

Meeting Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approve Order of Agenda
- E. Approval of Minutes -- March 3, 2025
- F. Building Permits

Consent Agenda - Approve the Following:

- a. Bills
- b. Project No. 2290 – Public Works 2025 Mill and Overlays
 - Approve Plans and Specifications and Direct Advertisement for Bids
- c. Improvement District No. 3006 – Westwood Addition Reconstruction
 - Adopt Resolution Demonstrating City Commission Support for the SRF Loan Application
- d. A25-4 Oak Ridge 20th Addition, request for subdivision approval (replat)
- e. Games of Chance for The American Legion Department of North Dakota
- f. Games of Chance for KC Blessed Sacrament Council 6965
- g. Gaming Site Authorization for West Fargo Hockey Association
- h. Financial Report as of December 31, 2024

Regular Agenda

- 1. Public Comment

Members of the public will be allowed 2 minutes and 30 seconds to address the City Commission. Commissioners will not take any official action during this comment period. Please sign up no later than 12 p.m. the day of the City Commission Meeting you wish you attend. [City Commission Meeting Public Comment | West Fargo, ND \(westfargond.gov\)](https://www.westfargond.gov/city-commission-meeting-public-comment)
- 2. Public Hearings (each item will adjourn out of regular meeting into a public hearing)
 - None
- 3. Neighborhood Revitalization Program -- Lisa Sankey, Planner
 - Request for Program Renewal for 2025
- 4. MATBUS Transit Development Plan Project Update -- Lisa Sankey, Planner

Informational item, no action requested
- 5. Board of Adjustment – A25-2 Maple Ridge at the Preserve 4th Addition, request for variance to the building control line of the CO-SR (Sheyenne River Corridor Overlay) district. [tabled item from the February 24, 2025 meeting] -- Lisa Sankey, City Planner
- 6. Improvement District No. 2294 – 6th St. and 23rd Ave. E – Intersection Improvements --Dan Hanson, City Engineer
 - Rescind previously adopted Resolution Declaring Petition for Improvements Received
 - Approve Engineer's Report and Direct Plans and Specifications

7. Improvement District No. 1353 – Dakota Medical Foundation Development – Dan Hanson, City Engineer
 - Accept Petition for Improvements, Approve Engineer's Report, Direct Plans and Specifications; and Approve Task Order
8. 2025 Concrete Pavement Repair – Various City Locations -- Dan Hanson, City Engineer
 - Create Project No. 2291, Direct and Approve an Engineer's Report, Direct and Approve Plans and Specifications, and Direct Advertisement for Bids.
9. Budget Amendment - 2025 Street Department Budget -- Willy Galindo, Finance Director
10. Public Access Channel -- Dustin Scott, City Administrator
11. *Closed executive session pursuant to NDCC§ 44-04-19.2, Subdivision 1 and NDCC§ 44-04-19.1, Subdivision 9 to negotiate a contract relating to the employment of City Administrator, Dustin Scott*
12. City Administrator's Report -- Dustin Scott, City Administrator
13. Correspondence
14. Non-Agenda Items
15. 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, March 3, 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 Anderson seconded to approve the order of 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 -- February 24, 2025

Commissioner Zundel moved and Commissioner Olson seconded to approve the minutes of February 24, 2025. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the minutes of February 24, 2025, was declared carried.

F. Building Permits

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



Consent Agenda - Approve the Following:

- a. Bills
- b. Cass County Multi-Hazard Mitigation Plan
- c. Games of Chance for CCRI, Inc. on March 15, 2025
- d. Games of Chance for CCRI, Inc. on March 16, 2025
- e. Games of Chance for Patriot Tour of the Flag on September 11, 2025
- f. **Memorandum of Understanding between City of West Fargo and West Fargo Park District regarding Shadow Wood Community Orchard**

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

Regular Agenda

1. Public Comment

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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)

No one was present to speak during this time.

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

- None

3. HR Updates -- Sarah Gasevic, Director of Human Resources

- **Employment Contract (Not an actionable item)**

An update was given, no action was taken.

4. (As the Board of Adjustments) A25-1 Shadow Creek 4th Addition -- Aaron Nelson, Director of Planning

- **Approval of updated site plan and geotechnical information regarding previously approved modification to SR-CO building control line**

Commissioner Zundel moved and Commissioner Jorgensen seconded to approve A25-1 Shadow Creek 4th Addition; approval of updated site plan and geotechnical information regarding previously approved modification to SR-CO building control line. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve A25-1 Shadow Creek 4th Addition; approval of updated site plan and geotechnical information regarding previously approved modification to SR-CO building control line, was declared carried

5. MATBUS Transit Development Plan Project Update -- Aaron Nelson, Director of Planning

- **Informational, no action requested**

This item was informational only, no action was taken.

6. Long Creek Steel Incentive Request -- Casey Sanders-Berglund, Director of Economic Development

- **Approve Business Incentive for Long Creek Steel LLC**

Commissioner Zundel moved and Commissioner Olson seconded to approve Business Incentive for Long Creek Steel LLC. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve Business Incentive for Long Creek Steel LLC, was declared carried.

7. Renaissance zone designation -- Casey Sanders-Berglund, Director of Economic Development

- **Confirm that staff should take action to move forward with the process of updating the development plan and necessary steps to request a ten-year extension to the renaissance zone designation for the City of West Fargo**

Commissioner Olson moved and Commissioner Zundel seconded to approve staff taking action to move forward with the process of updating the development plan and necessary steps to request a ten-year extension to the renaissance zone designation for the City of West Fargo. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve staff taking action to move forward with the process of updating the development plan and necessary steps to request a ten-year extension to the renaissance zone designation for the City of West Fargo, was declared carried.

8. Approve contract with YHR; and authorize advertisement for bids -- Matt Andvik, Director of Public Works

Commissioner Olson moved and Commissioner Zundel seconded to approve contract with YHR; and authorize advertisement for bids. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve contract with YHR; and authorize advertisement for bids, was declared carried.

9. Sanitary Lift Station (SA-27) Rehabilitation -- Dan Hanson, City Engineer

• Create Project No. 1351 and Direct Engineer to prepare an Engineer's Report

Commissioner Zundel moved and Commissioner Anderson seconded to approve Sanitary Lift Station (SA-27) Rehabilitation; create Project No. 1351 and Direct Engineer to prepare an Engineer's Report. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve Sanitary Lift Station (SA-27) Rehabilitation; create Project No. 1351 and Direct Engineer to prepare an Engineer's Report, was declared carried.

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

- Update on 2026 budget preparation
- Staff are active with legislation
- HR will solicit bids for staff benefits
- City Engineer position will be advertised within the next couple of weeks

11. Correspondence

There was no correspondence.



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

12. Non-Agenda Items

There were no non-agenda items.

13. Adjourn

Commissioner Olson moved and Commissioner Zundel 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 was adjourned at 6:18 PM.

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT ACTIVITY REPORT
03/17/2025**

	AS OF 3/14/2025			YEAR TO DATE		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL						
RESIDENTIAL DWELLING				3	3	\$ 1,663,144.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC						
CHURCH						
ACCESSORY				6		\$ 64,787.00
FOUNDATION ONLY						
<u>BUILDING REMODEL</u>						
COMMERCIAL	2		\$ 215,000.00	6		\$ 4,638,000.00
RESIDENTIAL	8		\$ 221,371.00	29		\$ 859,672.00
PUBLIC	1		\$ 3,000.00	2		\$ 2,803,000.00
CHURCH	1		\$ 38,000.00	1		\$ 38,000.00
ACCESSORY				1		\$ 20,000.00
<u>BUILDING OTHER</u>						
DEMOLITION				1		\$ 5,000.00
MOVE						
PERMIT CANCELLATION						
TOTALS	12		\$ 477,371.00	49	3	\$ 10,091,603.00

WEST FARGO CITY COMMISSION MEETING
Building Department Report - Summary

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NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
250101	WildCRG, Ltd	2060 SHEYENNE ST	GATEWAY WEST OFFICE PARK, LLC	\$ 15,000.00	Remodel - Commercial - Remove Walls
250136	Groundworks Minnesota, LLC	407 6 ST W	PARKER & MACKENZIE STEIN	\$ 7,185.00	Remodel - Residential - Drain Tile
250137	Groundworks Minnesota, LLC	561 4 AVE NW	SAMANTHA RESLER	\$ 6,524.00	Remodel - Residential - Replace Insulation
250118	Dietrich Construction, LLC	319 32 AVE E	PRAIRIE HEIGHTS COMMUNITY CHURCH OF THE NAZARENE	\$ 38,000.00	Remodel - Church - Coffee Bar Addition
250140	Groundworks Minnesota, LLC	619 14 AVE E	JOSHUA S KELLER, ETAL	\$ 3,033.00	Remodel - Residential - Drain Tile
250127	CASS COUNTY HISTORICAL SOCIETY	1351 MAIN AVE W	CASS COUNTY HISTORICAL SOCIETY	\$ 3,000.00	Remodel - Public - Install Accessible Ramp
241330	ALAN C & SHANNON R CARTWRIGHT	5462 LORI LN W	ALAN C & SHANNON R CARTWRIGHT	\$ 42,210.00	Remodel - Residential - Lower Level Finish
250138	Kochmann Brothers Homes, Inc.	1819 BRENTWOOD CT	STEVEN G & KARLA L ROSENAU	\$ 150,000.00	Remodel - Residential - Home Remodel
250146	LB-RANCH SERIES V TRUST	2025 5 AVE E	LB-RANCH SERIES V TRUST	\$ 500.00	Remodel - Residential - Install Wall & Half Wall
250150	Groundworks Minnesota, LLC	814 9 ST E	DARREN & LOIS LUND	\$ 6,650.00	Remodel - Residential - Foundation Repair
250151	Junkans, LLC	726 13 AVE E	MCINNES PROPERTIES	\$ 200,000.00	Remodel - Commercial - Office Space for Wellness Clinic
250161	Precision Concrete Cutters, Inc.	513 9 AVE W	MARIE J PARKER	\$ 5,269.00	Remodel - Residential - Install Egress

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CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 03/03/25 to 03/14/25

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* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
124142	C	2954 A-OX WELDING SUPPLY CO INC	452.10								
1	02/06/25	VORTEX VT-29P	434.60			1000		430001	432		101000
0001420768											
2	02/12/25	PROPANE	17.50			1000		430000	722		101000
0001422041											
124258	C	2954 A-OX WELDING SUPPLY CO INC	215.00								
1	02/20/25	#3301 TOOLS	215.00			1000		430000	610		101000
0001423181											
Total for Vendor:			667.10								
124195		1187 A1 RADIATOR SALES & REPAIR	893.00								
1	02/27/25	#4021 RADIATOR REPLACE	893.00			6010		450200	427		101000
17702											
Total for Vendor:			893.00								
124080	C	289 ACME TOOLS	2,953.88								
1	02/28/25	TOOLS	515.04			1000		455000	432		101000
14037482											
3	03/05/25	UTILITY KNIFE	5.10			6025		450000	432		101000
14055130											
4	02/28/25	CHAINSAW/BATTERY/CHARGER	409.98			2210		428000	641		101000
14035833											
5	01/27/25	DRILLING/DRIVER SET	54.99			6020		450000	432		101000
13906228											
6	02/28/25	CHAINSAW/BATTERY	759.98			2210		428000	641		101000
14035834											
7	02/28/25	CHAINSAW OIL	120.84			2210		428000	424		101000
14035841											
8	03/06/25	WEBSLING	67.98			6020		450000	432		101000
14060007											
9	03/05/25	#7102 MECHANIC VICE	337.44			6025		450000	610		101000
14055066											
10	03/05/25	#7103 TOOL STOCK	635.90			6025		450000	610		101000
14055066											
11	02/26/25	PSA AUTOBOX	46.63			6010		450200	433		101000
25628603											

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
124161	C	289 ACME TOOLS	95.91								
1	03/10/25	#19755 Replacement Blades	95.91			2060		415200	427		101000
14074442											
124259	C	289 ACME TOOLS	486.86								
1	02/25/25	#3301 TOOLS	215.99			1000		430000	610		101000
14022592											
2	02/12/25	#3300 TOOLS	215.99			1000		430000	610		101000
13974801											
3	02/26/25	#3301 TOOLS	54.88			1000		430000	610		101000
14028757											
124321	C	289 ACME TOOLS	2,290.68								
1	02/28/25	#5307 TOOLS	1,532.40			1000		430001	610		101000
14035111											
2	02/27/25	#5307 TOOLS	99.99			1000		430001	610		101000
14032386											
3	02/13/25	#5307 TOOLS	658.29			1000		430001	610		101000
13976248											
Total for Vendor:			5,827.33								
123994	-98256E	3179 ADVANCED ENGINEERING &	4,228.75								
1	12/10/24	ORBIT RADIO REPLACEMENT	111.50			6025		450000	430		101000
99523											
2	12/10/24	I&C LIFT STATION UPDATES	244.00			6025		450000	430		101000
99522											
3	12/10/24	I&C SCADA SUPPORT	3,873.25			6020		450000	430		101000
99520											
124294	C	3179 ADVANCED ENGINEERING &	22,534.77								
1	03/11/25	PROJ 1342	20,152.91			4002		480000	670		101000
101486											
2	03/11/25	I&C SCADA SUPPORT	2,381.86			6025		450000	430		101000
101487											
Total for Vendor:			26,763.52								

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
124139		887 AIRBORNE VECTOR CONTROL LLC	24,187.50								
		5/23/25-11/25/2025									
1	03/01/25	2025 AERIAL MOSQUITO CONTRACT	24,187.50			2200		427500	395		101000
		INV25-0004									
		Total for Vendor:	24,187.50								
124194		C 3869 ALISHA REIS	34.90								
1	02/20/25	MILEAGE	34.90			7000		411600	340		101000
		Total for Vendor:	34.90								
124206		2947 ALLSTATE PETERBILT OF FARGO	62.19								
1	02/27/25	#7045 CONNECTOR/SENSOR	62.19			4387		480000	427		101000
		4004459387									
		Total for Vendor:	62.19								
124023		E 3490 AMAZON CAPITAL SERVICES	211.49								
		Fire Department									
1	02/21/25	Webbing for Rope Training	11.89			2060		415200	340		101000
		1C16-VXQC-HWR3									
2	03/03/25	5 PIECE PRESS PUNCH KIT	101.45			2060		415200	432		101000
		1HM1-KT7Q-FMGK									
3	03/03/25	2-PACK tire depth gauge	5.49			2060		415200	432		101000
		1HM1-KT7Q-FMGK									
4	03/03/25	Clothing Closet divider rings	9.79			2060		415200	500		101000
		1HM1-KT7Q-FMGK									
5	03/04/25	Down Sprout tile adapter	16.95			2060		415200	494		101000
		1YC3-D33G-33HJ									
6	03/03/25	Down Sprout Extender	16.99			2060		415200	494		101000
		1HM1-KT7Q-FMGK									
7	03/07/25	6 Clipboards for Captains	48.93			2060		415200	410		101000
		17JP DR31 H6G6									
124037		E 3490 AMAZON CAPITAL SERVICES	111.80								
1	03/06/25	Tools/Supplies - Engineering	42.29			1000		414200	432		101000
		13XNQYXK4K11									
2	02/10/25	CH Supplies	69.51			1000		415000	410		101000
		1WDJ6H997R9D									

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124048	E	3490 AMAZON CAPITAL SERVICES	272.32								
1	03/07/25	k9 treats & bags	272.32			1000		421000	915		101000
		1QY7LTTCHFRP									
124135	E	3490 AMAZON CAPITAL SERVICES	217.26								
1	02/20/25	AIR CONDITIONER REMOTE	34.98			1000		455000	420		101000
		1HCGWK3Q94DL									
2	02/20/25	GLOVES	111.84			6025		450000	639		101000
		1HCGWK3Q94DL									
3	02/24/25	ROLLER BRACKET	70.44			6025		450000	610		101000
		1VGGFM43YJPT									
124181	E	3490 AMAZON CAPITAL SERVICES	144.57								
1	02/24/25	#5000 PINTLE ATTACHMENT	155.62			1000		455000	427		101000
		1XQ3RRTGCXG6									
2	02/27/25	WELDING KIT	7.97			1000		455000	433		101000
		1HQ7GHFPJJ7R									
3	02/28/25	RETURN	-146.16			1000		455000	427		101000
		11JV4QGXXQGT									
4	03/03/25	RAG DISPENSER	127.14			1000		455000	433		101000
		131NK4MCCXN3									
124226	E	3490 AMAZON CAPITAL SERVICES	79.86								
1	02/05/25	IPAD HOLDERS	79.86			1000		430000	497		101000
		1FDN16C64RRC									
124283	E	3490 AMAZON CAPITAL SERVICES	330.69								
1	03/11/25	honor guard sunglasses	95.60			1000		421000	422		101000
		1PJR7Y76C1JK									
2	03/12/25	3M primer tape - taser	71.48			1000		421000	410		101000
		1HJT9YXTHXNT									
3	03/12/25	choke collar - clover	5.99			1000		421000	915		101000
		1HJT9YXTHXNT									
4	03/11/25	pens & memo books	49.68			1000		421000	410		101000
		1PGQ33KX6L9M									
5	03/11/25	ear mic for mewes	94.99			1000		421000	422		101000
		1PGQ33KX6L9M									

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6	03/11/25	mr. shield screen protector	12.95			1000 421000	641		101000
		1PGQ33KX6L9M							
		Total for Vendor:	1,367.99						
123950	-98271E	5229 AMB INVESTMENTS, LLC	47,700.00						
		New City Hall							
1	03/01/25	Mar 2025 Lease - WEX Building	47,700.00			1001 415000	389		101000
		Total for Vendor:	47,700.00						
124025	C	317 AMERICAN WELDING & GAS, INC.	241.04						
		Using statement credit of -\$496.46 which has been on account since 08-15-2023							
1	08/15/23	Statement Credit 030425	-296.46			2060 415200	420		101000
		Statement Credit							
2	02/11/25	Recip blades-fire & rescue	537.50			2060 415200	420		101000
		10654039							
		Total for Vendor:	241.04						
124007	C	5449 ASSUREHIRE	495.75						
		Background Checks / Drug Screens / Credit Checks for New Hires							
1	98131	03/01/25 Background/Drug - Stephen J	86.75			1000 414103	399		101000
		98131							
2	98131	03/01/25 Background/Drug - Scott M	78.75			1000 414103	399		101000
		98131							
3	98131	03/01/25 Background/Drug - David M	78.75			1000 414103	399		101000
		98131							
4	98131	03/01/25 Background/Drug - Landen M	80.75			1000 414103	399		101000
		98131							
5	98131	03/01/25 Background/Drug - Jackson N	78.75			1000 414103	399		101000
		98131							
6	98131	03/01/25 PD Credit Check - Rez K	7.00			1000 421000	387		101000
		98131							
7	98131	03/01/25 PD Credit Check - Tanner L	7.00			1000 421000	387		101000
		98131							
8	98131	03/01/25 PD Credit Check - Jacob S	7.00			1000 421000	387		101000
		98131							
9	98131	03/01/25 Background/Drug - Oliver N	71.00			1000 414103	399		101000
		98131							
		Total for Vendor:	495.75						

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123999	-98257E	4672 ASURE PAYROLL TAX MANAGEMENT	252,154.82						
		03/07/25 payroll							
1	03/07/25	Social Security	119,018.00			1000 212501			101000
2	03/07/25	Medicare	27,834.78			1000 212502			101000
3	03/07/25	Federal Income Tax	96,567.04			1000 212503			101000
4	03/07/25	ND State Tax	4,621.00			1000 212504			101000
5	03/07/25	MN State Tax	4,114.00			1000 212505			101000
		Total for Vendor:	252,154.82						
124079	C	2931 AUTO VALUE PARTS STORES	1,420.32						
1	02/26/25	HOSE W/COUPLER	27.64			1000 455000	432		101000
99324650									
2	03/05/25	FILTERS	25.82			1000 430001	427		101000
99325958									
3	03/04/25	#5402 HUB UNIT BEARING	621.98			1000 430001	427		101000
99325714									
4	03/04/25	FILTERS	3.26			1000 455000	427		101000
99325592									
5	03/04/25	FILTERS	3.26			1000 421000	427		101000
99325589									
6	03/04/25	FILTERS	3.26			6020 450000	427		101000
99325591									
7	02/20/25	PRIMER/PAINT	279.97			1000 455000	433		101000
99323563									
8	02/20/25	SEPARATOR	108.28			6010 450200	427		101000
99323557									
9	02/20/25	FILTERS	3.26			1000 421000	427		101000
99323551									
10	02/24/25	CARB CLEANER	51.99			1000 455000	433		101000
99324155									
11	02/20/25	HD OIL FLEET	32.85			6010 450200	427		101000
99323555									
12	02/20/25	FILTERS	3.26			1000 455000	427		101000
99323558									
13	02/24/25	FILTERS/OIL	52.74			6025 450000	427		101000
99324164									

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14	02/24/25	PREMIUM AUTOMOTIVE	21.18			6025		450000	427		101000
99324193											
15	02/24/25	COOLANT	69.48			6025		450000	427		101000
99324183											
16	02/25/25	FILTERS	13.04			1000		421000	427		101000
99324327											
17	02/25/25	HD AIR FLEET	95.79			6025		450000	427		101000
99324287											
18	02/25/25	FILTES	3.26			1000		430000	427		101000
99324328											
124128	C	2931 AUTO VALUE PARTS STORES	188.74								
1	03/10/25	FILTERS	3.26			6025		450000	427		101000
99326765											
2	03/10/25	FILTERS	6.52			1000		455000	427		101000
99326764											
3	03/10/25	FILTERS	6.52			1000		415000	427		101000
99326767											
4	03/10/25	CLOTH UTILITY ROLL	53.14			1000		455000	433		101000
99326768											
5	03/10/25	FILTERS/HD AIR CONSTRUCTION	62.92			1000		430000	427		101000
99326761											
6	03/10/25	HD OIL FLEET	56.38			6010		450200	427		101000
99326762											
124182	C	2931 AUTO VALUE PARTS STORES	9.78								
1	03/10/25	FILTERS	9.78			1000		421000	427		101000
99326760											
124203	C	2931 AUTO VALUE PARTS STORES	19.98								
1	03/06/25	SHOP VAC REPAIR	19.98			1000		455000	427		101000
99326123											
Total for Vendor:			1,638.82								

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123993	C	5427 AVI SYSTEMS INC	4,002.92						
1	89037749	02/27/25 WEX fit-up	4,002.92			2970 480000	653		101000
89037749									
		Total for Vendor:	4,002.92						
124124	C	331 B&F FASTENER SUPPLY (NORTHERN	986.50						
1	12/30/24	PLOW BOLTS	986.50			1000 430000	381		101000
95146682									
		Total for Vendor:	986.50						
123982	C	671 B&H PHOTO-VIDEO	7,506.12						
1	03/03/25	CCDTF Server	7,506.12			1000 421000	497		101000
232187071									
		Total for Vendor:	7,506.12						
124204		1695 BAKER & TAYLOR	58.75						
1	02/24/25	VOX BOOKS	58.75			7000 411600	664		101000
		Total for Vendor:	58.75						
124137		5477 BAKER SNOW & ICE MANAGEMENT	720.00						
1	03/04/25	LIGHTS - FEB SNOW REMOVAL	720.00			1000 430000	381		101000
212									
		Total for Vendor:	720.00						
124157	C	3149 BEE SEEN GEAR	16.00						
1	03/06/25	S Roth-FF'r Patch	16.00			2060 415200	422		101000
68390									
		Total for Vendor:	16.00						
124257	C	1127 BIRSCHBACH EQUIPMENT & SUPPLY	1,625.50						
1	02/18/25	#3300 TOOLS	1,188.50			1000 430000	610		101000
130898									
2	02/18/25	#3300 TOOLS	249.00			1000 430000	610		101000
130904									
3	02/18/25	#3300 TOOLS - RET	-240.00			1000 430000	610		101000
130903									

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4 130900	02/18/25	#3301 TOOLS	428.00			1000 430000	610		101000
Total for Vendor:			1,625.50						
123981 March 2025 1 250218074560	-98260E Premium - Med/Dental/Vision 02/18/25 Mar 2025 Premium	3552 BLUE CROSS BLUE	360,181.40 360,181.40			1000 212539			101000
Total for Vendor:			360,181.40						
124170 1 929908810	C 02/24/25 ARM FITTERS	26 BORDER STATES INDUSTRIES INC	3,630.40 3,630.40			1000 430002	392		101000
Total for Vendor:			3,630.40						
124030 1 85679585 2 85679586 3 114475 4 85685129	 02/27/25 Medical Supplies 02/27/25 Medical Supplies 10/28/24 Statement Cr. From 10/26/24 03/04/25 Medical Supplies	3512 BOUND TREE MEDICAL, LLC	845.38 53.99 118.99 -34.29 706.69			2060 415200 2060 415200 2060 415200 2060 415200	500 500 500 500		101000 101000 101000 101000
Total for Vendor:			845.38						
124070 ND Transportation Conference - Bismarck 3/4/25-3/5/25 1	 03/10/25 Travel reimb	4290 BRANDON BAHR	36.00 36.00			1000 414200	340		101000
Total for Vendor:			36.00						
123957 1 0163147	C 02/26/25 Car Wash Brushes	652 BRENCO CORPORATION	549.52 549.52			2060 415200	420		101000

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124077 1 0161067-IN	C 01/17/25	652 BRENCO CORPORATION #6400 HOSE/HARDWARE	242.50 242.50			2210		428000	427		101000
124190 1 0162753	C 02/19/25	652 BRENCO CORPORATION RM110	38.96 38.96			6010		450200	433		101000
124241 1 0163839	C 03/10/25	652 BRENCO CORPORATION CVD HEPA 15"	1,400.00 1,400.00			1000		455000	641		101000
Total for Vendor:			2,230.98								
124252 1 4040 2 4037	 03/11/25	3892 BURGGRAF'S ACE FARGO WEST #17458 TOOLS	87.54 27.56			6025		450000	432		101000
	03/10/25	TOOLS	59.98			6025		450000	432		101000
Total for Vendor:			87.54								
124205 1 WO-1336242-1 2 WO-1336242-2 3 WO-1337297-1	C 02/26/25	351 BUSINESS ESSENTIALS OFFICE SUPPLIES	296.76 207.03			7000		411600	410		101000
	02/28/25	TISSUES	29.75			7000		411600	410		101000
	03/05/25	BATTERIES	59.98			7000		411600	410		101000
Total for Vendor:			296.76								
124296 1 00W0281495	 03/11/25	39 BUTLER MACHINERY #4008 COOLANT LEAK REPAIR	2,547.70 2,547.70			6010		450200	427		101000

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124297		39 BUTLER MACHINERY	6,723.00								
1	03/05/25	MAINT INTERVAL CONTRACT	6,723.00			6010		450200	427		101000
		00CT0008469									
		Total for Vendor:	9,270.70								
124140		4924 CARAHSOFT TECHNOLOGY CORP	682.82								
	3/13/25-3/12/26										
1	03/05/25	SKETCH-UP SUBSCRIPTION - BG	341.41			1000		455000	497		101000
		43578057									
2	03/05/25	SKETCH-UP SUBSCRIPTION - FO	341.41			2210		428000	497		101000
		43578057									
		Total for Vendor:	682.82								
123958		C 4508 CARE RESOURCE CONNECTION	3,000.00								
1	02/28/25	FD 03-01 thru 03-31 Services	3,000.00			2060		415200	428		101000
		7820									
		Total for Vendor:	3,000.00								
124031		E 51 CASS COUNTY ELECTRIC COOP	1,997.59								
1	03/05/25	FD 01-31 thru 02-28 Utilities	1,997.59			2060		415200	527		101000
		1090222 FD									
124061		E 51 CASS COUNTY ELECTRIC COOP	298.50								
1	428342 Mar	03/05/25 Airport 01/31/25 - 02/28/2	298.50			7050		500000	420		101000
		428342 03/25									
124216		E 51 CASS COUNTY ELECTRIC COOP	20,131.00								
1	03/10/25	TRANSFER STATION	386.56			6010		450200	527		101000
		1156424									
2	03/10/25	STREET LIGHT FEED POINTS	19,744.44			1000		430002	527		101000
		1156424									
124217		E 51 CASS COUNTY ELECTRIC COOP	7,479.09								
1	03/10/25	THE LIGHTS STAGE & COURTYARD	3,481.51			2310		452120	527		101000
		1163206									
2	03/10/25	THE LIGHTS PARKING RAMP	3,552.99			2310		452120	527		101000
		1168003									

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3 1168004	03/10/25	THE LIGHTS CITY HOUSE METER	444.59			2310 452120	527		101000
124218 1 1156426	E 03/10/25	51 CASS COUNTY ELECTRIC COOP INERT LANDFILL	22,931.00 307.41			6010 450200	527		101000
2 1156426	03/10/25	LIFT STATIONS	22,032.53			6025 450000	527		101000
3 1156426	03/10/25	WATER TOWERS	591.06			6020 450000	527		101000
124286 1 1190696	E 1190696 03 03/10/25	51 CASS COUNTY ELECTRIC COOP New City Hall (WEX Buildin	7,024.27 7,024.27			1001 415000	527		101000
		Total for Vendor:	59,861.45						
124292 1 447798		3113 CELLEBRITE INC reg for Hieb	3,800.00 3,800.00			1000 421000	340		101000
		Total for Vendor:	3,800.00						
123976 1	E 03/01/25	1777 CENTURY LINK feb 2025 police sirens	215.28 215.28			1000 421000	356		101000
124152 1 333942770	E Mar 25 03/07/25 03.25	1777 CENTURY LINK WF Airport	76.27 76.27			7050 500000	356		101000
		Total for Vendor:	291.55						
124046 1 20250338		4521 CHOICE MARKETING INC trading cards for clover	148.87 148.87			1000 421000	375		101000
		Total for Vendor:	148.87						

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124015		111 CITY OF FARGO	60,339.62								
1	02/12/25	LANDFILL FEES	20,064.54			6010		450200	355		101000
476669											
2	02/19/25	LANDFILL FEES	19,562.96			6010		450200	355		101000
476869											
3	02/26/25	LANDFILL FEES	20,712.12			6010		450200	355		101000
477156											
124067		111 CITY OF FARGO	32,267.97								
1	477197 03/04/25	Project 2268 cost share	32,267.97			4092		480000	670		101000
477197											
124107		111 CITY OF FARGO	560.00								
1	03/05/25	WATER TESTING	560.00			6020		450000	335		101000
477334											
Total for Vendor:			93,167.59								
124238		2880 CITY OF FARGO	529,829.21								
1	03/07/25	1 GSR (WATER)	70,842.85			6020		450000	345		101000
2	03/07/25	1 32ND AVE S (WATER)	63,637.75			6020		450000	345		101000
3	03/07/25	1 MAIN AVE (WATER)	118,716.25			6020		450000	345		101000
4	03/07/25	2220 57TH ST N (SEWER)	276,602.76			6025		450000	347		101000
5	03/07/25	5635 14TH AVE N (WATER)	29.60			6020		450000	345		101000
Total for Vendor:			529,829.21								
124240		111 CITY OF FARGO	21,820.86								
1	03/05/25	LANDFILL FEES	21,820.86			6010		450200	355		101000
477333											
Total for Vendor:			21,820.86								
124309	C	3167 CITY OF WEST FARGO	850.44								
Transfer payment from UB to AR Account #02000111-00											
1	03/14/25	UB xfer pmt	850.44			6020		214100			101000
Total for Vendor:			850.44								

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123986		1338 CLARK'S EXCAVATING & SEPTIC	200.00						
1	3548	03/01/25 Pump Holding Tank - Airport	200.00			7050 500000	420		101000
3548									
		Total for Vendor:	200.00						
124279	C	2482 CODY BEILKE	173.15						
1	03/13/25	clothing reimb	173.15			1000 421000	422		101000
		Total for Vendor:	173.15						
124207	C	133 COLE PAPERS INC	168.57						
1	02/25/25	SCREEN WIPES	168.57			7000 411600	410		101000
10548113									
		Total for Vendor:	168.57						
123978	E	229 CONSOLIDATED COMMUNICATIONS	175.00						
		march 1-31, 2025							
1	03/01/25	march 2025 ICAC	175.00			1000 421000	497		101000
124019	E	229 CONSOLIDATED COMMUNICATIONS	26.81						
1	03/26/25	FD 03-01 thru 03-31 Unilities	26.81			2060 415200	356		101000
701-364-9536									
		Total for Vendor:	201.81						
124005		4108 CONSOLIDATED ELECTRICAL	427.98						
1	01/06/25	PD UPS Project	332.74			1000 414104	497		101000
2348-1076912									
2	01/10/25	IT Supplies	88.92			1000 414104	497		101000
2348-1077203									
3	02/25/25	Service Charge	6.32			1000 414104	497		101000
9014647859									
124138		4108 CONSOLIDATED ELECTRICAL	70.00						
1	03/04/25	1G RECESSED TV BOX	70.00			1000 455000	420		101000
2348-1078343									

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124165		4108 CONSOLIDATED ELECTRICAL	48.40						
1	02/06/25	LED BULBS	48.40			1000 455000	420		101000
2348-1079213									
124269		4108 CONSOLIDATED ELECTRICAL	12.36						
1	02/26/25	S00W 12/4 600V	12.36			1000 455000	802		101000
2348-1080610									
Total for Vendor:			558.74						
124105		3245 CORE & MAIN	2,018.88						
1	01/29/25	CHAMBER COVER O RING	101.28			6020 450000	438		101000
W362408									
2	01/29/25	FLG RING GSKT	5.60			4972 480000	670		101000
W337531									
3	03/03/25	LOWER ROD	1,912.00			6020 450000	438		101000
CNV1000000146									
124245		3245 CORE & MAIN	11,480.00						
1	03/04/25	WATER METERS	10,175.00			4972 480000	670		101000
0000000061									
2	03/04/25	WATER METERS	1,305.00			4972 480000	670		101000
0000000062									
124251		3245 CORE & MAIN	2,000.00						
1	03/11/25	PRO RING	2,000.00			6025 450000	439		101000
0000000092									
Total for Vendor:			15,498.88						
124102		4414 CORWIN SUBARU	33,775.00						
1	03/07/25	#1228 Chief's veh vin/886635	33,775.00			2531 421000	610		101000
Total for Vendor:			33,775.00						
124117		60 CROSSCOUNTRY FREIGHT SOLUTIONS	127.89						
1	02/10/25	WATER TESTING	127.89			6020 450000	335		101000
1400595									
Total for Vendor:			127.89						

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124198		3500 CUMMINS SALES AND SERVICE	27.26								
1	02/24/25	#7017 GASKET	27.26			6025		450000	427		101000
		J4-250277065									
		Total for Vendor:	27.26								
124118		65 CURT'S LOCK & KEY	18.60								
1	02/25/25	KEY CUT	18.60			6010		450200	420		101000
		2-82454									
		Total for Vendor:	18.60								
124076	C	1675 DAKOTA FLUID POWER, INC	191.68								
1	03/03/25	HARDWARE	26.85			2210		428000	427		101000
		7308945									
2	02/04/25	HARDWARE	164.83			6020		450000	427		101000
		7299229									
124299	C	1675 DAKOTA FLUID POWER, INC	24.55								
1	02/21/25	ORING STOCK	24.55			1000		455000	433		101000
		7305480									
		Total for Vendor:	216.23								
124179	C	79 DAKOTA HOSE & FITTINGS	149.07								
1	02/25/25	HOSE REPAIR	149.07			6020		450000	427		101000
		3213735									
124192	C	79 DAKOTA HOSE & FITTINGS	232.90								
1	03/03/25	HANDLES	232.90			6025		450000	160		101000
		3213987									
124255	C	79 DAKOTA HOSE & FITTINGS	237.44								
1	03/11/25	#7102 TOOLS	67.84			6025		450000	610		101000
		3214419									
2	03/11/25	#7102 TOOLS	14.90			6025		450000	610		101000
		3214423									
3	03/11/25	#7102 TOOLS	154.70			6025		450000	610		101000
		3214420									
		Total for Vendor:	619.41								

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124145		2514 DAKOTA MAILING & SHIPPING	179.90						
1	76780	10/21/24 Ink for CH postage machine	179.90			1000 415000	410		101000
76780									
		Total for Vendor:	179.90						
124270		624 DAKOTA SUPPLY GROUP	568.51						
1	03/04/25	SA40 REPAIR	24.95			6025 450000	825		101000
S104513307									
2	03/04/25	SS REPAIR SLEEVE	271.78			6020 450000	438		101000
S104513594									
3	03/03/25	SS REPAIR SLEEVE	271.78			6020 450000	438		101000
S104510342									
		Total for Vendor:	568.51						
123960		87 DAKOTA TIRE	65.38						
1	02/27/25	FD EM Vehicle Oil Change	65.38			2060 415200	427		101000
952284									
		Total for Vendor:	65.38						
123951	-98270E	3050 DAKOTA UPREIT LIMITED	7,974.68						
		Pioneer Center - Mar 2025 rent							
1	03/01/25	Common Area - Mar 2025	2,402.29			1001 415000	389		101000
2	03/01/25	Base Rent - Mar 2025	5,572.39			1001 415000	389		101000
123984	C	3050 DAKOTA UPREIT LIMITED	1,371.58						
1	02/27/25	2024 CAM Reconciliation	1,371.58			1001 415000	389		101000
		Total for Vendor:	9,346.26						
124068		4589 DAN HANSON	36.00						
		ND Transportation Conference - Bismarck							
		3/4/25-3/5/25							
1	03/10/25	Travel reimb	36.00			1000 414200	340		101000
		Total for Vendor:	36.00						

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124153	C	2948 DELTA 54 AVIATION LLC	3,847.60								
1	Mar 2025	03/12/25 Airport Management Fees	3,800.00			7050		500000	307		101000
2	Mar 2025	03/12/25 Airport Supplies	47.60			7050		500000	420		101000
Total for Vendor:			3,847.60								
124208		3091 EBSCO INFORMATION SERVICES	2,315.00								
1	03/03/25	NOVELIST RENEWL 4/1/25-3/31/26	2,315.00			7000		411600	650		101000
Total for Vendor:			2,315.00								
124209		5354 ENERGY TECH SYSTEMS	1,300.00								
1	12/16/25	INSTALL OF CARD ACCESS CONTROL	1,300.00			7000		411600	497		101000
Total for Vendor:			1,300.00								
124210		2089 ENVISIONWARE, INC	603.75								
1	03/01/25	RNWL-MOBLE PRNT 6/1/25-5/31/26	603.75			7000		411600	497		101000
Total for Vendor:			603.75								
124009		2862 ESSENTIA HEALTH - FARGO	698.00								
Random drug screens											
1	03/04/25	Aaron E - Water	60.00			6020		450000	387		101000
890000526.2.2025											
2	03/04/25	Adam K - Sewer	30.00			6025		450000	387		101000
890000526.2.2025											
3	03/04/25	Brandy W - Street	61.00			1000		430000	387		101000
890000526.2.2025											
4	03/04/25	Craig C - Water	60.00			6020		450000	387		101000
890000526.2.2025											
5	03/04/25	Joseph F - PD	65.00			1000		421000	387		101000
890000526.2.2025											
6	03/04/25	Michael K - Water	60.00			6020		450000	387		101000
890000526.2.2025											

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7	03/04/25	Jonathon Z - Street	91.00			1000		430000	387		101000
890000526.2.2025											
8	03/04/25	Cory R - Street	91.00			1000		430000	387		101000
890000526.2.2025											
9	03/04/25	Troy F - Sanitation	60.00			6010		450200	387		101000
890000526.2.2025											
10	03/04/25	Justin B - Sanitation	60.00			6010		450200	387		101000
890000526.2.2025											
11	03/04/25	Jacob K - Sanitation	60.00			6010		450200	387		101000
890000526.2.2025											
124010		2862 ESSENTIA HEALTH - FARGO	531.00								
		Pre-employment/random drug screens									
1	11/25/24	Christopher H - Sanitation	60.00			6010		450200	399		101000
890000526.11.2024											
2	11/25/24	Adam K - Sewer	70.00			6025		450000	399		101000
890000526.11.2024											
3	11/25/24	Breanna G - Forestry	70.00			2210		428000	387		101000
890000526.11.2024											
4	11/25/24	Robert H - Forestry	60.00			2210		428000	399		101000
890000526.11.2024											
5	11/25/24	Derek W - Sanitation	60.00			6010		450200	399		101000
890000526.11.2024											
6	11/25/24	Ryan B - Sewer	60.00			6025		450000	387		101000
890000526.11.2024											
7	11/25/24	Wade L - Sewer	60.00			6025		450000	387		101000
890000526.11.2024											
8	11/25/24	Shawn S - Sewer	91.00			6025		450000	387		101000
890000526.11.2024											
124020		2862 ESSENTIA HEALTH - FARGO	1,295.87								
		WF Fire Department									
1	01/23/25	M Ashland Annual Physical	78.87			2060		415200	996		101000
890002546.02.025.1											
2	01/31/25	FD Jan Annual Physicals	1,217.00			2060		415200	996		101000
890002546.02.2025											
Total for Vendor:			2,524.87								

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124073	C	1851 F/S MANUFACTURING	82.45								
1	03/06/25	CLAMSP/GASKETS	29.75			1000		430000	377		101000
201793											
2	03/07/25	CLAMPS/GASKETS	52.70			1000		430000	377		101000
207807											
124125	C	1851 F/S MANUFACTURING	25.27								
1	02/21/25	#2403 T STRAINER	25.27			6020		450000	427		101000
201620											
124256	C	1851 F/S MANUFACTURING	22.95								
1	03/10/25	#7102 TOOLS	5.30			6025		450000	610		101000
201832											
2	03/07/25	#7102 TOOLS	17.65			6025		450000	610		101000
201823											
Total for Vendor:			130.67								
124096		3344 FACTORY MOTOR PARTS	115.93								
1	02/20/25	PD SPARK PLUGS	80.27			1000		421000	427		101000
37-1246788											
2	03/05/25	#1197 RADIATOR HOSE	35.66			1000		421000	427		101000
37-1248782											
124261		3344 FACTORY MOTOR PARTS	53.58								
1	02/25/25	#1192 SPARKPLUGS	53.58			1000		421000	427		101000
37-1247356											
Total for Vendor:			169.51								
124123	C	660 FARGO FREIGHTLINER	52.99								
1	03/07/25	#415 BELT	52.99			6010		450200	427		101000
X101174822											
124130	C	660 FARGO FREIGHTLINER	36.30								
1	02/24/25	#4003 HORN CONTACT	14.71			6010		450200	427		101000
X101173650											
2	02/24/25	#4003 HORN ELECTRIC	21.59			6010		450200	427		101000
X101173663											
Total for Vendor:			89.29								

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124268		897 FARGO GLASS AND PAINT CO.	380.00								
1	02/21/25	PAINT	380.00			6010		450200	914		101000
		FR0001468894									
		Total for Vendor:	380.00								
124300		979 FARGO LINE-X	670.00								
1	03/11/25	#5703 FLOOR LINERS	110.00			1000		430002	427		101000
31242											
2	03/10/25	#5703 BUSHWACKER OE	450.00			1000		430002	427		101000
31233											
3	03/10/25	#7104 FLOOR LINERS	110.00			6025		450000	610		101000
31234											
		Total for Vendor:	670.00								
124236		999999 FARGO MOORHEAD KENNEL CLUB	120.00								
1	03/11/25	training for labby	60.00			1000		421000	340		101000
100											
2	03/11/25	training for labby	60.00			1000		421000	340		101000
101											
		Total for Vendor:	120.00								
124201		136 FARGO TRAILER CENTER	36.16								
1	03/12/25	#7102 E FITTING	36.16			6025		450000	610		101000
		06P49274									
		Total for Vendor:	36.16								
124094		C 124 FASTENAL	7.33								
1	03/04/25	NYLOCK STOCK	7.33			6025		450000	825		101000
		NDFAR313920									
124133		C 124 FASTENAL	83.71								
1	02/21/25	#7104 TOOLS	15.29			6025		450000	610		101000
		NDFAR313377									
2	02/26/25	JOBBERS	68.42			6025		450000	433		101000
		NDFAR313605									

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124253	C	124 FASTENAL	21.77								
1	03/06/25	#7104 TOOLS	21.77			6025		450000	610		101000
		NDFAR314036									
		Total for Vendor:	112.81								
124275		151 FEDERAL EXPRESS	15.27								
1	03/12/25	ND lab pkg	15.27			1000		421000	661		101000
		8-796-04798									
		Total for Vendor:	15.27								
124196		55 FLEETPRIDE	19.47								
1	02/27/25	#7017 TBOLT CLAMP	19.47			6025		450000	427		101000
		123810815									
		Total for Vendor:	19.47								
123961	C	140 FM AMBULANCE SERVICES INC	1,577.50								
1	02/25/25	FD Bulk E-cards for CPR/AED	837.50			2060		415200	340		101000
		45054									
2	03/07/25	FD Bulk E-cards for CPR/AED	740.00			2060		415200	340		101000
		45082									
		Total for Vendor:	1,577.50								
124211		1118 FM REDHAWKS	500.00								
1	03/01/25	GAME DAY CO-SPONSOR LIB DAY	500.00			7000		411600	689		101000
		33810									
		Total for Vendor:	500.00								
124148		1979 FMWF CHAMBER OF COMMERCE	360.00								
1	351218 03/03/25	State of the Cities - Rachel L	45.00			1000		416200	340		101000
		351218									
2	351218 03/03/25	State of the Cities - Dan H	45.00			1000		414000	340		101000
		351218									
3	351218 03/03/25	State of the Cities - Casey S	45.00			1000		414102	340		101000
		351218									
4	351218 03/03/25	State of the Cities - Haider H	45.00			1000		414104	340		101000
		351218									

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5 351218	351218	03/03/25 State of the Cities - Jake A	45.00			1000		414104	340		101000
6 351218	351218	03/03/25 State of the Cities - Sarah G	45.00			1000		414103	340		101000
7 351218	351218	03/03/25 State of the Cities - Jerry W	45.00			1000		414200	340		101000
8 351218	351218	03/03/25 State of the Cities - Rory J	45.00			1000		415000	340		101000
Total for Vendor:			360.00								
124064		1593 FRONTIER PRECISION, INC	778.50								
1 INV317721	INV317721	02/04/25 Trimble Access Software Mtn	778.50			1000		414200	497		101000
Total for Vendor:			778.50								
123962		155 GALLS, LLC	420.95								
1 030390116	02/06/25	J Mailey New Hire Polo	59.05			2060		415200	422		101000
2 030378006	02/05/25	J West Two Polos	135.36			2060		415200	422		101000
3 03090162	02/06/25	A Thieschafer polo	67.63			2060		415200	422		101000
4 030390162	02/06/25	N Sahr L/S polo	72.12			2060		415200	422		101000
5 030391836	02/06/25	L Pettinger Pants	86.79			2060		415200	422		101000
123983		155 GALLS, LLC	905.21								
1 030577875	02/26/25	pants for stanton	81.86			1000		421000	422		101000
2 030601927	02/28/25	boots for carlson	117.00			1000		421000	422		101000
3 030490515	02/17/25	new officer henry - cap	68.61			1000		421000	422		101000
4 030613650	02/28/25	backpack for young	126.00			1000		421000	422		101000
5 030592604	02/27/25	boots for young	243.00			1000		421000	422		101000

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6	02/20/25	gloves for nobles	59.99			1000		421000	422		101000
030523862											
7	02/25/25	new officer kemmer	163.72			1000		421000	422		101000
030564044											
8	02/10/25	winter gear for borg	8.96			1000		421000	422		101000
030425585											
9	02/24/25	key holder for cruff	36.07			1000		421000	422		101000
030553597											
124026		155 GALLS, LLC	532.71								
1	02/21/25	L Murray Polo New Hire	66.85			2060		415200	422		101000
030533598											
2	02/19/25	D Underhill Boots	350.49			2060		415200	422		101000
030518844											
3	02/20/25	A Wagemann Pants	115.37			2060		415200	422		101000
030529284											
124053		155 GALLS, LLC	239.54								
1	03/01/25	shirt for denis	65.70			1000		421000	422		101000
030619589											
2	03/04/25	equip & pants for walker	168.85			1000		421000	422		101000
030637354											
3	03/05/25	equip for halverson	4.99			1000		421000	422		101000
030651158											
124083		155 GALLS, LLC	1,050.00								
1	03/06/25	new armor vest - diop	1,050.00			1000		421000	641		101000
030667462											
124090		155 GALLS, LLC	404.16								
1	02/18/25	new officer wanzek	381.83			1000		421000	422		101000
030500446											
2	01/24/25	notbook for newman	22.33			1000		421000	422		101000
030264096											
3			0.00			1000		421000	422		101000

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124303		155 GALLS, LLC	147.23								
1	03/10/25	return label - ackerman	7.99			1000		421000	422		101000
030696940											
2	03/10/25	return label - dehmlow	7.99			1000		421000	422		101000
030696963											
3	03/10/25	return label - nelson	7.99			1000		421000	422		101000
030696925											
4	03/07/25	new officer serving since-cody	23.40			1000		421000	422		101000
030672779											
5	03/07/25	new officer serving since-bran	23.40			1000		421000	422		101000
030672780											
6	01/29/25	pants for dixon	81.86			1000		421000	422		101000
030305471											
7	03/07/25	new officer serving since-jon	23.40			1000		421000	422		101000
030672777											
8	03/07/25	new officer serving since-jame	23.40			1000		421000	422		101000
030672778											
9	03/10/25	credit - nelson	-52.20			1000		421000	422		101000
030697464											
Total for Vendor:			3,699.80								
124119		93 GATEWAY CHEVROLET	147.26								
1	02/20/25	#5301 ALIGNMENT	144.95			1000		430001	427		101000
2635643											
2	02/21/25	#7002 BRACKET/MOLDING	54.77			6025		450000	427		101000
1278622											
3	02/19/25	SW - PART RET	-52.46			6025		450000	427		101000
CM1278970											
Total for Vendor:			147.26								
124202		2558 GOODYEAR COMMERCIAL TIRE	147.31								
1	02/28/25	#407 FLAT REPAIR	147.31			6010		450200	427		101000
130-1092660											
Total for Vendor:			147.31								

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123963	C	556 GRAINGER, INC.	103.07								
1	02/27/25	FD Waste Oil Funnel Covers	103.07			2060		415200	500		101000
9422773417											
124098	C	556 GRAINGER, INC.	6,833.62								
1	02/20/25	#7104 MOUNTING BRACKET ADAPTER	70.12			6025		450000	610		101000
9415092031											
2	02/21/25	#7104 QUICK RELEASE PIN	145.10			6025		450000	610		101000
9416670264											
3	02/24/25	1/2 HP MOTOR	165.41			1000		455000	420		101000
9416793694											
4	02/24/25	MOTOR RUN CAPACITOR	4.46			1000		455000	420		101000
9416793702											
5	02/24/25	3 HP MOTOR	904.68			1000		455000	802		101000
9416793686											
6	02/20/25	SELF RETRACTING LIFELINE	5,252.33			6025		450000	825		101000
9415057661											
7	01/15/25	MOTOR 208 TO 230V	144.61			6020		450000	420		101000
9372565433											
8	02/24/25	S HOOK	78.40			6010		450200	914		101000
9417009116											
9	02/24/25	STEEL RING	24.80			6010		450200	914		101000
9417009124											
10	03/04/25	BLACK PIPE NIPPLE	43.71			6025		450000	439		101000
9426403532											
124228	C	556 GRAINGER, INC.	33.31								
1	03/12/25	booking rm - tape measure	33.31			2975		421000	641	18	101000
9436044417											
124234	C	556 GRAINGER, INC.	172.25								
1	02/20/25	SPRING LATCH	172.25			6010		450200	433		101000
9414724469											

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124254	C	556 GRAINGER, INC.	196.58								
1	03/10/25	#7104 TOOLS	196.58			6025		450000	610		101000
9432984194											
Total for Vendor:			7,338.83								
124185	C	135 HAWKINS INC	15,498.59								
1	03/03/25	AQUAHAWK	3,342.83			6025		450000	423		101000
7000297											
2	02/27/25	AQUAHAWK	6,128.53			6025		450000	423		101000
6997593											
3	02/26/25	AQUAHAWK	3,038.94			6025		450000	423		101000
6996498											
4	02/20/25	AQUAHAWK	2,988.29			6025		450000	423		101000
6990675											
124250	C	135 HAWKINS INC	11,421.35								
1	03/07/25	AQUAHAWK	5,849.96			6025		450000	423		101000
7003385											
2	03/12/25	AQUAHAWK	5,571.39			6025		450000	423		101000
7006854											
Total for Vendor:			26,919.94								
124189		180 HAZERS	888.00								
1	02/20/25	APPLIANCE DISPOSAL	888.00			6010		450200	357		101000
2088											
Total for Vendor:			888.00								
123975	C	1310 HERO SCHEDULE LLC	303.00								
1	03/01/25	march 2025 user fee	303.00			1000		421000	497		101000
INV-41092											
124021	C	1310 HERO SCHEDULE LLC	171.00								
1	03/01/25	FD March Payroll Schedule	171.00			2060		415200	497		101000
41091											
Total for Vendor:			474.00								

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123969	C	4111 HONEYWELL INTL INC -	311.60								
1	02/22/25	FD Radio Cable	311.60			2060		415200	497		101000
5269253792											
Total for Vendor:			311.60								
124223		3227 IDENTITY AUTOMATION	5,474.00								
contract dates: 5/10/25 to 5/9/26											
1	03/11/25	multi-factor auth- annual	5,474.00			1000		421000	497		101000
INV-08325											
Total for Vendor:			5,474.00								
124212		1245 INDIGO SIGNS	135.00								
1	03/06/25	REMOVE SUNDAY HOURS MAIN LIB	135.00			7000		411600	689		101000
6145											
Total for Vendor:			135.00								
124003	C	687 INFORMATION TECHNOLOGY DEPT	655.00								
1	02/28/25	Feb WAN/Fiber/VPN	655.00			1000		414104	497		101000
DP022025.849.3											
Total for Vendor:			655.00								
124274		4592 INGRAM LIBRARY SERVICES	4,961.96								
1	02/21/25	BOOKS	7.12			7000		411600	662		101000
86727840											
2	02/21/25	BOOKS	13.29			7000		411600	662		101000
86727841											
3	02/21/25	BOOKS	13.35			7000		411600	662		101000
86727842											
4	02/21/25	BOOKS	180.34			7000		411600	662		101000
86727843											
5	02/21/25	BOOKS	13.25			7000		411600	662		101000
86727844											
6	02/21/25	BOOKS	21.70			7000		411600	662		101000
86727845											
7	02/21/25	BOOKS	13.36			7000		411600	662		101000
86727846											

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8 86727847	02/21/25	BOOKS	11.88			7000		411600	662		101000
9 86749045	02/23/25	BOOKS	24.90			7000		411600	662		101000
10 86749046	02/23/25	BOOKS	15.44			7000		411600	662		101000
11 86755790	02/24/25	BOOKS	14.30			7000		411600	662		101000
12 86755791	02/24/25	BOOKS	81.48			7000		411600	662		101000
13 86755792	02/24/25	BOOKS	15.16			7000		411600	662		101000
14 86780689	02/25/25	BOOKS	572.60			7000		411600	662		101000
15 86780690	02/25/25	BOOKS	969.07			7000		411600	662		101000
16 86780691	02/25/25	BOOKS	151.42			7000		411600	662		101000
17 86780692	02/25/25	BOOKS	12.35			7000		411600	662		101000
18 86780693	02/25/25	BOOKS	17.86			7000		411600	662		101000
19 86792458	02/25/25	BOOKS	114.39			7000		411600	662		101000
20 86838888	02/27/25	BOOKS	15.92			7000		411600	662		101000
21 86838889	02/27/25	BOOKS	13.97			7000		411600	662		101000
22 86838890	02/27/25	BOOKS	20.00			7000		411600	662		101000
23 86838891	02/27/25	BOOKS	127.17			7000		411600	662		101000
24 86861585	02/28/25	BOOKS	138.78			7000		411600	662		101000
25 86861586	02/28/25	BOOKS	46.52			7000		411600	662		101000
26 86861583	02/28/25	BOOKS	23.23			7000		411600	662		101000

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27 86861584	02/28/25	BOOKS	42.09			7000		411600	662		101000
28 86944412	03/05/25	BOOKS	73.63			7000		411600	662		101000
29 86944413	03/05/25	BOOKS	18.40			7000		411600	662		101000
30 86944414	03/05/25	BOOKS	46.64			7000		411600	662		101000
31 86944415	03/05/25	BOOKS	163.99			7000		411600	662		101000
32 86944416	03/05/25	BOOKS	39.11			7000		411600	662		101000
33 86944417	03/05/25	BOOKS	128.90			7000		411600	662		101000
34 86949348	03/05/25	BOOKS	281.71			7000		411600	662		101000
35 86949350	03/05/25	BOOKS	433.78			7000		411600	662		101000
36 86949349	03/05/25	BOOKS	564.85			7000		411600	662		101000
37 86987750	03/07/25	BOOKS	22.86			7000		411600	662		101000
38 86987751	03/07/25	BOOKS	71.37			7000		411600	662		101000
39 86987752	03/07/25	BOOKS	62.17			7000		411600	662		101000
40 86987753	03/07/25	BOOKS	86.05			7000		411600	662		101000
41 87039074	03/11/25	BOOKS	39.67			7000		411600	662		101000
42 87039075	03/11/25	BOOKS	82.96			7000		411600	662		101000
43 87045469	03/11/25	BOOKS	12.03			7000		411600	662		101000
44 87045470	03/11/25	BOOKS	27.39			7000		411600	662		101000
45 87045471	03/11/25	BOOKS	16.56			7000		411600	662		101000

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46	03/11/25	B00KS	66.12			7000 411600	662		101000
87045472									
47	03/11/25	B00KS	32.83			7000 411600	662		101000
87045473									
Total for Vendor:			4,961.96						
124143		233 J & L SPORTS	719.00						
1	02/28/25	JACKETS - ST	179.75			1000 430000	422		101000
33865									
2	02/28/25	JACKETS - SW	179.75			6025 450000	422		101000
33865									
3	02/28/25	JACKETS - WA	179.75			6020 450000	422		101000
33865									
4	02/28/25	JACKETS - RW	179.75			1000 430001	422		101000
33865									
124222		233 J & L SPORTS	1,670.21						
1	03/12/25	SHIRT RESTOCK - WA	278.37			6020 450000	422		101000
33895									
2	03/12/25	SHIRT RESTOCK - ST	278.37			1000 430000	422		101000
33895									
3	03/12/25	SHIRT RESTOCK - SW	278.37			6025 450000	422		101000
33895									
4	03/12/25	SHIRT RESTOCK - SA	278.37			6010 450200	422		101000
33895									
5	03/12/25	SHIRT RESTOCK - RW	278.37			1000 430001	422		101000
33895									
6	03/12/25	SHIRT RESTOCK - FO	278.36			2210 428000	422		101000
33895									
Total for Vendor:			2,389.21						
124136		C 1765 J.J. KELLER & ASSOC, INC	328.00						
1	02/10/25	STATE & FMCSR REQ GDE - 1 YR	328.00			1000 450000	751		101000
9109855687									

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124248	C	1765 J.J. KELLER & ASSOC, INC	321.00								
1	02/10/25	EV DAY DRUG & ALCHOL PROG MGMT	321.00			1000		450000	497		101000
9109855693											
		Total for Vendor:	649.00								
124069		4858 JAMES MOHR	36.00								
		ND Transportation Conference - Bismarck									
		3/4/25-3/5/25									
1	03/10/25	Travel reimb	36.00			1000		414200	340		101000
		Total for Vendor:	36.00								
124072	116027S	999999 JENNA BJUGSTAD	1,570.45								
		Acct: 06001738-00									
		Overpaid account, sent us her mortgage payment via billpay by accident. Need to									
		refund extra.									
1	03/11/25	UB Overpayment	1,570.45			6020		214100			101000
		Total for Vendor:	1,570.45								
124002	C	5137 JODI ROLLE	136.50								
		This is the old travel form. Mileage rate went up to \$0.70/mile for 2025.									
1	03/03/25	Mileage 01/01/25-02/28/25	136.50			1000		414100	340		101000
		Total for Vendor:	136.50								
124172		1155 JOHN FREEMAN	103.00								
		ND SAFETY COUNCIL CONFERENECE - BISMARCK, ND									
1	02/28/25	TRAVEL REIMBURSEMENT	103.00			6025		450000	340		101000
		Total for Vendor:	103.00								
124290		5536 JOHN KELLER	500.00								
1	0001 03/13/25	RMM Technical Consulting	500.00			1000		414104	497		101000
0001											
		Total for Vendor:	500.00								

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124092	C	2798 JOHNSON CONTROLS	2,143.49						
1	02/26/25	SM62 INDUCER ASSY REPAIR	2,143.49			6025 450000	826		101000
1-135306864780									
		Total for Vendor:	2,143.49						
124235		344 KARL'S AT THE NODAK CENTER	143.50						
1	12/17/24	D WRIGHT BOOTS	141.73			6010 450200	422		101000
343377188									
2	02/23/25	SERVICE CHARGE	1.77			6010 450200	422		101000
SC10000011									
		Total for Vendor:	143.50						
124284	C	3173 KIESLER POLICE SUPPLY, INC.	75,247.20						
PO - 200186									
1	03/05/25	glock 45MOS6 - Red Dot	75,247.20			1000 421000	987		101000
IN256089									
		Total for Vendor:	75,247.20						
123998	-98258E	4482 KOTAPAY	3,484.11						
03/07/25 payroll									
1	03/07/25	Child Support	3,484.11			1000 212549			101000
		Total for Vendor:	3,484.11						
124173	C	4385 KRISTIN KANE	103.00						
ND SAFETY COUNCIL CONFERENCE - BISMARCK, ND									
1	02/28/25	TRAVEL REIMBURSEMENT	103.00			1000 450000	340		101000
		Total for Vendor:	103.00						
124220	C	2508 KYLE HINRICHS	283.49						
1	02/26/25	us postal-travel to minot	137.47			1000 421000	340		101000
2	02/25/25	us postal-travel to twin citie	146.02			1000 421000	340		101000
		Total for Vendor:	283.49						

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123979		2085 LANGUAGE LINE SERVICES	41.10								
1	02/28/25	feb 2025 interpreter	41.10			1000		421000	304		101000
11543298											
		Total for Vendor:	41.10								
124233		260 LARS BODY SHOP	3,108.76								
1	03/11/25	#1210 PIT bumper	1,554.38			1000		421000	322		101000
270											
2	03/11/25	#1206 PIT bumper	1,554.38			1000		421000	322		101000
271											
		Total for Vendor:	3,108.76								
124244	C	277 LARSON WELDING & MACHINE CO	1,350.00								
1	02/20/25	CAT RENTAL - MOBOARD PLATE REP	1,350.00			1000		430000	427		101000
82417											
		Total for Vendor:	1,350.00								
124034	C	4767 LENOVO (UNITED STATES) INC.	1,781.33								
1	6471750767	01/31/25 Desktop Computer - GIS	1,781.33			1000		414000	497		101000
6471750767											
		Total for Vendor:	1,781.33								
124006	116026S	5534 LEVITY	75,000.00								
1	02/21/25	Enterprise Grant	75,000.00			2960		411900	654		101000
		Total for Vendor:	75,000.00								
123973	C	2466 LEXIPOL LLC	120.00								
		addition license per Derek Cruff									
		contract 1/1/2025 to 12/31/2025									
1	01/31/25	LEFTA new license fee	120.00			1000		421000	497		101000
INVPM11248837											
124029	C	2466 LEXIPOL LLC	11,964.00								
		12/01/24-01/31/26									
1	02/01/25	Annual Fire Policy Platform	2,529.00			1001		415000	465		101000
INVLEX11246747											

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2	02/01/25	Fire Supplemental Manuals	1,652.00			1001 415000	465		101000
		INVLEX11246747							
3	02/01/25	KMS Authoring (PaaS add-on)	7,783.00			1001 415000	465		101000
		INVLEX11246747							
		Total for Vendor:	12,084.00						
124089		4432 LIBERTY BUSINESS SYSTEMS INC	710.67						
1	03/07/25	out of contract toner-mail rm	710.67			1000 421000	410		101000
		556883							
		Total for Vendor:	710.67						
124038		2741 LOCATORS & SUPPLIES INC	34.84						
1	0319206-IN	03/05/25 Locator Tools	34.84			6020 450000	412		101000
		0319206-IN							
		Total for Vendor:	34.84						
124044		711 LUTHER FAMILY FORD	214.19						
1	02/21/25	repairs to #1218	214.19			1000 421000	427		101000
		FOCS648979							
124116		711 LUTHER FAMILY FORD	121.84						
1	02/05/25	#1206 STEERING REP	121.84			1000 421000	427		101000
		FOCS644112							
		Total for Vendor:	336.03						
123964		3502 M&T Fire	664.81						
1	02/26/25	FD MultiRAE Desktop Cradle	664.81			2060 415200	420		101000
		14135							
		Total for Vendor:	664.81						
124106		3304 MAC'S HARDWARE	701.65						
1	02/26/25	HARDWARE	2.00			1000 430001	427		101000
		1265							
2	02/18/25	HARDWARE	105.26			6020 450000	433		101000
		986							
3	02/04/25	SHOW SHOVEL	103.98			1000 430001	432		101000
		505							

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4 851	02/13/25 #4101 HOSE MENDER		5.79			6010 450200	427		101000
5 462	02/03/25 #8503 HARDWARE		11.15			7000 411600	427		101000
6 229	01/27/25 SHEET AL MILL/LEG ANGL		32.98			6025 450000	433		101000
7 265	01/28/25 SHEET AL MILL/LEG ANGL - RET		-32.98			6025 450000	433		101000
8 661	02/08/25 HARDWARE		96.72			1000 430001	427		101000
9 801	02/12/25 HARDWARE		0.44			6025 450000	427		101000
10 1067	02/20/25 HARDWARE/RUNNER		37.36			6025 450000	433		101000
11 1159	02/24/25 #7017 BALL VLV		22.99			6025 450000	427		101000
12 1343	02/28/25 #3022 TOOLS		62.99			1000 430000	432		101000
13 1282	02/27/25 MGNTC IMCT NTSTTR		12.99			1000 430000	433		101000
14 1232	02/26/25 J ZACHER - RUBBER BOOTS		119.99			1000 430001	422		101000
15 1227	02/26/25 B WOODROW - RUBBER BOOTS		119.99			1000 430001	422		101000
124141	3304 MAC'S HARDWARE		20.00						
1 1661273121	02/25/25 ACCT FEE		20.00			6025 450000	433		101000
124178	3304 MAC'S HARDWARE		5.56						
1 1422	03/04/25 #3061 HARDWARE		5.56			1000 430000	427		101000
Total for Vendor:			727.21						

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124011	C	3536 MACQUEEN	10,314.29								
1	02/17/25	L-75 Bent Handle	278.69			2060		415200	427		101000
P12190											
2	02/17/25	E-71 Wire Tags	18.32			2060		415200	427		101000
P12190											
3	02/20/25	K Frost 2025 Cap 1 1/16" tip	155.00			2060		415200	641		101000
P44155											
4	02/25/25	L-75 Blue Knob, Ball	36.81			2060		415200	427		101000
P12237											
5	02/26/25	E-71 Seatbelt repairs	63.97			2060		415200	427		101000
P12249											
6	02/28/25	Bulk Air Cleaner Filters	1,170.46			2060		415200	427		101000
P12266											
7	02/28/25	K Frost TFT Adapter	353.93			2060		415200	641		101000
P44693											
8	03/03/25	L-75 Shock absorb, front & till	1,053.66			2060		415200	427		101000
P12271											
9	03/03/25	E-75 Shock absorb 91-series	1,053.65			2060		415200	427		101000
P12271											
10	03/03/25	K Frost K-12 Blade	226.75			2060		415200	641		101000
P44810											
11	03/03/25	K Frost Brass Floor Below nozz	5,034.08			2060		415200	864		101000
P44834											
12	02/27/25	K Frost Elkhart smooth bore sh	370.00			2060		415200	641		101000
P44614											
13	02/28/25	E-71 Seat Belt Repair	498.97			2060		415200	427		101000
P12263											
124285	-98254E	3536 MACQUEEN	1733,766.03								
		2024 Pierce Velocity Aerial Platform Fire Truck									
1	E00231	03/06/25 2024 Ladder Truck	1733,766.03			2060		415200	610		101000
E00231											
Total for Vendor:			1744,080.32								

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124012	C	4637 MAMMOTH HOLDINGS LLC	570.00						
1	02/28/25	feb 2025 car wash	570.00			1000 421000	427		101000
		INV103770							
		Total for Vendor:	570.00						
123980	C	5416 MARCO TECHNOLOGIES LLC NW 7128	85.00						
1	03/03/25	feb 2025 pd plotter	85.00			1000 421000	428		101000
		INV13590595							
124150	C	5416 MARCO TECHNOLOGIES LLC NW 7128	40.00						
1	13367887	01/06/25 Fax # transfer fee	100.00			1000 415000	497		101000
		INV13367887							
2	CM626728	03/11/25 Credit	-60.00			1000 415000	497		101000
		CM626728							
124151	C	5416 MARCO TECHNOLOGIES LLC NW 7128	44.99						
1	13620590	03/11/25 Cloud fax service - Mar 2025	44.99			1000 415000	497		101000
		INV13620590							
		Total for Vendor:	169.99						
124066		5349 MARCO TECHNOLOGIES, LLC	1,641.36						
1	38725461	03/07/25 Finance	166.42			1000 414100	428		101000
		38725461							
2	38725461	03/07/25 Non-Departmental	456.68			1000 415000	428		101000
		38725461							
3	38725461	03/07/25 Planning / Inspections	108.45			1000 418000	428		101000
		38725461							
4	38725461	03/07/25 HR	35.30			1000 414103	428		101000
		38725461							
5	38725461	03/07/25 Court	228.03			1000 412000	428		101000
		38725461							
6	38725461	03/07/25 Police	23.80			1000 421000	428		101000
		38725461							
7	38725461	03/07/25 PW Water	170.55			6020 450000	428		101000
		38725461							
8	38725461	03/07/25 PW Sanitation	150.26			6010 450200	428		101000
		38725461							

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9	38725461	03/07/25 Fire	50.32			2060		415200	428		101000
38725461											
10	38725461	03/07/25 IT	108.45			1000		414104	428		101000
38725461											
11	38725461	03/07/25 Fleet & Facilities	34.65			1000		455000	428		101000
38725461											
12	38725461	03/07/25 Admin	108.45			1000		414000	428		101000
38725461											
124088	E	5349 MARCO TECHNOLOGIES, LLC	67.69								
1	03/07/25	mar 2025 training rm	67.69			1000		421000	428		101000
38725462											
124215	E	5349 MARCO TECHNOLOGIES, LLC	680.25								
1	02/25/25	LEASE FOR PRINTERS	680.25			7000		411600	428		101000
38653364											
Total for Vendor:			2,389.30								
124132		3384 MATHESON TRI-GAS INC	144.46								
1	02/21/25	CYLINDER RENTAL	68.98			6020		450000	433		101000
0031086943											
2	02/21/25	C02	75.48			6020		450000	438		101000
0031068617											
Total for Vendor:			144.46								
124154		3119 MATT RETKA	50.00								
1	03/12/25	Mar WF Airport Secretary	50.00			7050		500000	120		101000
Total for Vendor:			50.00								
123988		308 MATTHEW BENDER & CO., INC	32.43								
1	44793413	02/18/25 ND Court Rules	32.43			1000		412000	410		101000
44793413											
Total for Vendor:			32.43								

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123965	C	299 MENARDS (FIRE)	23.60								
1	02/26/25	FD Parts for making Oil Pumper	23.60			2060		415200	500		101000
50807											
		Total for Vendor:	23.60								
124277	C	5206 MENARDS (POLICE)	14.97								
PO - 200229											
1	03/12/25	#30360698 Booking Room	14.97			2975		421000	641	18	101000
51790											
		Total for Vendor:	14.97								
124035	C	4622 MENARDS (PUBLIC WORKS)	28.77								
1	51206 03/04/25	IT Tools	28.77			1000		414104	410		101000
51206											
124039	C	4622 MENARDS (PUBLIC WORKS)	26.16								
1	48992 01/29/25	Engineering Tools	19.99			1000		414200	432		101000
48992											
2	51139 03/03/25	Engineering Supplies	6.17			1000		414200	410		101000
51139											
124099	C	4622 MENARDS (PUBLIC WORKS)	1,725.90								
1	03/06/25	SHOP RAGS/CLEANER	238.87			1000		455000	433		101000
51385											
2	01/29/25	HARDWARE	12.87			6020		450000	433		101000
48941											
3	03/06/25	LUMBER	164.64			6020		450000	438		101000
51360											
4	03/06/25	TUBE CUTTER KIT	99.45			6020		450000	432		101000
51375											
5	02/27/25	SNOWFENCE	53.86			6020		450000	438		101000
50878											
6	03/03/25	WIRE STRIPER/SCREWDRIVER	29.48			1000		430000	432		101000
51125											
7	01/21/25	HANDWARMERS	93.38			6010		450200	433		101000
48425											

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8 51145	03/03/25 LUMBER		109.76			6020 450000	438		101000
9 50350	02/19/25 VALVE RETURN		-12.99			1000 455000	420		101000
10 50341	02/19/25 SPRAY PAINT		92.72			6025 450000	433		101000
11 50858	02/27/25 UTILITY KNIFE		1.99			1000 430000	432		101000
12 50648	02/24/25 BATTERIES		29.94			1000 430000	487		101000
13 48986	01/29/25 FAN		149.00			1000 455000	420		101000
14 50710	02/25/25 TAPE/CABLE TIES		28.92			6025 450000	433		101000
15 50885	02/27/25 HARDWARE		47.83			6025 450000	433		101000
16 50856	02/27/25 DRYWALL REPAIR		42.88			1000 455000	420		101000
17 48944	01/29/25 CONTACT CEMENT		15.76			1000 455000	420		101000
18 50334	02/19/25 BATHROOM REPAIR		80.94			1000 455000	420		101000
19 50352	02/19/25 BATHROOM REPAIR		45.23			1000 455000	420		101000
20 50450	02/20/25 CORD/UTILITY KNIFE/DOOR STOP		32.24			1000 455000	500		101000
21 50860	02/27/25 FUEL PREMIX		45.08			2210 428000	424		101000
22 50784	02/26/25 #7104 TOOL STOCK		88.10			6025 450000	610		101000
23 50439	02/20/25 ANTIFREEZE		35.88			6020 450000	438		101000
24 50802	02/26/25 HARDWARE		17.91			6020 450000	432		101000
25 51392	03/06/25 TOOLBOX		99.90			1000 430000	433		101000
26 51361	03/06/25 CONTRACTOR BAGS		62.94			1000 430001	358		101000

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27 51236	03/04/25 PIPE		19.32			1000 455000	420		101000
124109 1 51442	C 4622 MENARDS (PUBLIC WORKS) 03/07/25 MAILBOX REPAIR		193.46 169.57			1000 430000	444		101000
2 51243	03/04/25 ALL WEATHER CORD		23.89			1000 455000	500		101000
124163 1 51365	C 4622 MENARDS (PUBLIC WORKS) 03/06/25 SHOP SUPPLIES		44.33 40.36			6010 450200	433		101000
2 51725	03/11/25 STARTER HANDLE & ROPE		3.97			6020 450000	432		101000
124166 1 51194	C 4622 MENARDS (PUBLIC WORKS) 03/04/25 LIGHT		55.03 55.03			6020 450000	420		101000
124246 1 50343	C 4622 MENARDS (PUBLIC WORKS) 02/19/25 #3301 TOOLS		666.81 221.93			1000 430000	610		101000
2 50344	02/19/25 #3300 TOOLS		444.88			1000 430000	610		101000
124249 1 51729	C 4622 MENARDS (PUBLIC WORKS) 03/11/25 #7102 TOOLS		93.27 63.79			6025 450000	610		101000
2 51641	03/10/25 TAPE/SS STRIPPER		29.48			6025 450000	432		101000
124307 1 51639	C 4622 MENARDS (PUBLIC WORKS) 03/10/25 #7102 TOOLS		195.14 11.17			6025 450000	610		101000
2 51477	03/07/25 #7102 TOOLS		71.21			6025 450000	610		101000
3 51590	03/09/25 #7102 TOOLS		112.76			6025 450000	610		101000
Total for Vendor:			3,028.87						

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124065		323 METRO COG	4,995.11						
1	1052	03/06/25 West 94 Area Transportation	4,995.11			4439 480000	313		101000
1052									
		Total for Vendor:	4,995.11						
123966	E	2766 MIDCONTINENT COMMUNICATIONS	186.76						
		Fire Department 02-25 03-24							
1		02/27/25 FD 02-25 thru 03-24	186.76			2060 415200	527		101000
37257170114582									
124167	E	2766 MIDCONTINENT COMMUNICATIONS	321.17						
1		02/23/25 TRANSFER STATION INTERNET	130.39			6010 450200	497		101000
22121930114576									
2		03/01/25 PW INTERNET	190.78			1000 450000	497		101000
18410720114586									
124291	E	2766 MIDCONTINENT COMMUNICATIONS	1,250.39						
1		14608 03/11/25 193293401 - 3100&3150 Sheyenne	1,250.39			2310 452120	497		101000
19329340114608									
		Total for Vendor:	1,758.32						
123974		102 MIDSTATES WIRELESS	40.00						
1		03/03/25 anderson squad - mic	40.00			1000 421000	641		101000
205017948-1									
124050		102 MIDSTATES WIRELESS	42.00						
1		03/06/25 cable for 1223 MCU	42.00			2531 421000	610		101000
205017908-1									
		Total for Vendor:	82.00						
124302		2779 MIDWEST OVERHEAD CRANE	233.18						
1		11/29/24 NOV 2024 CRANE INSPECTION	233.18			6020 450000	448		101000
166032									
		Total for Vendor:	233.18						

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124278	C	1854 MIDWEST TAPE	1,172.44								
1	02/20/25	DVD	6.99			7000		411600	664		101000
506782985											
2	02/26/25	DVD	37.78			7000		411600	664		101000
506806323											
3	02/26/25	DVD	86.94			7000		411600	664		101000
506801996											
4	02/26/25	DVD	23.97			7000		411600	664		101000
506801997											
5	02/26/25	DVD	43.51			7000		411600	664		101000
506801998											
6	02/26/25	DVD	30.72			7000		411600	664		101000
506801999											
7	02/26/25	DVD	44.34			7000		411600	664		101000
506806320											
8	02/26/25	DVD	86.13			7000		411600	664		101000
506806321											
9	02/26/25	DVD	238.98			7000		411600	664		101000
506806322											
10	02/26/25	DVD	42.90			7000		411600	664		101000
506806324											
11	03/05/25	DVD	42.72			7000		411600	664		101000
506839147											
12	03/05/25	DVD	38.94			7000		411600	664		101000
506839148											
13	03/05/25	DVD	34.03			7000		411600	664		101000
506839780											
14	03/05/25	DVD	20.22			7000		411600	664		101000
506839781											
15	03/05/25	DVD	120.84			7000		411600	664		101000
506839782											
16	03/12/25	DVD	32.53			7000		411600	664		101000
506873023											
17	03/12/25	DVD	118.21			7000		411600	664		101000
506873022											
18	03/12/25	DVD	27.72			7000		411600	664		101000
506873021											

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19	03/12/25	DVD	75.47			7000		411600	664		101000
506873024											
20	03/12/25	DVD	19.50			7000		411600	664		101000
506873025											
Total for Vendor:			1,172.44								
123971	C	688 MOTOROLA SOLUTIONS, INC	22,395.00								
Portable Radios: Serial Numbers											
756CBD0390, 756CBD0391, 756CBD0392, 756CBD0393, 756CBD0394											
1	02/19/25	5 Portable Radio 4-2025 1-2024	22,395.00			2060		415200	864		101000
8282079515											
Total for Vendor:			22,395.00								
124193	C	298 MVTL LABORATORIES	238.25								
1	03/05/25	WATER TESTING	238.25			6025		450000	335		101000
1295537											
Total for Vendor:			238.25								
124075		728 NAPA CENTRAL	117.16								
1	03/03/25	#1196 FLT DISC PADS	76.02			1000		421000	427		101000
451850											
2	03/03/25	#4003 HYD COUPLING	41.14			6010		450200	427		101000
719716											
124127		728 NAPA CENTRAL	157.18								
1	03/07/25	BRAKE ROTOR	157.18			1000		421000	427		101000
14037482											
Total for Vendor:			274.34								
123977		986 ND CHIEFS OF POLICE ASSOCIATION	400.00								
contract: 1/1/2025 to 12/31/2025											
1	02/25/25	annual membership	400.00			1000		421000	667		101000
2025-01001											
Total for Vendor:			400.00								

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124108		3428 ND DEPARTMENT OF ENVIRONMENTAL	734.08								
1	02/28/25	WATER TESTING	734.08			6020		450000	335		101000
202502.078400											
		Total for Vendor:	734.08								
124000		335 ND DEPT OF TRANSPORTATION	912.51								
1	0002510119	02/12/25 Project 9020	912.51			4137		480000	670		101000
0002510119											
		Total for Vendor:	912.51								
124146		337 ND LEAGUE OF CITIES	60.00								
1	13424	02/24/25 LGCC Registration - Bernie	60.00			1000		415000	340		101000
13424											
		Total for Vendor:	60.00								
124091		333 ND MOTOR VEHICLE DEPT.	34.50								
1	03/11/25	#1224 reg tabs title	11.50			1000		421000	667		101000
2	03/11/25	#1225 reg tabs title	11.50			1000		421000	667		101000
3	03/11/25	#1226 reg tabs title	11.50			1000		421000	667		101000
		Total for Vendor:	34.50								
123997	-98259E	363 ND PERS	10,535.72								
	03/07/25	Payroll									
1	03/07/25	457b Def Comp - Contributions	10,535.72			1000		212532			101000
		Total for Vendor:	10,535.72								
124308		1946 ND STATE ELECTRICAL BOARD	200.00								
1	03/14/25	SCOTT RUDOLPH CERT	200.00			1000		430000	667		101000
		Total for Vendor:	200.00								
124144		336 NDAAO	870.00								
		NDAAO course - Frank Holzhey									
		05/05/25-05/09/25									
1	03/11/25	NDAAO Course Registration	870.00			1000		414101	340		101000
		Total for Vendor:	870.00								

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124112	C	756 NELCO FIRST AID	71.28								
1	03/09/25	SA- FIRST AID SUPPLIES	71.28			6010		450200	639		101000
250275											
124219	C	756 NELCO FIRST AID	98.84								
1	03/09/25	FIRST AID KIT SUPPLIES	98.84			7000		411600	672		101000
250273											
Total for Vendor:			170.12								
124078		1600 NELSON AUTO CENTER FLEET DEPT	148,195.58								
#1224,	PO-200179										
#1225,	PO-200181										
#1226,	PO-200182										
1	01/23/25	#1224 new squad	49,135.86			1000		421000	610		101000
F S134											
2	01/23/25	#1225 new squad	49,529.86			1000		421000	610		101000
F S132											
3	01/22/23	#1226 new squad	49,529.86			1000		421000	610		101000
F S133											
Total for Vendor:			148,195.58								
124263	C	5431 NEOTREKS INC	2,040.00								
1	03/01/25	PLOW OPS SUBSCRIPTION (MAR)	2,040.00			1000		430000	497		101000
04320											
Total for Vendor:			2,040.00								
123992	C	2261 NETWORK CENTER INCORPORATED	7,323.00								
Office 365 G1 - 160 licenses											
Office 365 G3 - 227 licenses											
MS Teams Rooms Pro - 9 licenses											
Power BI Pro - 1 license											
Office 365 G5 - 2 licenses											
Teams Phone - 1 license											
1	INV228904	03/03/25 Microsoft 365 Subscriptions	7,323.00			1000		414104	497		101000
INV228904											
Total for Vendor:			7,323.00								

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124052		2812 NORTH DAKOTA HIGHWAY PATROL	1,500.00						
1	03/06/25	6 registrations - training	1,500.00			1000 421000	340		101000
2025-0037									
		Total for Vendor:	1,500.00						
124197		4497 NORTH DAKOTA STATE UNIVERSITY	312.00						
1	02/18/25	REAL COLOR BOOKS	312.00			7000 411600	340		101000
		Total for Vendor:	312.00						
124280		1966 NORTH IOWA K-9	3,000.00						
1	03/09/25	handler trning for K9 Q	3,000.00			1000 421000	340		101000
		Total for Vendor:	3,000.00						
124295	C	5240 NORTHERN ENGINE & SUPPLY	1,192.09						
1	02/25/25	#2201 NIPPLE/FITTINGS/DUST PLU	1,192.09			6020 450000	427		101000
263855									
		Total for Vendor:	1,192.09						
124097		4892 NORTHWEST TIRE INC.	19.71						
1	03/06/25	#7602 TIRE REPAIR	19.71			4387 480000	427		101000
26054687									
124115		4892 NORTHWEST TIRE INC.	250.57						
1	03/05/25	#3039 TIRE REPAIR	17.86			1000 430000	427		101000
26054660									
2	02/27/25	#3070 TIRE REPAIR	19.71			1000 430000	427		101000
26054534									
3	02/28/25	#5703 SENSOR	213.00			1000 430002	427		101000
26054544									
124301		4892 NORTHWEST TIRE INC.	433.64						
1	03/13/25	#3008 TIRES	433.64			1000 430000	427		101000
26054832									
		Total for Vendor:	703.92						

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124084		5440 NORTHWEST TIRE INC. (PD)	857.06								
1	03/10/25	#1205 alignment	148.79			1000		421000	427		101000
26054776											
2	03/10/25	#1205 tires	708.27			1000		421000	427		101000
26054768											
124276		5440 NORTHWEST TIRE INC. (PD)	708.27								
1	03/11/25	#1218 tires	708.27			1000		421000	427		101000
26054766											
Total for Vendor:			1,565.33								
124122		4223 NORTHWEST TRUCK & TRAILER	93.51								
1	03/05/25	GLADHAND SWINGERS	93.51			4387		480000	427		101000
05P41971											
Total for Vendor:			93.51								
124120	C	330 NORTHWESTERN EQUIPMENT INC.	406.40								
1	03/04/25	5TA LATCH	406.40			6010		450200	433		101000
55094											
124199	C	330 NORTHWESTERN EQUIPMENT INC.	490.10								
1	03/04/25	THIMBLE/LATCH	314.34			6010		450200	427		101000
55099											
2	02/28/25	#4200 THIMBLE	175.76			6010		450200	427		101000
55082											
Total for Vendor:			896.50								
124126		753 O'DAY EQUIPMENT	39.96								
1	02/24/25	#2001B MULTI PLANE SWIVEL	39.96			6020		450000	427		101000
168211											
Total for Vendor:			39.96								
123967		1774 O'REILLY AUTOMOTIVE STORES, INC	265.25								
1	02/26/25	FD Bulk Gear Lube	259.96			2060		415200	424		101000
1932-425903											
2	03/03/25	FD SQ 75 5 Amp Blade	5.29			2060		415200	500		101000
6022-206278											
Total for Vendor:			265.25								

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124093		4744 O'REILLY AUTOMOTIVE STORES, INC	1,700.81								
1	02/24/25	#5700 WIPER BLADES	47.98			1000		430002	427		101000
1932424973											
2	02/21/25	#1208 BATTERY	225.06			1000		421000	427		101000
1932424149											
3	02/24/25	#1188 TIE ROD/CV SHIFT	122.07			1000		421000	427		101000
1932425005											
4	02/25/25	SM72 BATTERY	316.90			6025		450000	826		101000
1932425415											
5	02/25/25	PD BATTERY STOCK	143.29			1000		421000	427		101000
1932425415											
6	02/25/25	#1208 BATTERY	225.06			1000		421000	427		101000
1932425472											
7	03/05/25	PD WATER PUMP	109.71			1000		421000	427		101000
1932428216											
8	03/06/25	#7026 CORE RETURN	-50.00			6025		450000	427		101000
1932428544											
9	03/05/25	#261 TAIL LGT ASSY	100.97			6020		450000	427		101000
1932428214											
10	03/04/25	#7026 MICRO V BELT	25.72			6025		450000	427		101000
1932427836											
11	03/06/25	#159 BLOWER MOTOR	65.24			1000		421000	427		101000
1932428625											
12	03/04/25	#7026 ALTERNATOR	368.81			6025		450000	427		101000
1932427759											
124121		4744 O'REILLY AUTOMOTIVE STORES, INC	371.10								
1	03/11/25	#164 BATTERY	219.18			1000		421000	427		101000
1932430221											
2	02/20/25	#7602 BLOWER MOTOR	86.95			4387		480000	427		101000
1932423804											
3	03/07/25	#164 SWAY LINK KT	39.97			1000		421000	427		101000
1932428941											
4	03/07/25	#1197 MICRO V BELT	25.00			1000		421000	427		101000
1932428853											

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124174		4744 O'REILLY AUTOMOTIVE STORES, INC	312.48						
1	03/12/25	#5702 AXLE SEAL	48.86			1000 430002	427		101000
1932430640									
2	03/11/25	#5702 SEMI-MET PAD/ROTORS	263.62			1000 430002	427		101000
1932430299									
Total for Vendor:			2,384.39						
124040		5193 OCHO INDY, LLC	30,006.00						
Dist 1345 Invoices									
07/2024-02/2025									
Sandhills 6th Addition									
1		Dist 1345 - Sandhills 6th Add	30,006.00			4009 480000	313		101000
Total for Vendor:			30,006.00						
124022	C	352 OK TIRE STORE - COM CTR	170.00						
1	03/04/25	FD E-75 Realignment	170.00			2060 415200	497		101000
05-368213									
124183	C	352 OK TIRE STORE - COM CTR	70.00						
1	02/06/25	#2006 TIRE REPAIR	70.00			6020 450000	427		101000
05-367357									
Total for Vendor:			240.00						
124184		399 OLYMPIC SALES	1,298.42						
1	02/27/25	#4201 TAILGATE LOCK CYLINDER	421.58			6010 450200	427		101000
15396									
2	02/25/25	#4200 KICK BAR PIVOT BASE	876.84			6010 450200	427		101000
15388									
124225		399 OLYMPIC SALES	7,139.36						
1	02/27/25	#4021 ASK PACK CYLINDER	7,139.36			6010 450200	427		101000
15379									
Total for Vendor:			8,437.78						

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124027 1 228349	02/26/25	276 OSTROMS ACE HARDWARE FD Tube Vinyl	3.18 3.18			2060 415200	500		101000
Total for Vendor:			3.18						
124082 1 228338 2 228350 3 228372	02/25/25 02/26/25 03/03/25	5119 OSTROMS ACE HARDWARE (PW) HARDWARE/BATTERIES KEYLESS GARAGE ENTRY HITCH PIN	102.80 35.04 51.99 15.77			1000 455000 6020 450000 6025 450000	420 420 639		101000 101000 101000
124111 1 228392 2 228188	03/05/25 01/27/25	5119 OSTROMS ACE HARDWARE (PW) DISTILLED WATER HARDWARE	7.78 0.98 6.80			1000 455000 1000 455000	420 420		101000 101000
124164 1 228287	02/13/25	5119 OSTROMS ACE HARDWARE (PW) TORCH HEAD/PROPANE	65.98 65.98			6010 450200	433		101000
Total for Vendor:			176.56						
124221 1 02139C025060440	C 02/26/25	2126 OVERDRIVE, INC EBOOK/AUDIOBOOK	817.71 817.71			7000 411600	650		101000
Total for Vendor:			817.71						
124071 1 592760-25A 2 592761-25A 3 592759-25A	C 03/01/25 03/01/25 03/01/25	1648 PARKLAND USA CORPORATION DBA BULK DIESEL - PW BULK 87 ETHANOL - PW BULK DIESEL - 40TH AVE	75,497.76 18,909.10 18,835.51 18,901.16			1000 140000 1000 140000 1000 140000			101000 101000 101000

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4	03/01/25	BULK 87 ETHANOL - 40TH AVE	18,851.99			1000 140000			101000
592758-25A									
		Total for Vendor:	75,497.76						
124041		4830 PDQ.COM	4,626.72						
03/07/25-03/07/26									
1	PDQ-43196	03/07/25 Connect Plus	4,626.72			1000 414104	497		101000
PDQ-43196									
		Total for Vendor:	4,626.72						
124028	C	563 PETRO SERVE USA	536.48						
1	02/28/25	FD February Fuel Usaget	536.48			2060 415200	424		101000
0967995-FD									
124062	C	563 PETRO SERVE USA	4,439.64						
1	0967933 02	02/28/25 WF Airport Fuel	4,439.64			7050 500000	420		101000
0967933 02/25									
124081	C	563 PETRO SERVE USA	310.80						
1	03/03/25	#380 CENEX POWR TRANS 10W	310.80			1000 430000	424		101000
101846									
124180	C	563 PETRO SERVE USA	1,724.40						
1	02/27/25	GREASE	1,724.40			6025 450000	424		101000
101831									
124264	C	563 PETRO SERVE USA	219.80						
1	02/27/25	ANTI FREEZE	219.80			6025 450000	427		101000
101833									
		Total for Vendor:	7,231.12						
124262	C	4034 PETRO SERVE USA #63	270.00						
1	02/20/25	409B DIESEL	110.00			6010 450200	424		101000
9685									
2	02/20/25	409B DIESEL	160.00			6010 450200	424		101000
1915									

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124267	C	4034 PETRO SERVE USA #63	53.85								
1	02/06/25	BOBCAT DIESEL	37.45			6025		450000	424		101000
9176											
2	02/06/25	SNOWBLOWER PREMIUM	16.40			6025		450000	424		101000
4923											
Total for Vendor:			323.85								
124224		384 PITNEY BOWES GLOBAL FINANCIAL	231.00								
1	03/05/25	LEASE FOR PITNEYSHIP CUBE	231.00			7000		411600	428		101000
3320449860											
Total for Vendor:			231.00								
123987	C	1295 PRO-WEST & ASSOCIATES, INC	4,180.00								
1	00001325-C	02/28/25 GIS Tech Support 03/25-02/	4,180.00			1000		414000	497		101000
0000001325-C											
Total for Vendor:			4,180.00								
124159	C	2882 PYE-BARKER FIRE & SAFETY	374.00								
1	03/11/25	FD Ext. Annual Maintenance	374.00			2060		415200	428		101000
00324687											
Total for Vendor:			374.00								
124095		2982 RDO EQUIPMENT CO	273.68								
1	03/06/25	FILTER KIT	273.68			1000		430001	427		101000
P1282154											
124243		2982 RDO EQUIPMENT CO	1,137.08								
1	03/05/25	#7701 THROTTLE PEDAL REPAIR	1,137.08			4387		480000	427		101000
W3190454											
Total for Vendor:			1,410.76								
124114		3893 RDO TRUCK CENTERS	621.60								
1	02/27/25	#7042 TRANSMISSION REPAIR	621.60			4387		480000	427		101000
165971FF											
Total for Vendor:			621.60								

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124051	C	3204 RECORD KEEPERS	17.50						
1	02/28/25	rotate full bin - paper	17.50			1000 421000	420		101000
A279754									
124147	C	3204 RECORD KEEPERS	35.00						
1	A279753 02/28/25	City Hall / Court Shred Bins	35.00			1000 415000	420		101000
A279753									
Total for Vendor:			52.50						
124191		1016 RED WING BUSINESS ADVANTAGE	407.98						
1	03/04/25	J ZACHER BOOTS	178.49			1000 430001	422		101000
176953									
2	03/04/25	P MONTPLAISIR BOOTS	229.49			1000 430001	422		101000
176940									
Total for Vendor:			407.98						
124085		5250 RENEWED AUTO DETAILING	275.00						
1	03/11/25	#1175 detail	275.00			1000 421000	427		101000
000011									
Total for Vendor:			275.00						
124227	C	5509 RHYS LUGER	255.95						
		SHADE TREE CONFERENCE - MPLS							
1	03/13/25	TRAVEL REIMBURSEMENT	255.95			2210 428000	340		101000
Total for Vendor:			255.95						
124229	C	5508 ROBERT HELMING	238.00						
		SHADE TREE CONFERENCE - MPLS							
1	03/13/25	TRAVEL REIMBURSEMENT	238.00			2210 428000	340		101000
Total for Vendor:			238.00						
124265		4542 RSC REFINISH SUPPLY CO	233.63						
1	02/26/25	#7302 FUL THAN/BASE	233.63			6010 450200	427		101000
847026785									
Total for Vendor:			233.63						

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124054 1	C 03/07/25	2291 RYAN WUOLLET clothing reimb	268.40 268.40			1000 421000	422		101000
		Total for Vendor:	268.40						
124187 1 604013	C 02/24/25	5513 SAFERITE SOLUTIONS INC #7104 CONFINED SPACE MAST BASE	4,840.00 4,840.00			6025 450000	610		101000
		Total for Vendor:	4,840.00						
124103 1 000289	E 03/11/25	3353 SAM'S CLUB MC/SYNCB CPA bakery	31.94 31.94			1000 421000	375		101000
124113 1	E 03/10/25	3353 SAM'S CLUB MC/SYNCB PW - PAPER PRODUCTS	137.88 137.88			6020 450000	500		101000
		Total for Vendor:	169.82						
124024 Fire Department 1 9658 2415 9397 2 2339 8673 4		1881 SAM'S CLUB/SYNCHRONY BANK (FD) Station Supplies #75 Station Supplies #76	566.89 40.94 525.95			2060 415200 2060 415200	500 500		101000 101000
		Total for Vendor:	566.89						
123995 1 #7		437 SANDY'S DONUTS & COFFEE SHOP #7 03/04/25 Enterprise Grant	450.00 450.00			2960 411900	654		101000
		Total for Vendor:	450.00						
124100 1 92049 2 92058	C 03/03/25	454 SANITATION PRODUCTS #7000 HOSE END PIRANHA #7033 PONENTIOMETER	591.57 81.03 510.54			6025 450000 6025 450000	427 427		101000 101000
		Total for Vendor:	591.57						

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124013		450 SCHEELS	167.98								
	PO - 200225										
	1	03/05/25 shoes for schweyen	167.98			1000		421000	422		101000
	40566										
124047		450 SCHEELS	39.99								
	PO - 200226										
	1	03/05/25 comfort dog clover	39.99			1000		421000	915		101000
	40569										
124232		450 SCHEELS	25.99								
	PO - 200230										
	1	03/12/25 bike equipment	25.99			1000		421000	641		101000
	40582										
		Total for Vendor:	233.96								
124287		5501 SHEYENNE 32 EAST LLC EPIC	699.67								
	3150	Sheyenne St - Unit A									
	1	02/01/25 CAM/Operating Exp - Feb	484.00			2960		411900	416		101000
	2	02/01/25 Parking Fee - Feb	79.17			2960		411900	416		101000
	3	02/01/25 Plaza Fee - Feb	136.50			2960		411900	416		101000
124289		5501 SHEYENNE 32 EAST LLC EPIC	699.67								
	3150	Sheyenne St - Unit A									
	1	03/01/25 CAM/Operating Exp - Mar	484.00			2960		411900	416		101000
	2	03/01/25 Parking Fee - Mar	79.17			2960		411900	416		101000
	3	03/01/25 Plaza Fee - Mar	136.50			2960		411900	416		101000
		Total for Vendor:	1,399.34								
124014	C	2885 SHORTPRINTER	622.30								
	1	02/25/25 4 part evidence form	622.30			1000		421000	668		101000
	158416										
		Total for Vendor:	622.30								

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124110	C	91 SIGN SOLUTIONS USA	641.92						
1	03/10/25	SIGNS	641.92			1000 430001	358		101000
416151									
		Total for Vendor:	641.92						
123991		2655 SIMPLIFILE	50.00						
1	02/28/25	Service 02/01/25-02/28/25	50.00			1000 418000	668		101000
NDT8B3-02282025									
		Total for Vendor:	50.00						
124273		360 SIX ROBBLEES INC	420.97						
1	02/24/25	#3300 TOOLS	322.11			1000 430000	610		101000
26P2389									
2	03/10/25	#251 HUB	64.94			6020 450000	427		101000
26P2671									
3	03/10/25	#251 STUD/NUT	29.55			6020 450000	427		101000
26P2670									
4	03/12/25	#5500 GREASE CAP/PLUG	4.37			1000 430001	427		101000
26P2739									
		Total for Vendor:	420.97						
124134		4048 SNS AUTO SUPPLY	188.00						
1	03/10/25	DEGREASER	188.00			6010 450200	433		101000
38023									
		Total for Vendor:	188.00						
124156	C	465 SPARTAN STORES LLC	107.92						
Fire Department									
1	03/12/25	FD Coffee for 2nd floor	107.92			2060 415200	500		101000
Coffee for 2nd floor									
		Total for Vendor:	107.92						
123959	C	3516 STEIN'S INC	346.16						
1	03/03/25	FD St 75 & 76 Paper Products	346.16			2060 415200	500		101000
953287									
		Total for Vendor:	346.16						

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124168		38 STRATA CORPORATION	2,380.00								
1	02/28/25	CLASS 5	2,380.00			6020		450000	394		101000
754896											
		Total for Vendor:	2,380.00								
123972		88 STREICHER'S INC	130.30								
1	03/04/25	less lethat equipment	130.30			1000		421000	987		101000
I1749207											
		Total for Vendor:	130.30								
124087		2821 STROHMAN ENTERPRISE, INC	614.18								
PO - 200224											
1	02/18/25	patrol rifle optic	614.18			1000		421000	987		101000
250486											
		Total for Vendor:	614.18								
124155		3252 SUBSURFACE SOLUTIONS	8,358.76								
1	26931 03/03/25	Locator receiver	8,358.76			6020		450000	412		101000
26931											
		Total for Vendor:	8,358.76								
123968		C 5264 SUNSET HEALTHCARE SOLUTIONS, INC	62.99								
1	02/25/25	FD Bi-Directional Cannula Valv	62.99			2060		415200	500		101000
1337950											
		Total for Vendor:	62.99								
124101		C 733 SWANSTON EQUIPMENT CORP	1,404.14								
1	02/20/25	#350B S/D COVER	853.91			1000		430000	427		101000
P10249											
2	03/06/25	#5402 WASHER	2.87			1000		430001	427		101000
P10532											
3	03/04/25	#5402 BEARING/BOBTACH	3,201.61			1000		430001	427		101000
P10458											
4	03/05/25	#5402 BEARING/BOBTACH - RET	-3,201.61			1000		430001	427		101000
P10474											
5	03/03/25	#5402 SEAL KIT	157.80			1000		430001	427		101000
P10396											

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6 P10473	03/05/25	#5402 TIE ROD	389.56			1000 430001	427		101000
124162 1 E10666	C 03/11/25	733 SWANSTON EQUIPMENT CORP #7304 2025 MUSCOX BLOWER	15,050.00 15,050.00			1000 430001	870		101000
124200 1 P10631	C 03/11/25	733 SWANSTON EQUIPMENT CORP #7014 TOOTH	357.60 357.60			6025 450000	427		101000
124214 1 E10668	C 03/11/25	733 SWANSTON EQUIPMENT CORP #5432 T7 TRACKLESS	250,299.70 250,299.70			1000 430001	870		101000
Total for Vendor:			267,111.44						
124045 PO - 200223 1 INV161025	C 03/04/25	5111 TACMED SOLUTIONS pocket medical kits	563.31 563.31			1000 421000	641		101000
Total for Vendor:			563.31						
124018 1 Fire Dept 00244942	3411 THE UPS STORE #6740 02/27/25	Knoxbox return/repairs	24.57 24.57			2060 415200	661		101000
Total for Vendor:			24.57						
124230 1 PS0607205-1	C 03/04/25	3352 TITAN MACHINERY - FARGO PLOW BLADES	30,663.03 30,663.03			1000 430000	381		101000
Total for Vendor:			30,663.03						
123990 State Fire School in Minot 1 State Fire School	1734 TOM CLARK 02/27/25	Meal Reimbursement	81.81 81.81			2060 415200	340		101000
Total for Vendor:			81.81						

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124131	C	1285 TRAFFIC CONTROL CORPORATION	444.00								
1	02/26/25	FLUXLIGHT	444.00			1000		430002	487		101000
156755											
		Total for Vendor:	444.00								
124171		3787 TUCKER BUCHOLZ	103.00								
		ND SAFETY COUNCIL CONFERENCE - BISMARCK, ND									
1	02/28/25	TRAVEL REIMBURSEMENT	103.00			6020		450000	340		101000
		Total for Vendor:	103.00								
124169	C	665 TWIN CITY GARAGE DOOR	3,341.00								
1	02/27/25	PW - GARAGE DOOR SPRINGS	1,862.00			6020		450000	420		101000
414166606											
2	02/27/25	PW - WEATHER STRIP	1,479.00			6020		450000	420		101000
398194206											
		Total for Vendor:	3,341.00								
124004		2951 TYLER TECHNOLOGIES, INC	19,950.00								
		01/07/2025-01/06/2026									
1	045-506485	02/20/25 Managed Detection & Respon	19,950.00			1000		414104	497		101000
045-506485											
124008		2951 TYLER TECHNOLOGIES, INC	589.14								
1	020-159388	02/28/25 OTC & Portal	589.14			1000		412000	740		101000
020-159388											
		Total for Vendor:	20,539.14								
124104		2136 ULINE INC	848.11								
1	02/28/25	LANYARD/HARNESS	599.37			2210		428000	639		101000
189782119											
2	02/06/25	FLEET - NITRILE GLOVES	119.37			1000		455000	433		101000
188891936											
3	02/13/25	SPILL BUCKET	129.37			6020		450000	420		101000
189147348											
4	02/14/25	ROBERT - JACKET RET	-66.87			2210		428000	422		101000
CM189236699											

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5 188950357	02/10/25	ROBERT - JACKET REPLACE	66.87			2210 428000	422		101000
Total for Vendor:			848.11						
124042 1 99419	02/28/25	2478 VALLI Postage - Feb 2025	6,188.29 6,188.29			6020 450000	360		101000
124043 1 99420	02/28/25	2478 VALLI Lockbox and ACH - Feb 2025	1,628.87 1,628.87			6020 450000	360		101000
Total for Vendor:			7,817.16						
124237 1 060-2002526	03/07/25	C 1553 VARITECH INDUSTRIES, INC CHEMFLO PUMP	3,033.56 3,033.56			1000 430000	377		101000
124242 1 060-2002416	02/25/25	C 1553 VARITECH INDUSTRIES, INC CLAMPS/GASKETS	3,596.81 2,594.67			1000 430000	377		101000
2 060-2002490	03/04/25	PORT VALVE BODY	1,002.14			1000 430000	377		101000
Total for Vendor:			6,630.37						
124086 1 6107398660	02/02/25	C 3668 VERIZON WIRELESS feb 2025 river sensors	84.60 84.60			6020 450000	345		101000
Total for Vendor:			84.60						
124282 1 4099	02/27/25	4240 VERTEX UNMANNED SOLUTIONS LLC drone	8,794.00 8,794.00			1000 421000	641		101000
Total for Vendor:			8,794.00						

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
124310	E	3212 VISA ADMINISTRATION	1,065.95						
		Mar statement for Feb transactions							
1	CC-1675	02/03/25 GFMEDC annual meeting - Berni	45.00			1000 202200			101000
		GREATER FARGO MOORHEAD EDC		CC Accounting: 1000-		-415000-340			
2	CC-1675	02/03/25 GFMEDC annual meeting - Dan H	45.00			1000 202200			101000
		GREATER FARGO MOORHEAD EDC		CC Accounting: 1000-		-414000-340			
3	CC-1675	02/24/25 Voices of Vision - Rachel RL	65.00			1000 202200			101000
		FMWF CHAMBER OF COMMERCE		CC Accounting: 1000-		-416200-340			
4	CC-1675	02/21/25 Flags for CH/PW/PD/Sanitation	710.95			1000 202200			101000
		VFW Store (Veterans of Foreign Affairs)		CC Accounting: 1000-		-415000-420			
		MISC CLAIM VENDOR							
5	CC-1675	02/28/25 Spring workshop reg - Willy G	200.00			1000 202200			101000
		ND LEAGUE OF CITIES		CC Accounting: 1000-		-414100-340			
124322	E	3212 VISA ADMINISTRATION	35.00						
		Mar statement for Feb transactions							
1	CC-1673	03/02/25 Annual Fee	35.00			1000 202200			101000
		FIRST INTERNATIONAL BANK & TRUST		CC Accounting: 1000-		-414100-740			
		Total for Vendor:	1,100.95						
124311	E	2437 VISA ASSESSING	49.00						
		Mar statement for Feb transactions							
1	CC-1670	02/04/25 Accent table	49.00			2970 202200			101000
		WEX fit-up		CC Accounting: 2970-		-480000-653			
		AMAZON CAPITAL SERVICES							
		Total for Vendor:	49.00						
124313	E	3706 VISA COMMUNICATIONS	502.59						
		Mar statement for Feb transactions							
1	CC-1669	02/21/25 2025 Subscription	273.60			1000 202200			101000
		THE FORUM		CC Accounting: 1000-		-416200-667			
2	CC-1669	02/24/25 File storage	0.99			1000 202200			101000
		APPLE.COM		CC Accounting: 1000-		-416200-497			
3	CC-1669	02/25/25 Stickers	228.00			1000 202200			101000
		Inv 33724		CC Accounting: 1000-		-416200-602			
		SIGN BADGERS							
		Total for Vendor:	502.59						

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124312	E	4396 VISA COURT	962.91						
		Mar statement for Feb transactions							
1	CC-1666	02/07/25 Checks/Deposit tickets/Stamp Deluxe	926.91			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-412000-740			
2	CC-1666	02/12/25 Notary application/renewal	36.00			1000 202200			101000
		ND SECRETARY OF STATE		CC Accounting: 1000-		-412000-667			
		Total for Vendor:	962.91						
124314	E	4057 VISA ECONOMIC DEVELOPMENT 2	245.83						
		Mar statement for Feb transactions							
1	CC-1678	02/18/25 GFMEDC annual meeting - Casey	45.00			1000 202200			101000
		GREATER FARGO MOORHEAD EDC		CC Accounting: 1000-		-414102-340			
2	CC-1678	02/18/25 Lunch meeting	200.83			2960 202200			101000
		Spitfire - Site Selector & Leadership meeting		CC Accounting: 2960-		-411900-416			
		MISC CLAIM VENDOR							
		Total for Vendor:	245.83						
124315	E	3693 VISA ENGINEERING	205.82						
		Mar statement for Feb transactions							
1	CC-1668	02/01/25 Car washes	20.00			1000 202200			101000
		HOLIDAY STATIONSTORES		CC Accounting: 1000-		-414200-420			
2	CC-1668	10/08/24 Hard hats	185.82			1000 202200			101000
		HOME DEPOT		CC Accounting: 1000-		-414200-422			
		Total for Vendor:	205.82						
124320	E	2436 VISA FINANCE	75.00						
		Mar statement for Feb transactions							
1	CC-1665	02/21/25 Accounting webinar	75.00			1000 202200			101000
		Compensated Absences		CC Accounting: 1000-		-414100-340			
		GOVERNMENT FINANCE OFFICERS ASSOCIATION							
		Total for Vendor:	75.00						

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123952	E	3569 VISA FIRE DEPT 1	96.51						
1	CC-1656	02/19/25 C-1 Bismarck Legislation	36.96			2060 202200			101000
		COFFEE CUP TRAVEL PLAZA		CC Accounting: 2060-		-415200-424			
2	CC-1656	02/27/25 C-1 Minot State Fire Schools	59.55			2060 202200			101000
		KUM & GO		CC Accounting: 2060-		-415200-424			
		Total for Vendor:	96.51						
123956	E	3568 VISA FIRE DEPT 2	1,162.29						
1	CC-1658	02/03/25 E-71 Title	23.50			2060 202200			101000
		ND MOTOR VEHICLE DEPT.		CC Accounting: 2060-		-415200-667			
2	CC-1658	02/03/25 E-71 Municipay Service Fee	1.50			2060 202200			101000
		ND MOTOR VEHICLE DEPT.		CC Accounting: 2060-		-415200-667			
3	CC-1658	02/18/25 Academy EMT Exams (4)	129.00			2060 202200			101000
		JONES & BARTLETT LEARNING		CC Accounting: 2060-		-415200-340			
4	CC-1658	02/18/25 Academy EMT Vouchers (4)	312.00			2060 202200			101000
		National Registry of Emergency Medical T		CC Accounting: 2060-		-415200-340			
5	CC-1658	02/20/25 Academy EMT Exams (4) correct	129.00			2060 202200			101000
		JONES & BARTLETT LEARNING		CC Accounting: 2060-		-415200-340			
6	CC-1658	02/24/25 11 15W40 Oils	208.89			2060 202200			101000
		FLEET FARM		CC Accounting: 2060-		-415200-424			
7	CC-1658	02/24/25 Hi Temp Grease	96.78			2060 202200			101000
		FLEET FARM		CC Accounting: 2060-		-415200-424			
8	CC-1658	02/25/25 Bulk 2" Binders	51.51			2060 202200			101000
		OFFICE DEPOT OFFICEMAX		CC Accounting: 2060-		-415200-410			
9	CC-1658	02/25/25 Bulk 1 1/2" Binders	56.49			2060 202200			101000
		OFFICE DEPOT OFFICEMAX		CC Accounting: 2060-		-415200-410			
10	CC-1658	02/27/25 15W40 Oil for Trucks	151.92			2060 202200			101000
		FLEET FARM		CC Accounting: 2060-		-415200-424			
11	CC-1658	02/27/25 Misc Eq Svc Items	130.70			2060 202200			101000
		FLEET FARM		CC Accounting: 2060-		-415200-500			
12	CC-1658	02/26/25 Cr Return Academy EMT Exams (	-129.00			2060 202200			101000
		JONES & BARTLETT LEARNING		CC Accounting: 2060-		-415200-340			
		Total for Vendor:	1,162.29						

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123953	E	4351 VISA FIRE DEPT 3	6,825.48						
1	CC-1657	02/01/25 H Kalina Training in Willisto	582.00			2060 202200			101000
	CLARION			CC Accounting: 2060-		-415200-340			
2	CC-1657	02/01/25 M Dahlson Training in Willist	582.00			2060 202200			101000
	CLARION			CC Accounting: 2060-		-415200-340			
3	CC-1657	02/01/25 A Nienas Training in Willisto	582.00			2060 202200			101000
	CLARION			CC Accounting: 2060-		-415200-340			
4	CC-1657	02/01/25 Fuel for Training in Willisto	35.78			2060 202200			101000
	KUM & GO			CC Accounting: 2060-		-415200-424			
5	CC-1657	02/06/25 J Neeb Mika Recert Durham NC	660.35			2060 202200			101000
	DELTA AIR			CC Accounting: 2060-		-415200-340			
6	CC-1657	02/07/25 J Neeb NFA Fire Academy Balti	1,203.57			2060 202200			101000
	DELTA AIR			CC Accounting: 2060-		-415200-340			
7	CC-1657	02/02/25 J Carrivean BC Conf. Florida	676.50			2060 202200			101000
	HILTON HOTELS & RESORTS			CC Accounting: 2060-		-415200-340			
8	CC-1657	02/02/25 J Porter BC Conf Florida	744.78			2060 202200			101000
	HILTON HOTELS & RESORTS			CC Accounting: 2060-		-415200-340			
9	CC-1657	02/08/25 D Sapp Pierce Eq. Training	508.20			2060 202200			101000
	DOUBLETREE BY HILTON			CC Accounting: 2060-		-415200-340			
10	CC-1657	02/11/25 Clark,Frost St Fire School Mi	526.84			2060 202200			101000
	HAWTHORNSITES WILLISTON			CC Accounting: 2060-		-415200-340			
11	CC-1657	02/19/25 N Wavra, Car Seat Certificati	95.00			2060 202200			101000
	SAFE KIDS WORLDWIDE			CC Accounting: 2060-		-415200-340			
12	CC-1657	02/26/25 J Neeb meal plan NFA	314.23			2060 202200			101000
	NETC-GUEST SERVICES, INC			CC Accounting: 2060-		-415200-340			
13	CC-1657	02/26/25 D Underhill Meal plan NFA	314.23			2060 202200			101000
	NETC-GUEST SERVICES, INC			CC Accounting: 2060-		-415200-340			
Total for Vendor:			6,825.48						
124316	E	4335 VISA HUMAN RESOURCES	3,149.97						
		Mar statement for Feb transactions							
1	CC-1679	02/07/25 Conference table	650.00			1000 202200			101000
	FMHRA			CC Accounting: 1000-		-414103-245			
2	CC-1679	02/06/25 SHRM membership - Nathan	299.00			1000 202200			101000
	SHRM			CC Accounting: 1000-		-414103-667			
3	CC-1679	02/09/25 Plants for office	21.50			1000 202200			101000
	TARGET			CC Accounting: 1000-		-414103-410			

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4	CC-1679	02/13/25 SHRM class - Nathan	1,060.00			1000 202200			101000
FMHRA				CC Accounting: 1000-		-414103-340			
5	CC-1679	02/19/25 FMHRA membership - Maggie	299.00			1000 202200			101000
FMHRA				CC Accounting: 1000-		-414103-667			
6	CC-1679	02/19/25 Flight SHRM conference - Sara	658.36			1000 202200			101000
DELTA AIR				CC Accounting: 1000-		-414103-340			
7	CC-1679	02/19/25 Flight fees	14.99			1000 202200			101000
DELTA AIR				CC Accounting: 1000-		-414103-340			
8	CC-1679	02/19/25 Travel insurance	47.13			1000 202200			101000
ALLIANZ GLOBAL ASSISTANCE				CC Accounting: 1000-		-414103-340			
9	CC-1679	02/21/25 Otter Pro annual subscription	99.99			1000 202200			101000
Otter.ai - notetaker				CC Accounting: 1000-		-414103-418			
MISC CLAIM VENDOR									
Total for Vendor:			3,149.97						
124317	E	2439 VISA IT	1,013.39						
Mar statement for Feb transactions									
1	CC-1671	02/02/25 Phone stand for mics	15.99			2970 202200			101000
Commission Chambers				CC Accounting: 2970-		-480000-653			
AMAZON CAPITAL SERVICES									
2	CC-1671	02/02/25 Label maker tape	15.29			1000 202200			101000
AMAZON CAPITAL SERVICES				CC Accounting: 1000-		-414104-410			
3	CC-1671	01/31/25 Tablet holder for mics	38.98			2970 202200			101000
Commission Chambers				CC Accounting: 2970-		-480000-653			
AMAZON CAPITAL SERVICES									
4	CC-1671	02/04/25 Shure mics	502.00			2970 202200			101000
Commission Chambers				CC Accounting: 2970-		-480000-653			
AMAZON CAPITAL SERVICES									
5	CC-1671	02/05/25 HDMI to SDI converter	68.90			2970 202200			101000
Commission Chambers				CC Accounting: 2970-		-480000-653			
AMAZON CAPITAL SERVICES									
6	CC-1671	02/05/25 Logitech Bolt USB receiver	13.99			1000 202200			101000
AMAZON CAPITAL SERVICES				CC Accounting: 1000-		-414104-497			
7	CC-1671	02/11/25 Phone stand for mics	-14.99			2970 202200			101000
Commission Chambers				CC Accounting: 2970-		-480000-653			
AMAZON CAPITAL SERVICES									
8	CC-1671	02/11/25 Refund- tablet holder for mic	-37.98			2970 202200			101000
Commission Chambers				CC Accounting: 2970-		-480000-653			
AMAZON CAPITAL SERVICES									

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9	CC-1671	02/15/25 Credit for M365 licensing	-1,281.70			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-414104-497			
10	CC-1671	02/25/25 Camera and accessories	1,692.91			2975 202200			101000
		PD		CC Accounting: 2975-		-421000-641			
		B&H PHOTO-VIDEO							
Total for Vendor:			1,013.39						
124318	E	5092 VISA IT 2	315.00						
		Mar statement for Feb transactions							
1	CC-1672	02/03/25 Refund for fiber connector	-112.00			1000 202200			101000
		FS HQ LLC		CC Accounting: 1000-		-414104-497			
2	CC-1672	02/06/25 Cable management / patch pane	71.12			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-414104-497			
3	CC-1672	02/07/25 Desk phones	197.80			1000 202200			101000
		EBAY		CC Accounting: 1000-		-414104-497			
4	CC-1672	02/09/25 DisplayPort cable - 6 ft	10.44			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-414104-497			
5	CC-1672	02/11/25 Pack screen protector for iPa	22.99			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-414104-497			
6	CC-1672	02/11/25 Licensing	50.32			1000 202200			101000
		PDQ.COM		CC Accounting: 1000-		-414104-497			
7	CC-1672	02/12/25 Velcro heavy duty tape	33.42			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-414104-497			
8	CC-1672	02/12/25 Logitech mic-enabled webcam	69.80			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-414104-497			
9	CC-1672	02/13/25 Mini DP to DP cable	10.44			1000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 1000-		-414104-497			
10	CC-1672	02/18/25 Signature software licensing	151.35			1000 202200			101000
		CodeTwo		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
11	CC-1672	02/18/25 International transaction fee	1.51			1000 202200			101000
		FIRST INTERNATIONAL BANK & TRUST		CC Accounting: 1000-		-414104-497			
12	CC-1672	02/26/25 Credit for returned antenna	-232.19			1000 202200			101000
		DigiKey		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
13	CC-1672	03/01/25 Zoom subscription	40.00			1000 202200			101000
		Zoom		CC Accounting: 1000-		-414104-497			
		MISC CLAIM VENDOR							
Total for Vendor:			315.00						

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124175	E	3161 VISA LIBRARY #1	1,700.96						
1	CC-1674	02/05/25 THE ARCANÉ LIBRARY	2.99			7000 202200			101000
		D&D ONE SHOT		CC Accounting: 7000-		-411600-649			
		MISC CLAIM VENDOR							
2	CC-1674	02/18/25 CHAIR YOGA CLASS	50.00			7000 202200			101000
		METAMOON		CC Accounting: 7000-		-411600-649			
3	CC-1674	02/20/25 PRINTIVITY	1,495.22			7000 202200			101000
		MARCH-MAY MAGAZINES		CC Accounting: 7000-		-411600-689			
		MISC CLAIM VENDOR							
4	CC-1674	02/25/25 ADOBE	34.99			7000 202200			101000
		CREATIVE CLOUD SUBSCRIPTION		CC Accounting: 7000-		-411600-497			
		MISC CLAIM VENDOR							
5	CC-1674	02/27/25 POSTAGE	15.05			7000 202200			101000
		US POSTAL SERVICE		CC Accounting: 7000-		-411600-661			
6	CC-1674	02/28/25 AS PROGRAMMING SUPPLIES	30.11			7000 202200			101000
		WALMART		CC Accounting: 7000-		-411600-649			
7	CC-1674	02/28/25 AS PROGRAMMING SUPPLIES	30.11			7000 202200			101000
		DUPLICATE REFUND ON MARCH STATEMENT		CC Accounting: 7000-		-411600-649			
		WALMART							
8	CC-1674	02/28/25 AS PROGRAMMING SUPPLIES	30.11			7000 202200			101000
		DUPLICATE REFUND ON MARCH STATEMENT		CC Accounting: 7000-		-411600-649			
		WALMART							
9	CC-1674	02/28/25 SAVERS	12.38			7000 202200			101000
		AS PROGRAMMING SUPPLIES		CC Accounting: 7000-		-411600-649			
		MISC CLAIM VENDOR							
		Total for Vendor:	1,700.96						
124177	E	3162 VISA LIBRARY #2	490.00						
1	CC-1676	02/10/25 MOBILE BEACON	330.00			7000 202200			101000
		HOTSPOTS		CC Accounting: 7000-		-411600-680			
		MISC CLAIM VENDOR							
2	CC-1676	02/14/25 PURE WATER	100.00			7000 202200			101000
		LEASE FOR WATER MACHINES		CC Accounting: 7000-		-411600-410			
		MISC CLAIM VENDOR							
3	CC-1676	02/26/25 KIRSTEN H. MEMBERSHIP RENEWAL	60.00			7000 202200			101000
		3/1/25 - 3/1/26		CC Accounting: 7000-		-411600-667			
		NDLA							
		Total for Vendor:	490.00						

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124186	E	4576 VISA LIBRARY #3	821.00						
1	CC-1677	02/04/25 GOOGLE ONE	19.99			7000 202200			101000
		PHOTO STORAGE SUBSCRIPTION 2/1/25 - 2/1/26		CC Accounting: 7000-		-411600-497			
		MISC CLAIM VENDOR							
2	CC-1677	02/08/25 AS PROGRAM SUPPLIES	206.18			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-649			
3	CC-1677	02/08/25 CASH BOX / PLATES	54.70			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-410			
4	CC-1677	02/11/25 AS PROGRAM SUPPLIES	10.05			7000 202200			101000
		WALMART		CC Accounting: 7000-		-411600-649			
5	CC-1677	02/16/25 OFFICE SUPPLIES	131.04			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-410			
6	CC-1677	02/16/25 BOOK	21.45			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-662			
7	CC-1677	02/17/25 RUBBER BANDS	20.48			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-410			
8	CC-1677	02/21/25 AS PROGRAM SUPPLIES	9.98			7000 202200			101000
		FAMILY FARE		CC Accounting: 7000-		-411600-649			
9	CC-1677	02/25/25 SCISSORS	13.43			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-410			
10	CC-1677	02/25/25 BOOKS	7.18			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-662			
11	CC-1677	02/26/25 CARDBOARD BOXES;CLOCKS	114.13			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-410			
12	CC-1677	02/26/25 BOOKS	109.40			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-662			
13	CC-1677	02/26/25 STICKERS	23.45			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-649			
14	CC-1677	02/26/25 BOOK	16.36			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-662			
15	CC-1677	02/26/25 CARDBOARD BOXES	27.13			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-410			
16	CC-1677	02/26/25 BOOK	6.48			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-662			
17	CC-1677	02/26/25 SANITIZER CLOTHES	17.03			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting: 7000-		-411600-410			

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18	CC-1677	02/28/25 BOOK AMAZON CAPITAL SERVICES	12.54			7000 202200			101000
				CC Accounting: 7000-		-411600-662			
		Total for Vendor:	821.00						
124319	E	2438 VISA PLANNING Mar statement for Feb transactions	1,196.72						
1	CC-1667	02/03/25 Car washes Inspections HOLIDAY STATIONSTORE #469	15.00			1000 202200			101000
				CC Accounting: 1000-		-418000-420			
2	CC-1667	02/12/25 Hotel for Mike MNBO Conference - Inspections MINNEAPOLIS MARRIOTT NORTHWEST	310.04			1000 202200			101000
				CC Accounting: 1000-		-418000-340			
3	CC-1667	02/18/25 Hotel for Chad MNBO Conference - Inspections MINNEAPOLIS MARRIOTT NORTHWEST	465.06			1000 202200			101000
				CC Accounting: 1000-		-418000-340			
4	CC-1667	02/19/25 Name plates for PZ Commission Inv 33833 SIGN BADGERS	195.30			1000 202200			101000
				CC Accounting: 1000-		-418000-410			
5	CC-1667	02/20/25 PZ 03.11 Oak Ridge 20th Add Inv CBBC1442-0072 COLUMN SOFTWARE PBC	44.08			1000 202200			101000
				CC Accounting: 1000-		-418000-668			
6	CC-1667	02/20/25 PZ 03.11 Brooks Harbor 5th Ad Inv CBBC1442-0073 COLUMN SOFTWARE PBC	45.60			1000 202200			101000
				CC Accounting: 1000-		-418000-668			
7	CC-1667	02/20/25 PZ 03.11 DMF Addition Inv CBBC1442-0074 COLUMN SOFTWARE PBC	44.08			1000 202200			101000
				CC Accounting: 1000-		-418000-668			
8	CC-1667	02/20/25 PZ 03.11 Short-Term Rentals Inv CBBC1442-0075 COLUMN SOFTWARE PBC	42.56			1000 202200			101000
				CC Accounting: 1000-		-418000-668			
9	CC-1667	02/21/25 Sr. Planner job posting MNAPA	25.00			1000 202200			101000
				CC Accounting: 1000-		-418000-399			
10	CC-1667	02/28/25 Sr. Planner job posting NDPA	10.00			1000 202200			101000
				CC Accounting: 1000-		-418000-399			
		Total for Vendor:	1,196.72						

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124055	E	2435 VISA POLICE #1	954.66						
1	CC-1659	02/07/25 labby grooming	143.75			1000 202200			101000
		SIT. STAY. SPA.		CC Accounting: 1000-		-421000-915			
2	CC-1659	02/13/25 kitchen & cleaning supplies	146.89			1000 202200			101000
		COSTCO WHOLESALE #1119		CC Accounting: 1000-		-421000-420			
3	CC-1659	02/19/25 shadow box dura	40.84			1000 202200			101000
		HOBBY LOBBY		CC Accounting: 1000-		-421000-375			
4	CC-1659	02/24/25 united trip protection	44.82			1000 202200			101000
		TRAVELocity		CC Accounting: 1000-		-421000-340			
5	CC-1659	02/24/25 flight for annie feltman	578.36			1000 202200			101000
		UNITED AIRLINES		CC Accounting: 1000-		-421000-340			
		Total for Vendor:	954.66						
124056	E	3233 VISA POLICE #2	900.75						
1	CC-1660	02/07/25 down dog - training for clove	145.00			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-340			
2	CC-1660	02/10/25 PSI drone license stewart	175.00			1000 202200			101000
		PSI SERVICES LLC		CC Accounting: 1000-		-421000-340			
3	CC-1660	02/19/25 homefront - crypto - beilke	95.00			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-340			
4	CC-1660	02/19/25 homefront - crypto - beilke	95.00			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-340			
5	CC-1660	02/25/25 grant writing - lodging cody	160.30			1000 202200			101000
		EXPEDIA.COM HEADQUARTERS		CC Accounting: 1000-		-421000-340			
6	CC-1660	02/25/25 hampton - grant writing - cod	230.45			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-340			
		Total for Vendor:	900.75						
124057	E	3234 VISA POLICE #3	1,325.10						
1	CC-1661	02/16/25 Sheraton TN, wellness con r f	567.90			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-340			
2	CC-1661	02/16/25 Sheraton TN, wellness con r f	567.90			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-340			
3	CC-1661	02/20/25 Sheraton TN, wellness con bir	189.30			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-340			
		Total for Vendor:	1,325.10						

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124058	E	3244 VISA POLICE #4	153.52						
1	CC-1662	02/05/25 sgt. stripes - ackerman	40.00			1000 202200			101000
		ALTERATIONS BY L		CC Accounting: 1000-		-421000-340			
2	CC-1662	02/09/25 LETA fuel - Wirtzfeld	38.62			1000 202200			101000
		TRI-ENERGY COOPERATIVE #76		CC Accounting: 1000-		-421000-340			
3	CC-1662	02/17/25 LETA fuel - Wirtzfeld	38.90			1000 202200			101000
		TRI-ENERGY COOPERATIVE #76		CC Accounting: 1000-		-421000-340			
4	CC-1662	02/23/25 LETA fuel - Wirtzfeld	36.00			1000 202200			101000
		TRI-ENERGY COOPERATIVE #76		CC Accounting: 1000-		-421000-340			
		Total for Vendor:	153.52						
124059	E	4300 VISA POLICE #5	446.85						
1	CC-1663	02/07/25 bismarck intox training fuel	40.03			1000 202200			101000
		SHELL		CC Accounting: 1000-		-421000-340			
2	CC-1663	02/10/25 swearing in bakery	111.55			1000 202200			101000
		HORNBACHERS		CC Accounting: 1000-		-421000-375			
3	CC-1663	02/11/25 terrorist gang training - car	95.00			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-340			
4	CC-1663	02/20/25 LE social media trn-boyer lod	112.96			1000 202200			101000
		PRICELINE		CC Accounting: 1000-		-421000-340			
5	CC-1663	02/20/25 fuel-legis. meeting - Nielsen	45.75			1000 202200			101000
		LOVES #849		CC Accounting: 1000-		-421000-340			
6	CC-1663	02/21/25 fuel-legis. meeting - Nielsen	41.56			1000 202200			101000
		JAMESTOWN I94 TESORO		CC Accounting: 1000-		-421000-340			
		Total for Vendor:	446.85						
124060	E	4301 VISA POLICE #6	498.20						
1	CC-1664	02/06/25 nail trim - clover	15.00			1000 202200			101000
		SIT. STAY. SPA.		CC Accounting: 1000-		-421000-915			
2	CC-1664	02/20/25 bike keys	24.30			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-421000-641			
3	CC-1664	02/20/25 PSI Drone Test - Swiggum	175.00			1000 202200			101000
		PSI SERVICES LLC		CC Accounting: 1000-		-421000-340			
4	CC-1664	02/25/25 PSI Drone Test - Crouse	175.00			1000 202200			101000
		PSI SERVICES LLC		CC Accounting: 1000-		-421000-340			
5	CC-1664	03/02/25 training-lodging ellefson	108.90			1000 202200			101000
		HAMPTON INN & SUITES		CC Accounting: 1000-		-421000-340			
		Total for Vendor:	498.20						

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124304	E	2423 VISA PUBLIC WORKS #1	4,531.40						
1	CC-1680	02/03/25 ZIPPER REPAIR	40.00			1000 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 1000-		-455000-422			
2	CC-1680	02/07/25 TOOLS	276.84			2210 202200			101000
		SHERRILLTREE DBA VERTICAL SUPPLY GROUP		CC Accounting: 2210-		-428000-432			
3	CC-1680	02/10/25 AUTOAUTH SUBSCRIP	50.00			1000 202200			101000
		AUTOAUTH SERVICE		CC Accounting: 1000-		-421000-497			
4	CC-1680	02/12/25 M KNODEL PANTS	59.99			6020 202200			101000
		FLEET FARM		CC Accounting: 6020-		-450000-422			
5	CC-1680	02/12/25 M KNODEL PANTS	119.98			6020 202200			101000
		RUNNINGS		CC Accounting: 6020-		-450000-422			
6	CC-1680	02/20/25 C COSTELLO PANTS	139.98			6020 202200			101000
		RUNNINGS		CC Accounting: 6020-		-450000-422			
7	CC-1680	02/20/25 2025 SURFACE WATER CONF	1,343.05			6025 202200			101000
		EVENTBRITE		CC Accounting: 6025-		-450000-340			
8	CC-1680	02/20/25 2025 SURFACE WATER CONF	268.61			1000 202200			101000
		EVENTBRITE		CC Accounting: 1000-		-450000-340			
9	CC-1680	02/24/25 POSTAGE	11.95			6025 202200			101000
		USPS		CC Accounting: 6025-		-450000-360			
10	CC-1680	02/25/25 #6000 EMERGENCY LIGHTS - FO	389.00			2210 202200			101000
		911 CUSTOMS		CC Accounting: 2210-		-428000-427			
		MISC CLAIM VENDOR							
11	CC-1680	02/25/25 #7102 EMERGENCY LIGHTS - SW	287.00			6025 202200			101000
		911 CUSTOMS		CC Accounting: 6025-		-450000-610			
		MISC CLAIM VENDOR							
12	CC-1680	02/26/25 CUMMINS INSITE LICENSE	1,545.00			1000 202200			101000
		DIESEL LAPTOPS LLC		CC Accounting: 1000-		-455000-751			
		Total for Vendor:	4,531.40						
124305	E	4256 VISA PUBLIC WORKS #2	6,743.31						
1	CC-1681	02/03/25 #4503 FILTERS	865.83			6010 202200			101000
		AIR BURNERS, INC		CC Accounting: 6010-		-450200-427			
2	CC-1681	02/04/25 B HANSON RECERTIFICATION	595.00			6020 202200			101000
		BACKFLOW PREVENTION SERVICES, LLC		CC Accounting: 6020-		-450000-427			
3	CC-1681	02/04/25 C COSTELLO RECERTIFICATION	595.00			6020 202200			101000
		BACKFLOW PREVENTION SERVICES, LLC		CC Accounting: 6020-		-450000-427			

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4	CC-1681 02/05/25	#7102 PRESSURE WASHER	959.98			6025 202200			101000
		MISC CLAIM VENDOR		CC Accounting: 6025-		-450000-610			
5	CC-1681 02/10/25	CONTROLLER REPAIR	2,392.50			6025 202200			101000
		EIC, INC.		CC Accounting: 6025-		-450000-825			
6	CC-1681 02/18/25	CONFERENCE	630.00			6025 202200			101000
		REGION 8 PRETREATMENT ASSOCIATION		CC Accounting: 6025-		-450000-340			
7	CC-1681 02/18/25	CONFERENCE	705.00			2210 202200			101000
		MINNESOTA NURSERY & LANDSCAPE		CC Accounting: 2210-		-428000-340			
Total for Vendor:			6,743.31						
124306	E	4625 VISA PUBLIC WORKS #3	639.31						
1	CC-1682 02/27/25	LODGING	198.00			6020 202200			101000
		Fairfield by Marriott Edmond OK		CC Accounting: 6020-		-450000-340			
2	CC-1682 02/27/25	LODGING	198.00			1000 202200			101000
		Fairfield by Marriott Edmond OK		CC Accounting: 1000-		-450000-340			
3	CC-1682 02/27/25	LODGING	198.00			6025 202200			101000
		Fairfield by Marriott Edmond OK		CC Accounting: 6025-		-450000-340			
4	CC-1682 02/27/25	TRAVEL FUEL	45.31			6020 202200			101000
		SHELL		CC Accounting: 6020-		-450000-340			
Total for Vendor:			639.31						
123970	C	544 WALLWORK TRUCK CENTER	1,879.14						
		Fire Department							
1	02/20/25	E-71 Air Pump	40.08			2060 415200	427		101000
		01P573928							
2	02/25/25	Bulk Filters for Inventory	1,366.32			2060 415200	427		101000
		01P574996							
3	02/26/25	Bulk Filters for Inventory	472.74			2060 415200	427		101000
		01P575408							
124074	C	544 WALLWORK TRUCK CENTER	1,652.26						
1	03/06/25	#7045 DPF REPAIR	316.91			4387 480000	427		101000
		0109S149491							
2	03/05/25	#7000 PIN-SPRING RUBBER	950.62			6025 450000	427		101000
		01P577592							
3	03/06/25	#7045 PRESSURE SENSOR	239.75			4387 480000	427		101000
		01P578118							

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4	03/05/25	STOCK LIFESEAL/OIL	129.71			6010		450200	427		101000
01P577786											
5	03/06/25	#7045 CIRCULAR GASKET	15.27			4387		480000	427		101000
01P577958											
124213	C	544 WALLWORK TRUCK CENTER	1,144.94								
1	03/13/25	STOCK DIAPHRAM/CLAMP ASSY	114.24			6010		450200	427		101000
01P580143											
2	03/12/25	STOCK LIFESEAL	519.00			6010		450200	427		101000
01P577789											
3	03/12/25	#7048 RESERVOIR	249.95			4387		480000	427		101000
01P579878											
4	03/12/25	#7048 BRACKET	261.75			4387		480000	427		101000
01P579960											
124247	C	544 WALLWORK TRUCK CENTER	1,596.86								
1	03/05/25	#7045 CUMMINS ISX	1,596.86			4387		480000	427		101000
01P577796											
Total for Vendor:			6,273.20								
124158		1169 WASTE MANAGEMENT - DAKOTA	40.02								
1	03/05/25	FD March Recycling	40.02			2060		415200	527		101000
6787654	0510	8									
Total for Vendor:			40.02								
124298		648 WEST FARGO AUTO BODY/GLASS	4,103.60								
1	03/13/25	#5003 BODY REPAIR	2,295.49			1000		455000	322		101000
10630											
2	03/13/25	#5003 BODY REPAIR	1,808.11			1000		455000	322		101000
10631											
Total for Vendor:			4,103.60								
123996	C	4773 WEST FARGO EVENTS	40,428.85								
1	1337	03/03/25 Programming fee: Essentia Heal	18,205.42			2310		452120	810		101000
1337											
2	1337	03/03/25 Programming fee: POW/MIA	5,574.70			2310		452120	810		101000
1337											

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3 1337	1337	03/03/25 Mgmt fee: Parking Ramp	11,840.33			2320 452110	810		101000
4 1337	1337	03/03/25 Mgmt fee: City Events	4,808.40			2960 411900	810		101000
Total for Vendor:			40,428.85						
124129		2184 WEST SIDE STEEL	713.83						
1 11704	03/06/25	SHEET METAL	70.68			6025 450000	433		101000
2 11631	02/26/25	SHEET METAL	57.35			6025 450000	433		101000
3 11562	02/19/25	SHEET METAL	253.77			6010 450200	914		101000
4 11738	03/11/25	SHEET METAL	332.03			6010 450200	914		101000
Total for Vendor:			713.83						
123955	-98261E	3549 WEX FSA	3,554.95						
1	03/07/25	Med FSA - 03/07/25 payroll	388.33			1000 212530			101000
2	03/07/25	Dep FSA - 03/07/25 payroll	3,166.62			1000 212523			101000
Total for Vendor:			3,554.95						
124149	C	807 WEX HEALTH, INC	933.25						
1 0002111984	0002111984	02/28/25 COBRA/FSA/HSA - Feb	933.25			1000 414103	307		101000
0002111984-IN									
Total for Vendor:			933.25						
124032	-98255E	4676 WEX HSA	38,193.99						
03.07.25		payroll							
1	03/07/25	HSA Contributions - ER	11,862.22			1000 212530			101000
2	03/07/25	HSA Contributions - EE	26,331.77			1000 212530			101000
Total for Vendor:			38,193.99						
124049		569 WF ANIMAL HOSPITAL	2,044.31						
1 293966	02/28/25	medical k9 Q & clover	2,044.31			1000 421000	915		101000

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124281 1 294688		569 WF ANIMAL HOSPITAL 02/28/25 feb 2025 pound fee	3,111.18 3,111.18			1000 421000	396		101000
Total for Vendor:			5,155.49						
124271 1 250219	C	549 WF PUB SCHOOLS DIST #6 02/26/25 MARCH RENT	10,333.50 10,333.50			7000 411600	333		101000
Total for Vendor:			10,333.50						
124272 1 ARU0385999		5465 WILLOW LANE EDUCATION 03/06/25 BOOKS	407.44 407.44			7000 411600	662		101000
Total for Vendor:			407.44						
123546 ALS		2740 WM CORPORATE SERVICES, INC **Corrected vendor and will reissue check**	16.06						
1 acct# 29-93565-43003		6785587-05 02/05/25 FD February recycling pick	16.06			2060 415200	527		101000
124239 1 6786244		2740 WM CORPORATE SERVICES, INC 03/03/25 COWF MASTER BILLING	95,321.95 86,608.35			6010 450200	916		101000
2 6786242		03/03/25 WATER TOWER DROPSITE	7,468.80			6010 450200	916		101000
3 6786243		03/03/25 SANITATION BUILDING DROPSITE	1,244.80			6010 450200	916		101000
Total for Vendor:			95,338.01						
124231 1 336878		5528 WORLD INSURANCE ASSOCIATES LLC 03/12/25 insurance for 1224, 1225, 1226	4,522.00 3,507.00			1000 421000	321		101000
2 336916		03/12/25 insurance for 1228	1,015.00			1000 421000	321		101000
Total for Vendor:			4,522.00						

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123985	E	338 XCEL ENERGY	28.97								
1	01/23/25	jan 2025 603/605 shey st	28.97			1000		421000	527		101000
916330533											
124001	E	338 XCEL ENERGY	242.26								
1	916146556	02/24/25 New City Hall (WEX Bldg)	242.26			1001		415000	527		101000
916146556											
124016	E	338 XCEL ENERGY	26,151.11								
1	03/04/25	LIFT STATIONS	12,164.55			6025		450000	527		101000
917277773											
2	03/04/25	WATER TOWERS/PW SHOP	13,587.37			6020		450000	527		101000
917277773											
3	03/04/25	STREET LIGHTS	110.00			1000		430002	527		101000
917277773											
4	03/04/25	SHEYENNE PLAZA	289.19			2310		452120	527		101000
917277773											
124017	E	338 XCEL ENERGY	24,780.70								
1	03/03/25	800 4TH AVE E	725.11			1000		415000	527		101000
917030235											
2	02/27/25	1410 13TH AVE E TRAFFIC SIGNAL	45.49			1000		430002	527		101000
916700903											
3	03/05/25	SM67	388.66			6025		450000	527		101000
917503583											
4	03/05/25	3050 SHEYENNE - THE LIGHTS	520.58			2310		452120	527		101000
917578039											
5	03/05/25	3150 SHEYENNE - THE LIGHTS	216.08			2310		452120	527		101000
917531308											
6	03/03/25	800 4TH AVE E	8,517.88			1000		415000	527		101000
917043104											
7	03/03/25	800 4TH AVE E	11,365.86			1000		415000	527		101000
917124592											
8	02/26/25	1100 12TH AVE NW	320.80			6020		450000	527		101000
916520211											
9	02/25/25	1100 12TH AVE NW	257.84			6020		450000	527		101000
916359864											

03/17/25
11:30:59

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 03/03/25 to 03/14/25

Page: 80 of 81
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
10	02/26/25	901 10TH AVE E - TRAFFIC SIGNA	48.72			1000		430002	527		101000
916518294											
11	02/25/25	810 12TH AVE NW	1,268.64			6020		450000	527		101000
916369645											
12	02/26/25	1690 13TH AVE S - TRAFFIC SIGN	59.87			1000		430002	527		101000
916507303											
13	02/26/25	SM33	110.44			6025		450000	527		101000
916493372											
14	02/25/25	60L 12TH ST E	83.60			6025		450000	527		101000
916316572											
15	02/26/25	1680 13TH AVE E - ST LIGHT	148.92			1000		430002	527		101000
916486187											
16	02/26/25	309 2ND AVE W	21.58			1000		430002	527		101000
916511239											
17	02/26/25	312 5TH AVE W	319.19			1000		430002	527		101000
916555433											
18	02/25/25	300 SHEYENNE - PIONEER PLACE	47.99			2310		452120	527		101000
916322614											
19	02/24/25	344 SHEYENNE - SHEYENNE PLAZA	19.45			2310		452120	527		101000
916138463											
20	02/20/25	SM75	73.63			6025		450000	527		101000
915740329											
21	02/20/25	1620 MAIN AVE - TRANSFER STATI	220.37			6010		450200	527		101000
915737520											
124036	E	338 XCEL ENERGY	2,116.29								
1	02/27/25	STREET LIGHT FEED POINTS	1,611.62			1000		430002	527		101000
916668616											
2	02/27/25	810 12TH AVE NW	404.83			6020		450000	527		101000
916668616											
3	02/27/25	SA17	99.84			6025		450000	527		101000
916668616											
124160	E	338 XCEL ENERGY	7,529.37								
1	03/10/25	FD 02-05 thru 03-09 Service	7,529.37			2060		415200	527		101000
918176284											

03/17/25
11:30:59

CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 03/03/25 to 03/14/25

Page: 81 of 81
Report ID: AP100V

* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
124266 1	E	338 XCEL ENERGY 02/03/25 DAMAGE CLAIM	0.17 0.17			6025 450000	527		101000
124293 1	E	338 XCEL ENERGY 03/06/25 735 7TH AVE N STREET LIGHT	104.85 104.85			1000 430002	527		101000
917721695									
Total for Vendor:			60,953.72						
124188 1	C	582 ZEP SALES AND SERVICE 02/21/25 CLEANING SUPPLIES	1,299.62 1,299.62			6020 450000	500		101000
9010867569									
Total for Vendor:			1,299.62						
# of Claims 367			Total: 4556,663.24	# of Vendors 121					
Total Electronic Claims			3330,950.53						
Total Non-Electronic Claims			1225712.71						

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



"Consent" or "Regular" Agenda
Item?

[Consent]

Commission President

Bernie Dardis

Primary Portfolio:

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: March 17, 2025

Subject: Improvement District No. 2290 – 2025 Public Works Mill and Overlay

Action: Approve Plans and Specifications, and Direct Advertisement for Bids

New Information and Recommendation:

On December 16, 2024, the Commission approved the Engineer's Report and directed the Engineer to prepare Plans and Specifications. This has been completed and if approved, this project can move forward to advertising for bids to be constructed in 2025.

The following documents are attached for review/consideration:

- Cover sheet, which represents the Plans and Specifications.
(Note: A full plan set is available at the Engineering Department)
- Draft Bid Advertisement – will be published for two weeks.
- Associated Resolutions

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

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 and is work that typically is planned during the life cycle of 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 Engineer's Report approved December 16, 2024 had an estimated cost of \$1,300,000 to be paid with Capital Improvement Sales Tax funds and specially assessing 50% of the project costs. This project was included in the approved 2024 CIP.

Previously Presented Information and Commission Actions:

February 3, 2025

- **Staff Recommendation:** Conduct the Determination of Protest Sufficiency and Approve associated Resolution
- **Commission Action:** Commissioner Jorgensen moved, and Commissioner Zundel seconded to approve. No opposition, motion carried.

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

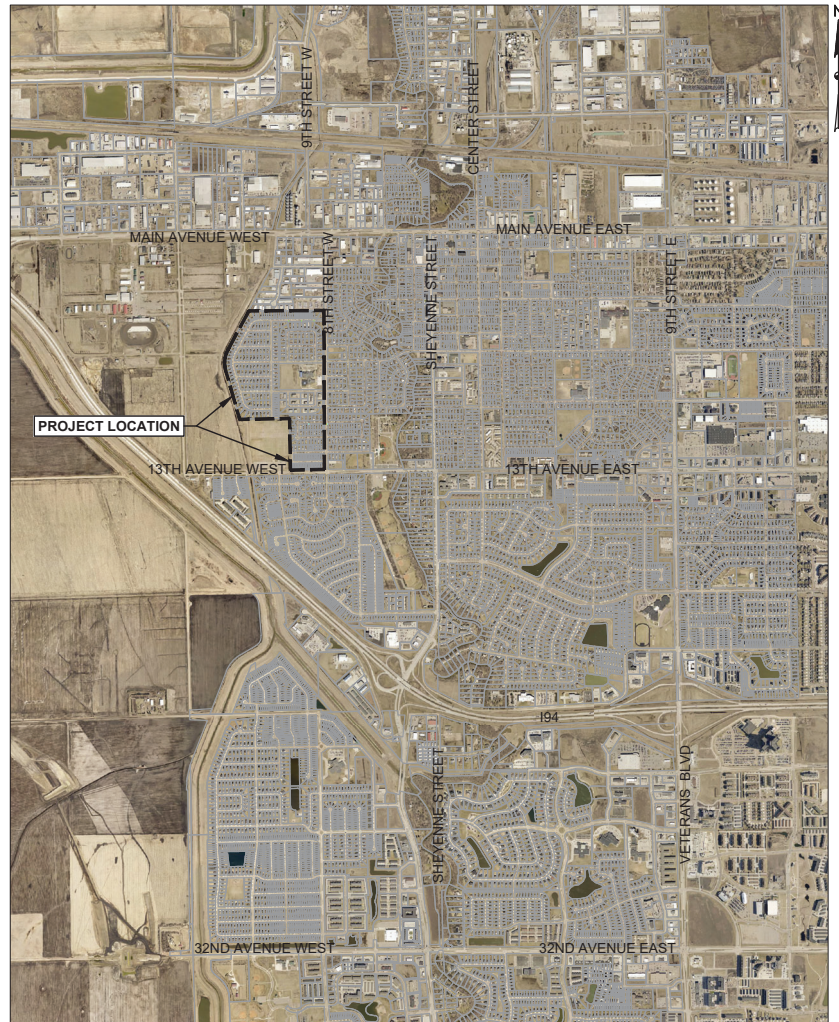
- **Staff Recommendation:** Create Improvement District No. 2290, and Direct Engineer to prepare an Engineer's Report.
- **Commission Action:** Commissioner Zundel moved, and Commissioner Olson seconded to approve. No opposition, motion carried.

IMPROVEMENT DISTRICT 2290

2025 PUBLIC WORKS MILL & OVERLAY

WESTWYND, WENZLOFF'S, SHEEP BARNS AND LENZMEIER'S AREAS

WEST FARGO, NORTH DAKOTA



LOCATION MAP

 2515 6TH STREET EAST West Fargo, ND 58078	SCALE:	N/A
	PROJECT NUMBER:	2290
	SHEET NUMBER:	G-001

CITY OF WEST FARGO, NORTH DAKOTA
STREET PROJECT NO. 2290 – 2025 PUBLIC WORKS MILL AND OVERLAY
ADVERTISEMENT FOR BIDS

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

Bids for the construction of the Project will be received and accepted via electronic bid (vBid) through QuestCDN until April 10, 2025 at 10:00 a.m. local time. Bids will be viewed and read via video/phone conference at 10:30 a.m. the same day. Mailed or hand delivered bids will not be opened or considered. Link for the video/phone conference is provided at www.westfargond.gov/268/Engineer by clicking the Engineering Project Bid System tab, or at www.questcdn.com.

The Project consists of milling existing asphalt pavement, spot replacing existing curb and gutter, and an asphalt overlay in the Westwynd, Wenzloff's, Sheep Barns, and Lenzmeier's areas.

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

Digital project bidding documents will be available at <https://www.westfargond.gov/268/Engineer> by clicking the Project Bid Information tab, or at www.questcdn.com. You may download the complete set of digital documents for a nonrefundable fee of \$42.00 by locating eBidDoc™ Number 9583196 on the website. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in membership registration, downloading and working with this digital project information, and online bid submittal.

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

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

Owner: City of West Fargo
By: Dustin T. Scott
Title: City Administrator
Date: March 17, 2025

Publish Dates: March 26, 2025 and April 2, 2025

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING PLANS AND SPECIFICATIONS FOR IMPROVEMENTS IN
IMPROVEMENT DISTRICT NO. 2290 - 2025 PUBLIC WORKS MILL AND OVERLAY
OF THE CITY OF WEST FARGO

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the plans and specifications and estimates of cost for improvements in Improvement District No. 2290- 2025 Public Works Mill and Overlay of the City of West Fargo heretofore prepared by Daniel Hanson, Engineer for the City, be and the same hereby are approved, ratified and confirmed as the plans and specifications and estimates of cost in accordance with which said improvements shall be constructed and the City Auditor shall file the same in his office open to public inspection.

Dated: March 17, 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.

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

RESOLUTION DIRECTING AUDITOR TO
ADVERTISE FOR BIDS

WHEREAS, this Board has heretofore created Improvement District No. 2290 – 2025 Public Works Mill and Overlay of the City of West Fargo; and

WHEREAS, plans and specifications and estimates of costs for said Improvement District No. 2290 have heretofore been directed to be prepared by the Engineer for the City of West Fargo; and

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

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

NOW THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, Cass County, North Dakota, that the City Auditor be, and she is hereby authorized and directed to cause notice of Advertisement for Bids for the construction of the work heretofore directed to be made in Improvement District No. 2290 – 2025 Public Works Mill and Overlay to be published once each week for **two** consecutive weeks in *The Forum*, and that the City Engineer will meet via video/phone conference, at a time and date to be determined by the City Auditor, for the purpose of revealing and reading aloud bids submitted electronically prior to the time of such meeting in accordance with such published advertisement for bids for the purpose of taking such other and further action with reference thereto as shall then be deemed necessary and expedient. A link for video/phone conference is provided at www.questcdn.com. Such advertisements shall be published in the form as provided in Section 48-01.2 of the North Dakota Century Code as amended.

Dated: March 17, 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?
[Consent]

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: March 17, 2025

Subject: Improvement District No. 3006 – Westwood Addition
Reconstruction

Action: Adopt Resolution Demonstrating City Commission Support for the
SRF Loan Application

Commission President

Bernie Dardis

Primary Portfolio:

Administrative Services

Secondary Portfolio:

Police & Fire

**Commission
Vice President**

Brad Olson

Primary Portfolio:

Police & Fire

Secondary Portfolio:

Street, Water & Sewer

Commissioner

Roben Anderson

Primary Portfolio:

Community &

Development Services

Secondary Portfolio:

Administrative Services

Commissioner

Rory Jorgensen

Primary Portfolio:

Sanitation

Secondary Portfolio:

Community &

Development Services

Commissioner

Amy Zundel

Primary Portfolio:

Street, Water & Sewer

Secondary Portfolio:

Sanitation

City Administrator

Dustin T. Scott

New Information and Recommendation:

The Westwood Addition is proposed to be constructed this year. In an effort to make the project as affordable as possible and to reduce project costs the city has applied to the North Dakota Department of Environmental Quality for a loan under the Clean Water Act and/or the Safe Drinking Water Act.

By securing this funding for the project it will greatly reduce the interest rate of the special assessments that will result from the project. This will be significant savings for the residents of the neighborhood.

The attached resolution is necessary to tell the State that Dan Hanson has the support of the Commission to apply for the project loan.

The following documents are attached for review/consideration:

- Resolution of Governing Body of Applicant

Staff Recommendation: Adopt Resolution Demonstrating City Commission Support for the SRF Loan Application

Financial Analysis:

The lower interest offered with these loans will create significant savings to the financing of the project which will be a benefit passed on to the assessed properties.

Previously Presented Information and Commission Actions:

February 14, 2025 –

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

December 17, 2024 -

- First Neighborhood Informational Meeting was held at the West Fargo Fire Department from 6:00 – 8:00 PM (Our consultant Moore Engineering and COWF representatives were in attendance)

December 2, 2024 –

- **Staff Recommendation:** Approve both and Engineer's Report and Task Order for "Basic Services", and Direct Engineer to prepare Plans and Specifications

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

November 14, 2024 –

- A Special Meeting regarding Information pertaining to Improvement District No. 3006 – Westwood Addition Reconstruction took place at the City Commission Chambers.

October 7, 2024 –

- Informational Update to Commission regarding the letter sent to property owners within this district – No action requested.

Week of September 30, 2024 -

- Letter mailed to property owners informing them of the project moving forward for construction in 2025.

September 16, 2024 –

- **Staff Recommendation:** Create Improvement District No. 3006; Direct Engineer to prepare an Engineer's Report; Approve Task Order for Preliminary Engineering Services.
- **Commission Action:** Commissioner Olson moved, and Commissioner Zundel seconded to approve. No opposition, motion carried.

August 5, 2024 –

- Commission adopted the 2024 Capital Improvement Plan which included this project to be constructed in 2025

November 2022 –

Public out-reach door hangers delivered to residents within the Westwood Addition to partake in a neighborhood survey pertaining to a potential infrastructure project.

RESOLUTION OF GOVERNING BODY OF APPLICANT

Resolution authorizing filing of application with the North Dakota Department of Environmental Quality for a loan under the Clean Water Act and/or the Safe Drinking Water Act.

WHEREAS, under the terms of the Clean Water Act and/or the Safe Drinking Water Act, the United States of America has authorized the making of loans to authorized applicants to aid in the construction of specific public projects: Now, Therefore, BEIT RESOLVED by the City Commission of the City of West Fargo

- 1. That Daniel Hanson be and is hereby authorized to execute and file an application on behalf of the City of West Fargo with the North Dakota Department of Environmental Quality for a loan to aid in the construction of: Improvement District No. 3006 – New Water Supply, Sewerage, and Streets in the Westwood Addition of West Fargo.
- 2. That Daniel Hanson, Senior Director of Community & Development be and is hereby authorized and directed to furnish such information as the North Dakota Department of Environmental Quality may reasonably request in connection with the application, which is herein authorized to be filed, to sign all necessary documents, and, on behalf of loan recipient, to accept loan offer and receive payment of loan funds in an estimated amount of \$6,771,000.

That the City of West Fargo expresses its official intent to use proceeds of this loan to reimburse construction expenditures made prior to the issuance of its municipal securities to the North Dakota Public Finance Authority.

CERTIFICATE OF RECORDING OFFICER

The undersigned duly qualified and acting City Auditor of the City of West Fargo does hereby certify that the attached resolution is a true and correct copy of the resolution, authorizing the filing of application with the North Dakota Department of Environmental Quality, as regularly adopted at a legally convened meeting of the City Commission Meeting duly held on the 17th day of March, 2025; and further that such resolution has been fully recorded in the journal of proceedings and records in my office.

In WITNESS WHEREOF, I have hereunto set my hand this 17th day of March 2025.

Signature of Recording Officer*
Title of Recording Officer

**The signature needs to match the signature used for the FIND pre-application*

*** Consent Agenda ***

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Lisa Sankey

2. PHONE NUMBER: 515-5376 DATE: March 12, 2025

3. AGENDA TITLE:

A25-4 Oak Ridge 20th Addition Final Plat Approval.

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

Approve final plat of Oak Ridge 20th Addition. At their March 11, 2025 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):

Lot 8, Block 1 Oak Ridge 6th (805 32nd Ave E), City of West Fargo, North Dakota.

6. ACTION BEING REQUESTED FROM CITY COMMISSION:

Approve Final Plat.

STAFF REPORT

A25-4 REPLAT	
Oak Ridge 20 th Addition	
805 32nd Ave E (Lot 8, Block 1 Oak Ridge 6th), City of West Fargo, North Dakota	
Applicant: Jared Kramer, Ackerman-Estvold Owner: Philip Matz, Bremer Bank	Staff Contact: Lisa Sankey
Planning & Zoning Commission Public Hearing	3/11/2025 – Approved
City Commission Final Plat Approval	3/17/25

PURPOSE:

Replat an existing lot into two for sale and development

STATEMENTS OF FACT:

Land Use Classification:	G-2 Suburban Growth Sector
Existing Land Use:	Vacant
Current Zoning District:	PUD: Planned Unit Development
Zoning Overlay District(s):	CO: Corridor Overlay
Proposed Lot size(s) or range:	26,694 to 41,945 ft ²
Adjacent Zoning Districts:	North – C: Light Commercial; South & West– PUD: Planned Unit Development (Commercial); East – City of Fargo
Adjacent street(s):	32 nd Avenue East (Minor Arterial); Veteran's Blvd (Minor Arterial)
Adjacent Bike/Pedestrian Facilities:	East/West Multi-Use Path along north side of development; Multi-Use Path along Veteran's Blvd
Available Parks/Trail Facilities:	Shadow Wood and Maple Ridge at the Preserve Parks accessible within ½ mile by sidewalks and path
Park Dedication Requirements:	N/A

DISCUSSION AND OBSERVATIONS:

- The applicant has submitted an application for a proposed replat to divide one lot into two for sale and development on the southwest corner of 32nd Avenue East and Veteran's Blvd.
- When this property was platted and zoned in 2015, the detailed development plans established the development patterns for general commercial land uses for a retail commercial development including a grocery store, strip mall and commercial pad sites, in order to share parking and allow for off-premise signage for businesses within the PUD District.
- A preliminary site plan shows a proposed oil change business on Lot 1.
- Lot 2 would remain under the current property ownership for future sale and development.
- PUD Detailed Development Plans will be submitted for review by the Planning and Zoning Commission at a later date.

NOTICES:

Sent to: Public notice published in the Forum and sent to applicable agencies and departments

STAFF REPORT

Comments Received:

- None to date

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

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

PLANNING AND ZONING COMMISSION ACTION

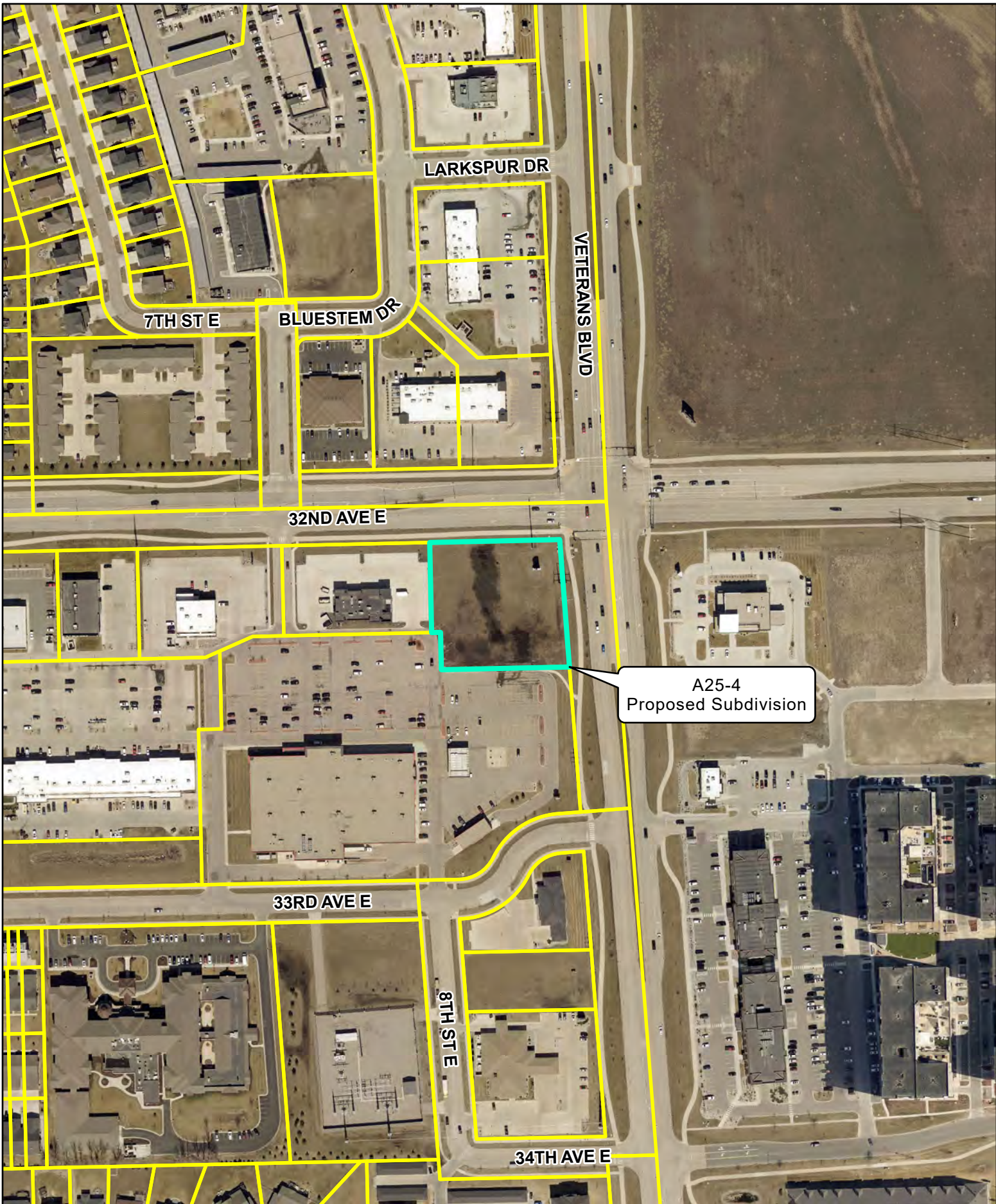
At their March 11, 2025 meeting, the West Fargo Planning and Zoning Commission voted to approve the replat.

RECOMMENDATIONS:

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

Attachments:

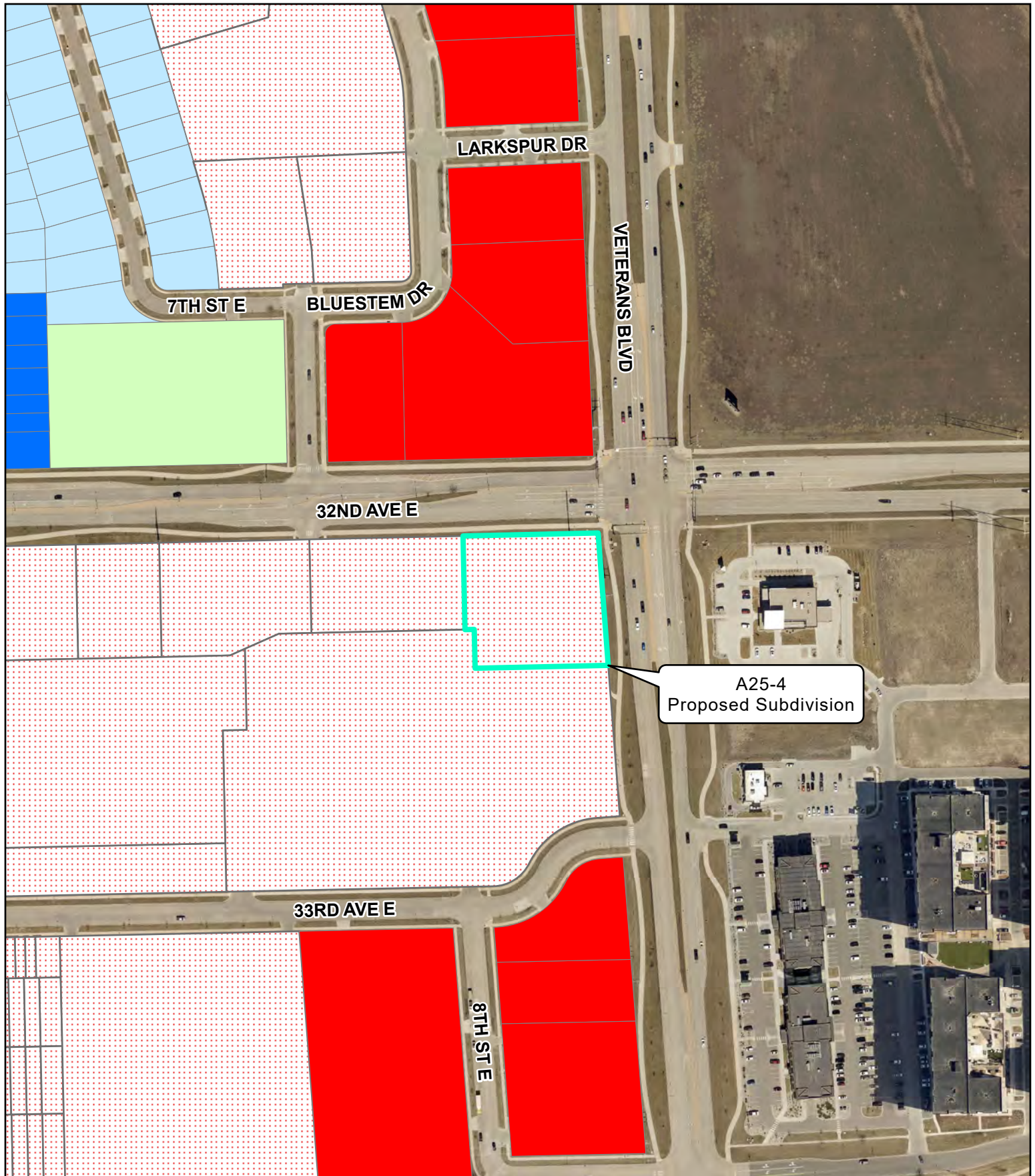
- Aerial map
- Zoning map
- Final Plat
- Preliminary Site Plan
- Original PUD Development Standards



Features

 Agenda Zone  Lots





A25-4
Proposed Subdivision

West Fargo Zoning

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

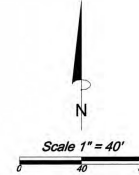
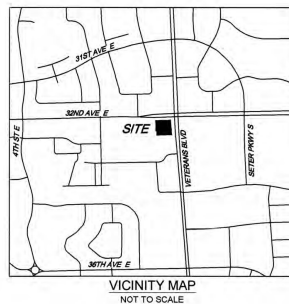


0 150 300
US Feet

PLAT OF OAK RIDGE TWENTIETH ADDITION
TO THE CITY OF WEST FARGO, NORTH DAKOTA
(BEING A REPLAT OF LOT 8, BLOCK 1, OAK RIDGE SIXTH ADDITION
TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA)



LINE	BEARING	DISTANCE
L1	S 88°21'14.9" W	18.00'
L2	N 88°42'06.9" E	83.57'
L3	S 01°27'55.2" E	41.48'
L4	S 89°08'07.2" W	65.73'
L5	N 01°14'34.2" W	15.04'



LEGEND:

- - SET NO. 5 REBAR W/ CAP
- ⊗ - EXISTING MONUMENT FOUND
- - PRIVATE EASEMENT DEDICATED THIS PLAT
- - SUBDIVISION BOUNDARY
- - INTERIOR LOT LINE
- - ADJOINING LOT LINES
- - EXISTING EASEMENTS

DEDICATION

WE THE UNDERSIGNED, DO HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE LAND DESCRIBED IN THE PLAT OF "OAK RIDGE TWENTIETH ADDITION" TO THE CITY OF WEST FARGO, BEING A REPLAT OF LOT 8, BLOCK 1, OAK RIDGE SIXTH ADDITION, CASS COUNTY, NORTH DAKOTA; THAT WE HAVE CAUSED IT TO BE PLATTED INTO LOTS AND BLOCKS AS SHOWN BY SAID PLAT AND CERTIFICATE OF ROBBY L. BERARD, REGISTERED LAND SURVEYOR, AND THAT THE DESCRIPTION AS SHOWN IN THE CERTIFICATE OF THE REGISTERED LAND SURVEYOR IS CORRECT. WE HEREBY DEDICATE A PRIVATE ACCESS & UTILITY EASEMENT SHOWN ON SAID PLAT FOR THE BENEFIT OF LOT 2.

OWNER LOTS 1 & 2, BLOCK 1, BREMER BANK NATIONAL ASSOCIATION

BY _____

ITS _____

STATE OF NORTH DAKOTA
COUNTY OF _____

ON THIS ____ DAY OF _____, 2025, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED _____, KNOWN TO ME TO BE _____ OF BREMER BANK NATIONAL ASSOCIATION, THAT IS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT _____ EXECUTED THE SAME ON BEHALF OF BREMER BANK NATIONAL ASSOCIATION.

NOTARY PUBLIC, _____ COUNTY, STATE OF _____

CERTIFICATE

ROBBY L. BERARD, BEING DULY SWORN, DEPOSES AND SAYS, THAT HE IS THE REGISTERED LAND SURVEYOR WHO PREPARED AND MADE THE ATTACHED PLAT OF "OAK RIDGE TWENTIETH ADDITION" TO THE CITY OF WEST FARGO, A REPLAT OF LOT 8, BLOCK 1, OAK RIDGE SIXTH ADDITION, TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA; THAT SAID PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE SURVEY THEREOF; THAT ALL DISTANCES ARE CORRECTLY SHOWN ON SAID PLAT; THAT MONUMENTS HAVE BEEN PLACED IN THE GROUND AS INDICATED FOR THE GUIDANCE OF FUTURE SURVEYS AND THAT SAID ADDITION IS DESCRIBED AS FOLLOWS, TO WIT:

LOT 8, BLOCK 1, OAK RIDGE SIXTH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA, ACCORDING TO THE RECORDED PLAT THEREOF ON FILE AND OF RECORD IN THE OFFICE OF THE RECORDER, CASS COUNTY, NORTH DAKOTA.

SAID TRACT CONTAINS 68,639 SQUARE FEET, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, RESERVATIONS AND RIGHTS OF WAY OF RECORD, IF ANY.

ROBBY L. BERARD
REGISTERED LAND SURVEYOR
REG. NO. 18-4727



STATE OF NORTH DAKOTA
COUNTY OF WAARD

ON THIS ____ DAY OF _____, 2025, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED ROBBY L. BERARD, REGISTERED LAND SURVEYOR, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS HIS OWN FREE ACT AND DEED.

NOTARY PUBLIC, WAARD COUNTY, STATE OF NORTH DAKOTA

CHAD ATTERTON
Notary Public
State of North Dakota
My Commission Expires Nov. 11, 2028

WEST FARGO PLANNING COMMISSION APPROVAL
THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS ____ DAY OF _____, 2025

JOSEPH F. KOLB, CHAIRMAN

STATE OF NORTH DAKOTA
COUNTY OF CASS

ON THIS ____ DAY OF _____, 2025, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED JOSEPH F. KOLB, CHAIRMAN OF THE WEST FARGO PLANNING COMMISSION, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME ON BEHALF OF THE WEST FARGO PLANNING COMMISSION.

NOTARY PUBLIC, CASS COUNTY, STATE OF NORTH DAKOTA

WEST FARGO CITY COMMISSION APPROVAL
THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS ____ DAY OF _____, 2025

BERNIE L. DAROS, PRESIDENT OF THE
WEST FARGO CITY COMMISSION

DUSTIN T. SCOTT, CITY AUDITOR

STATE OF NORTH DAKOTA
COUNTY OF CASS

ON THIS ____ DAY OF _____, 2025, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED BERNIE L. DAROS, PRESIDENT OF THE WEST FARGO CITY COMMISSION, AND DUSTIN T. SCOTT, CITY AUDITOR, KNOWN TO ME TO BE THE PERSONS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME ON BEHALF OF THE CITY OF WEST FARGO.

NOTARY PUBLIC, CASS COUNTY, STATE OF NORTH DAKOTA

CITY ENGINEER'S APPROVAL
THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS ____ DAY OF _____, 2025

DANIEL R. HANSON, CITY ENGINEER
REGISTERED PROFESSIONAL ENGINEER
NO. PE-4982

STATE OF NORTH DAKOTA
COUNTY OF CASS

ON THIS ____ DAY OF _____, 2025, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED DANIEL R. HANSON, CITY ENGINEER, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS CITY ENGINEER.

NOTARY PUBLIC, CASS COUNTY, STATE OF NORTH DAKOTA

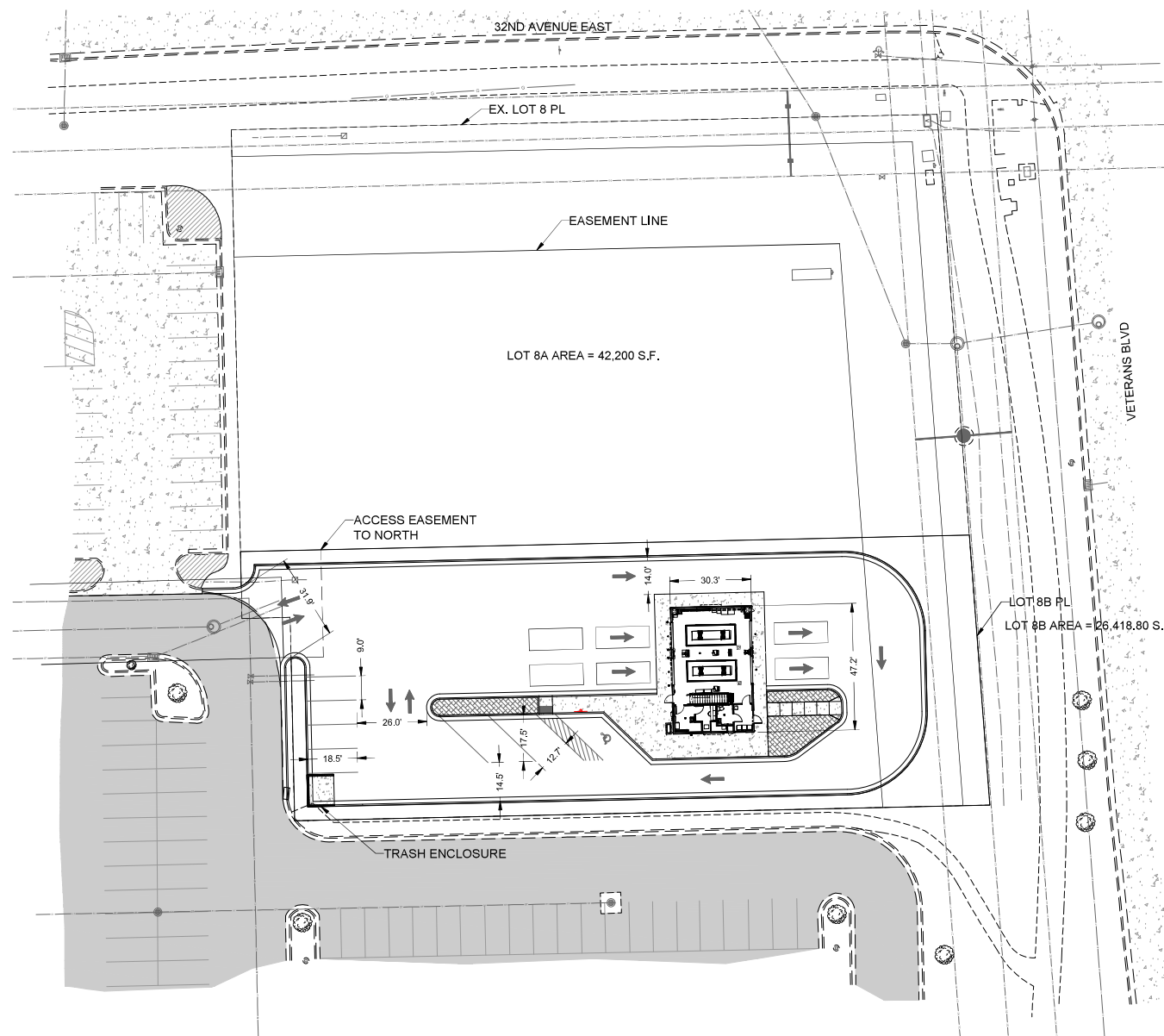
WEST FARGO CITY ATTORNEY APPROVAL
THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS ____ DAY OF _____, 2025

KATIE J. SCHMIDT, CITY ATTORNEY

STATE OF NORTH DAKOTA
COUNTY OF CASS

ON THIS ____ DAY OF _____, 2025, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED KATIE J. SCHMIDT, CITY ATTORNEY, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT SHE EXECUTED THE SAME AS THE CITY ATTORNEY.

NOTARY PUBLIC, CASS COUNTY, STATE OF NORTH DAKOTA



GRAPHIC SCALE:
1" = 20'

NOTES:

1. HORIZ. DATUM: US STATE PLANE 1982, 10 NORTH, NAD 83 AT GRID
VERTICAL DATUM: NAVD88
UNITS: US SURVEY FT.
2. THE UNDERGROUND UTILITIES ARE FURNISHED BY THE UTILITY
COMPANIES AND FIELD OBSERVATIONS, LACKING EXCAVATION
THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT
BE ACCURATELY, COMPLETELY AND RELIABLY DEPICTED.
WHERE ADDITIONAL OR MORE DETAILED INFORMATION IS
REQUIRED THE CLIENT IS ADVISED THAT EXCAVATION MAY BE
NECESSARY.
3. ALL UNDERGROUND UTILITIES, PIPE SIZES AND TYPES ARE TO
BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO THE START
OF CONSTRUCTION.
4. PROTECT ALL EXISTING SHALLOW UTILITIES (POWER, COMM/S
DATA) DURING SITE & BUILDING CONSTRUCTION ACTIVITIES

PARKING CALCULATIONS:

PARKING PER CITY OF WEST FARGO PUD
ORDINANCES 15% REDUCTION ALLOWED
VEHICLE QUICK LUBE

REQUIRED:

1 SPACE PER 400 SQ FT
2 SPACES PER BAY

- 7.5 SPACES REQUIRED, 1 OF WHICH IS ADA COMPLIANT

PROVIDED:

- 7 SPACES PROVIDED, 1 OF WHICH IS ADA COMPLIANT

STORMWATER IMPERVIOUS CALCULATION

PER STORM PLAN OF THE OAK RIDGE SIXTH ADDITION
85% IMPERVIOUS TO 15% PERVIOUS IS REQUIRED

PROVIDED:

LOT SIZE: 26,420 SQ FT
GRASS AREA: 5,185 SQ FT
80% IMPERVIOUS TO 20% PERVIOUS

WEST FARGO VALVOLINE
OAK RIDGE SIXTH ADD LOT 8
WEST FARGO ND

DATE: 2/14/2025

REVISIONS

	DATE
#	--/--
#	--/--
#	--/--

PROJECT
NO.
R24182

SITE PLAN

Tim P. Solberg

From: Nate Vollmuth <nvollmuth@paces-lodging.com>
Sent: Wednesday, April 08, 2015 10:05 AM
To: Tim P. Solberg
Subject: RE: Oakridge PUD - Draft
Attachments: Sign - PUD Language.pdf

PUD Standards

Uses:

C-Light Commercial

Signage:

Per C & CO Districts and per City of West Fargo Sign Regulations for Free Standing Signs
(Further detail below to address specific lot allocations with having (2) Primary development signs with Multi-Tenant signage)

Total signage square footage per Front Lot Line Calculation from attached plat: $1638 + 920 + 400 + 400 + 436 + 600 + 526 = 4920$ sf

2 primary development signs total (200sf per sign): 400 sf

2 primary development signs may have the Anchor Tenant on the top of the sign with a reader board below showing the remaining tenants for the development (see example on attached image)

Each lots signage allocation to be reduce by $400/4920 = .08$ or 8% (or 92% revised allocation)

Lot 1:

Frontage on 33rd = 819'

Signage Allocated per City Calculation = 1638sf

Revised allocation per PUD/Development Sign need ($1638 \times 92\% =$) 1507sf

Lot 2 & 3 Combined:

Frontage on 6th = 460'

Signage Allocated per City Calculation = 920sf

Revised allocation per PUD/Development Sign need ($920 \times 92\% =$) 847sf

Lot 4:

Frontage on 32nd = 200'

Signage Allocated per City Calculation = 400sf

Revised allocation per PUD/Development Sign need ($400 \times 92\% =$) 368sf

Lot 5:

Frontage on 32nd = 200'

Signage Allocated per City Calculation = 400sf

Revised allocation per PUD/Development Sign need ($400 \times 92\% =$) 368sf

Lot 6:

Frontage on 32nd = 218'

Signage Allocated per City Calculation = 436sf

Revised allocation per PUD/Development Sign need ($436 \times 92\%$) = 401sf

Lot 7:

Frontage on 32nd = 300'

Signage Allocated per City Calculation = 600sf

Revised allocation per PUD/Development Sign need ($600 \times 92\%$) = 552sf

Lot 8:

Frontage on 32nd = 263'

Signage Allocated per City Calculation = 526sf

Revised allocation per PUD/Development Sign need ($526 \times 92\%$) = 484sf

Lots 4, 5, 6, 7 and 8 shall be restricted to the size and area of their free standing signs only (all other signage for these lots shall follow the West Fargo Sign Regulations)

Max height: 20'

Max area: 100sf

Parking:

Shared Parking shall be allowed on Lots 4, 5, 6, 7 and 8 only.

Shared Parking for said lots may reduce the required parking by 15% on each lot

The remaining 15% parking requirement can only be fulfilled (shared) from use of required parking on lots 1 & 3

Nate Vollmuth

Director of Development Services

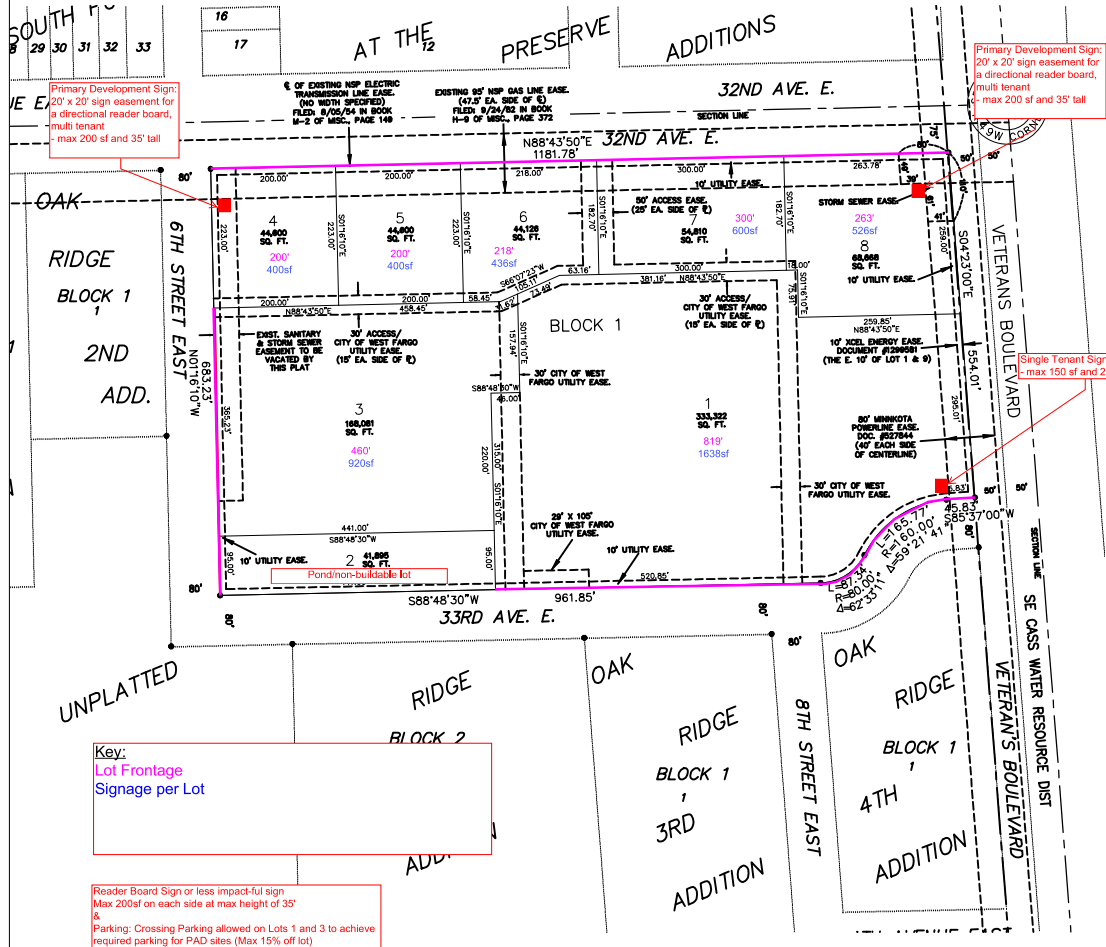
PACES Lodging Corporation

701-499-3895 O

701-388-3635 C

nv@paces.co

PLAT OF OAK RIDGE SIXTH ADDITION TO THE CITY OF WEST FARGO, A REPLAT OF LOT 1, BLOCK 1, OAK RIDGE 5TH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA.



CITY ENGINEER'S APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 2015.

KEVIN J. BUCHOLZ, CITY ENGINEER

STATE OF NORTH DAKOTA)
COUNTY OF CASS)
ON THIS _____ DAY OF _____, 2015, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED KEVIN J. BUCHOLZ, CITY ENGINEER, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS HIS FREE ACT AND DEED.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA
MY COMMISSION EXPIRES: _____

CERTIFICATE

DAVID S. HEYER, BEING DULY SWORN, DEPOSES AND SAYS THAT HE IS THE REGISTERED LAND SURVEYOR WHO PREPARED AND MADE THE ATTACHED PLAT OF "OAK RIDGE SIXTH ADDITION" TO THE CITY OF WEST FARGO, A REPLAT OF LOT 1, BLOCK 1, OAK RIDGE 5TH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA; THAT SAID PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE BOUNDARY SURVEY; THAT ALL DISTANCES ARE CORRECTLY SHOWN ON SAID PLAT; THAT MONUMENTS HAVE BEEN PLACED IN THE GROUND AS INDICATED FOR THE GUIDANCE OF FUTURE SURVEYS AND THAT SAID ADDITION IS DESCRIBED AS FOLLOWS, TO WIT:

ALL OF LOT 1, BLOCK 1, OAK RIDGE FIFTH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA.

SAID TRACT CONTAINS 18.37 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS AND RIGHTS-OF-WAY OF RECORD.



DAVID S. HEYER
REGISTERED LAND SURVEYOR
ND REG. NO. LS-2086

STATE OF NORTH DAKOTA)
COUNTY OF CASS)
ON THIS _____ DAY OF _____, 2014, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED DAVID S. HEYER, REGISTERED LAND SURVEYOR, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS HIS FREE ACT AND DEED.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA
MY COMMISSION EXPIRES: _____

DEDICATION

WE, THE UNDERSIGNED, DO HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE LAND DESCRIBED IN THE PLAT OF "OAK RIDGE SIXTH ADDITION" TO THE CITY OF WEST FARGO, A REPLAT OF LOT 1, BLOCK 1, OAK RIDGE FIFTH ADDITION TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA; THAT WE HAVE CAUSED IT TO BE PLATTED INTO LOTS AND BLOCKS AS SHOWN BY SAID PLAT AND CERTIFICATE OF DAVID S. HEYER, REGISTERED LAND SURVEYOR; AND THAT THE DESCRIPTION AS SHOWN IN THE CERTIFICATE OF THE REGISTERED LAND SURVEYOR IS CORRECT. WE HEREBY DEDICATE ALL UTILITY, ACCESS AND DRIVETHRU EASEMENTS SHOWN ON SAID PLAT TO THE USE OF THE PUBLIC.

OWNER: LOTS 2-6, BLOCK 1: OSSGOOD INVESTMENTS, LLC.

OWNER: LOT 1, BLOCK 1: 32 HOLDING, LLC.

KEVIN CHRISTIANSON, PRESIDENT

STATE OF NORTH DAKOTA)
COUNTY OF CASS)
ON THIS _____ DAY OF _____, 2015, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED KEVIN CHRISTIANSON, PRESIDENT OF OSSGOOD INVESTMENTS, LLC, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN THE NAME OF OSSGOOD INVESTMENTS, LLC.

KEVIN CHRISTIANSON, PRESIDENT

STATE OF NORTH DAKOTA)
COUNTY OF CASS)
ON THIS _____ DAY OF _____, 2015, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED KEVIN CHRISTIANSON, PRESIDENT OF 32 HOLDING, LLC, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN THE NAME OF 32 HOLDING, LLC.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA
MY COMMISSION EXPIRES: _____
MORTGAGEE: BREMER BANK, NATIONAL ASSOCIATION

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA
MY COMMISSION EXPIRES: _____

DAVID L. JOHNSON, VICE-PRESIDENT

STATE OF NORTH DAKOTA)
COUNTY OF CASS)
ON THIS _____ DAY OF _____, 2015, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED DAVID L. JOHNSON, VICE-PRESIDENT OF BREMER BANK, NATIONAL ASSOCIATION, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN THE NAME OF BREMER BANK, NATIONAL ASSOCIATION.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA
MY COMMISSION EXPIRES: _____

WEST FARGO PLANNING COMMISSION APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 2015.

TOM McDUGALL, CHAIRMAN

STATE OF NORTH DAKOTA)
COUNTY OF CASS)
ON THIS _____ DAY OF _____, 2015, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE PERSONALLY APPEARED TOM McDUGALL, CHAIRMAN OF THE WEST FARGO PLANNING COMMISSION, KNOWN TO ME TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME IN THE NAME OF THE WEST FARGO PLANNING COMMISSION.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA
MY COMMISSION EXPIRES: _____

WEST FARGO COMMISSION APPROVAL

THIS PLAT IN THE CITY OF WEST FARGO IS HEREBY APPROVED THIS _____ DAY OF _____, 2015.

RICH MATTERN, PRESIDENT OF
THE WEST FARGO CITY COMMISSION
STATE OF NORTH DAKOTA)
COUNTY OF CASS)

JAMES BROWNLEE, CITY AUDITOR

ON THIS _____ DAY OF _____, 2015, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED RICH MATTERN, PRESIDENT OF THE WEST FARGO CITY COMMISSION, AND JAMES BROWNLEE, CITY AUDITOR, KNOWN TO ME TO BE THE PERSONS DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME IN THE NAME OF THE CITY OF WEST FARGO.

NOTARY PUBLIC, CASS COUNTY, NORTH DAKOTA
MY COMMISSION EXPIRES: _____

moore engineering, inc.
SHEET 1 OF 1
PROJ. NO. 18136

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

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 9338 (9-2023)

Applying for (check one)

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

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

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

Name of Organization or Group The American Legion Department of North Dakota		Dates of Activity (Does not include dates for the sales of tickets) June 23, 2025	
Organization or Group Contact Person Don Herrly	E-mail adjutant@ndlegion.org	Telephone Number 7012933120	
Business Address 405 Main Ave West Suite 4A	City West Fargo	State ND	ZIP Code 58078
Mailing Address (if different) PO Box 5057	City West Fargo	State ND	ZIP Code 58078

SITE INFO

Site Name The American Legion Department of North Dakota		County Cass	
Site Physical Address 405 Main Ave West Suite 4A	City West Fargo	State ND	ZIP Code 58078
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) Monday, June 23, 2025 at 11 am			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle/Sweepstakes	1st Place is \$2000 and 2nd Place is \$1000	\$2000 + \$1000 = \$3000
Raffle Sweepstakes	3rd and 4th Place are \$200 each	\$200 x 2 = \$400
Raffle/Sweepstakes	5th - 10th Place are \$100 each	\$100 x 6 = \$600
Check #38393 \$2500 EH 3/12/25 Total (limit \$40,000 per year)		\$

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds Support the Four Pillars of the American Legion, assisting veterans and Legion programs	
Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240) ☐ Yes ☒ No	
Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit) ☐ Yes ☒ No	
Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded) ☐ No ☒ Yes - Total Retail Value: \$11,600 (This amount is part of the total prize limit for \$40,000 per fiscal year)	
Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.) ☐ Yes ☒ No	

Printed Name of Organization Group's Permit Organizer Don_Herrly	Telephone Number 701-293-3120	E-mail Address adjutant@ndlegion.org
Signature of Organization Group's Permit Organizer 	Title Adjutant	Date 02/24/2025



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 KC Blessed Sacrament Council 6965		Dates of Activity (Does not include dates for the sales of tickets) 7.20.2025	
Organization or Group Contact Person Eduardo Pablo Villimar	E-mail eduardo.pablo@gmail.com	Telephone Number 504-2561444	
Business Address 210 5th Ave W	City West Fargo	State ND	ZIP Code 58078
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Blessed Sacrament Catholic Church		County Cass	
Site Physical Address 210 5th Ave W	City West Fargo	State ND	ZIP Code 58078
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) Raffle on 7.20.2025			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	Grand Prize \$5,000; 1st \$1000 2nd \$1000; 3rd \$1000; 4th \$1000 AND 10 prizes of \$500 each	
Total (limit \$40,000 per year)		\$ 14,000

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds Church Maintenance	
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 Eduardo Pablo	Telephone Number 504-2561444	E-mail Address eduardo.pablo@gmail.com
Signature of Organization Group's Permit Organizer Eduardo Pablo V.	Title Grand Knight	Date 3/6/2025



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

G - _____ (_____) _____
Site License Number
(Attorney General Use Only)

Full, Legal Name of Gaming Organization

West Fargo Hockey Association

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

Name of Location

MacKenzie River Pizza

Street 819 24th AveE	City West Fargo	ZIP Code 58078	County Cass
Beginning Date(s) Authorized 03-20-25	Ending Date(s) Authorized 06-30-25	Number of Twenty-One tables, if zero, enter "0" 0	

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

Southwest Corner of the bar area

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

RESTRICTIONS FOR CITY/COUNTY USE ONLY

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

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

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

Days of week of gaming operations (if restricted)

Hours of gaming (if restricted)

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

APPROVALS

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

INSTRUCTIONS:

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

RETURN ALL DOCUMENTS TO:

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



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

License Number (Office Use Only)

Site Owner (Lessor) Rainbow Point Fargo LLLP		Site Name Mackenzie River		Site Phone Number
Site Address 819 24th Ave E	City West Fargo	State ND	Zip Code 58078	County Cass
Organization West Fargo Hockey Association		Rental Period March 19, 2025 to June 30, 2025		Monthly Rent Amount
1. Is Bingo going to be conducted at the site? ☒ No ☐ Yes				
1a. If "Yes" to number 1 above, is Bingo the primary game conducted? - If Bingo is the primary game, enter the monthly rent amount to be paid. Then answer questions 2 - 7 but do not enter any rent amounts.				\$
2. Is Twenty-One conducted at this site? Number of Tables with wagers up to \$5 ☒ Rent per Table \$				\$
Number of Tables with wagers over \$5 ☒ Rent per Table \$				\$
3. Is Paddlewheels conducted at this site? Number of Tables ☒ Rent per Table \$				\$
4. Is Pull Tabs Involving either a jar bar or standard dispensing device conducted at this site? Please Check: ☐ Jar Bar ☐ Standard Dispensing Device				\$
5. Are Electronic Pull-Tabs conducted at this site? If "Yes" please indicate the number of devices 4				\$ 700
Total Monthly Rent				\$ 700
6. If the only gaming activity to be conducted at the site is a raffle drawing, please check here. ☐				

TERMS OF RENTAL AGREEMENT:

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

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

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

The LESSOR agrees that the lessors on call or temporary or permanent employee(s) will not, directly or indirectly, conduct games at the site as an employee of the lessee on the same day the employee is working in the area of the bar where alcoholic beverages are dispensed or consumed.

If the LESSEE provides the Lessor with a temporary loan of funds for redeeming credit ticket vouchers from an electronic pull-tab device, or pull tabs or prize boards involving a dispensing device, the lessor agrees to repay the entire loan immediately when the lessee discontinues using the device at the site.

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

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

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

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

At the LESSOR's option, the lessee agrees that this rental agreement may be automatically terminated if the lessee's gaming license is suspended at this site for more than fourteen days or revoked.

Signature of Lessor	Title GM	Date 3/5/25
Signature of Lessee	Title Gaming Director	Date 3/5/25



Year To Date As of December 31, 2024

Prepared:

3/12/2025

Completed By:

Sheila Olson

Approved By:

Willy Galindo

Budgeted Funds		Revenue/Transfers			Expenditure/Transfers			Net			Cash
Fund	Description	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	
1000	General Fund (1)	\$ 25,960,825	\$ 30,330,276	\$ (4,369,451)	\$ 31,244,279	\$ 30,822,389	\$ (421,890)	\$ (5,283,453)	\$ (492,113)	\$ (4,791,340)	\$ 13,700,109
2030	Share of Specials	208,866	209,570	(704)	203,348	209,570	6,222	5,518	-	5,518	56,020
2060	Fire Dept (2)	7,095,642	6,820,019	275,623	6,819,916	7,722,890	902,974	275,726	(902,871)	1,178,597	(1,931,035)
7000	Library	2,512,415	2,399,111	113,304	2,178,196	2,354,762	176,566	334,219	44,349	289,870	1,132,261
7050	Airport	311,873	227,314	84,559	232,223	185,945	(46,278)	79,650	41,369	38,281	958,835
Total Government		\$ 36,089,622	\$ 39,986,290	\$ (3,896,668)	\$ 40,677,963	\$ 41,295,556	\$ 617,593	\$ (4,588,340)	\$ (1,309,266)	\$ (3,279,074)	\$ 13,916,190
2970	Capital Improvements Sales Tax (3)	12,688,351	11,571,138	1,117,213	2,870,573	12,050,659	9,180,086	9,817,778	(479,521)	10,297,299	37,932,817
2975	Public Safety Sales Tax	4,176,578	3,836,250	340,328	2,841,027	2,882,266	41,239	1,335,550	953,984	381,566	2,190,732
2971	Prairie Dog Funds	2,500,000	-	2,500,000	1,501	-	(1,501)	2,498,499	-	2,498,499	3,378,856
2960	Economic Development Sales Tax	4,943,464	3,858,750	1,084,714	3,056,899	3,858,750	801,851	1,886,566	-	1,886,566	15,155,379
2130	Municipal Highway	1,704,907	1,845,504	(140,597)	-	1,845,504	1,845,504	1,704,907	-	1,704,907	-
2110	Gaming	28,302	12,000	16,302	12,000	12,000	-	16,302	-	16,302	140,880
2XXX	Event Funds	-	-	-	-	-	-	-	-	-	16,668
2200	Vector Control	248,909	110,000	138,909	102,140	65,000	(37,140)	146,769	45,000	101,769	572,998
2210	Forestry	504,068	428,940	75,128	345,370	325,551	(19,819)	158,698	103,389	55,309	257,266
2230	City Utility	70,214	130,000	(59,786)	-	130,000	130,000	70,214	-	70,214	280,078
25XX	Police Special Funds	79,304	5,500	73,804	84,314	17,920	(66,394)	(5,010)	(12,420)	7,410	371,284
2950	Assets Forfeitures	22,959	30,000	(7,041)	50,197	30,000	(20,197)	(27,239)	-	(27,239)	127,647
2980	South Facility Hookup	235,630	50,000	185,630	-	-	-	235,630	50,000	185,630	3,694,308
Total Special Funds		\$ 27,202,686	\$ 21,878,082	\$ 5,324,604	\$ 9,364,021	\$ 21,217,650	\$ 11,853,629	\$ 17,838,665	\$ 660,432	\$ 17,178,233	\$ 64,118,913
3000	Total Debt Service	\$ 29,319,759	\$ 23,774,632	\$ 5,545,127	\$ 26,683,746	\$ 25,472,841	\$ (1,210,905)	\$ 2,636,013	\$ (1,698,209)	\$ 4,334,222	\$ 56,255,505
6010	Sanitation	\$ 6,330,103	\$ 5,259,407	\$ 1,070,696	\$ 6,513,686	\$ 6,658,227	\$ 144,541	\$ (183,583)	\$ (1,398,820)	\$ 1,215,237	\$ 2,091,170
6020	Water (4)	10,243,334	9,264,036	979,298	11,657,811	7,882,359	(3,775,452)	(1,414,476)	1,381,677	(2,796,153)	8,452,791
6025	Sewer	5,332,752	5,684,011	(351,259)	6,080,840	6,381,454	300,614	(748,088)	(697,443)	(50,645)	28,088
Total Enterprise		21,906,189	20,207,454	1,698,735	24,252,337	20,922,040	(3,330,297)	(2,346,147)	(714,586)	(1,631,561)	\$ 10,572,050
5000	Tree Fund	\$ 38,477	\$ 50,000	\$ (11,523)	\$ 37,208	\$ 50,000	\$ 12,793	\$ 1,270	\$ -	\$ 1,270	569,636
2050	Park Funds/State Aid	1,124,121	1,014,163	109,958	1,219,762	1,014,163	(205,599)	(95,641)	-	(95,641)	-
8600	Park District Special Assessment	\$ 763,400	\$ 692,147	71,253	756,946	692,147	(64,799)	6,453	-	6,453	5,049
2141	FM CVB	460,706	383,297	77,409	489,944	383,297	(106,647)	(29,238)	-	(29,238)	-
Total Agency		\$ 2,386,704	\$ 2,139,607	\$ 247,097	\$ 2,503,860	\$ 2,139,607	\$ (364,253)	\$ (117,156)	\$ -	\$ (117,156)	\$ 574,685
Total All Budgeted Funds		\$ 116,904,960	\$ 107,986,065	\$ 8,918,895	\$ 103,481,926	\$ 111,047,694	\$ 7,565,768	\$ 13,423,034	\$ (3,061,629)	\$ 16,484,663	\$ 145,437,343



Year To Date As of December 31, 2024

Prepared:

3/12/2025

Completed By:

Sheila Olson

Approved By:

Willy Galindo

Non-Budgeted Funds

	Revenue/Transfers			Expenditure/Transfers			Net			Cash Balances
	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	
4000 Construction	\$ 22,061,628	\$ -	\$ 22,061,628	\$ 22,520,754	\$ -	\$ (22,520,754)	\$ (459,126)	\$ -	\$ (459,126)	\$ (32,476,780)
2170 Clerk of Court Bond Fund	-	-	-	-	-	-	-	-	-	39,218
2XXX Misc. Special Funds	853,683	-	853,683	2,106,043	1,919,374	(186,669)	(1,252,361)	(1,919,374)	667,014	1,143,352
7XXX Agency Funds	-	-	-	-	-	-	-	-	-	218,391
Total Non-Budgeted Funds	\$ 22,915,311	\$ -	\$ 22,915,311	\$ 24,626,798	\$ 1,919,374	\$ (22,707,424)	\$ (1,711,486)	\$ (1,919,374)	\$ 207,888	\$ (31,075,819)
All Funds Combined	\$ 139,820,271	\$ 107,986,065	\$ 31,834,206	\$ 128,108,723	\$ 112,967,068	\$ (15,141,655)	\$ 11,711,548	\$ (4,981,003)	\$ 16,692,551	\$ 114,361,523

Notes to the Financials

1	(\$1.8 million) shortfall in interest, budgeted in General Fund, was allocated to multiple funds. Engineering and administrative fees, totaling (\$1 million), to be recorded by the end of March. Lower than expected franchise fees, (\$0.8 million in Electricity, (\$0.6 million) in Gas, and (\$0.2 million) in Cable.
2	Fire Department (\$1.9 million) cash balance due to expenditures exceeding revenues beginning in 2019 thru 2023.
3	Transfers to Construction Funds will be recorded as part of year-end close around \$9.2 million.
4	Water meter expenditures transferred to the Water fund totaling (\$3.4 million).



To: West Fargo City Commission

From: Lisa Sankey, Planner

Date: March 17, 2025

Subject: Annual Review of Neighborhood Revitalization Program

Action: Direct Staff to Continue to Partner with Gate City Bank

Commission President

Bernie Dardis

Primary Portfolio:

Administrative Services

Secondary Portfolio:

Police & Fire

Commission

Vice President

Brad Olson

Primary Portfolio:

Police & Fire

Secondary Portfolio:

Street, Water & Sewer

Commissioner

Roben Anderson

Primary Portfolio:

Community &
Development Services

Secondary Portfolio:

Administrative Services

Commissioner

Rory Jorgensen

Primary Portfolio:

Sanitation

Secondary Portfolio:

Community &
Development Services

Commissioner

Amy Zundel

Primary Portfolio:

Street, Water & Sewer

Secondary Portfolio:

Sanitation

City Administrator

Dustin T. Scott

Summary and Recommendation:

Since the program's inception in 2019, the City of West Fargo has annually partnered with Gate City Bank to administer the West Fargo Neighborhood Revitalization Program, a low-interest loan program for home improvement projects in select areas. Once again, Gate City Bank is setting aside \$2 million for this program in 2025 and will provide program information at the March 17th City Commission meeting.

To be eligible for the program, the home must be located within West Fargo corporate limits, north of Interstate 94, and have an assessed value of less than \$300,000. The program offers low-interest loans with repayment options of 10 or 15 years with an APR as low as 4.49% for loans of \$10,000 to \$100,000 for qualified home improvement projects. Eligible projects include such things as energy improvements, code compliance, foundation/structural improvements, building additions, and general property upgrades (not including appliances and the like). Additional program details are attached and can be found on the City's program website at: <https://www.westfargond.gov/894/Neighborhood-Revitalization-Program>

Recommended Action:

It is recommended that the City Commission reapprove the program for 2025 by directing staff to continue to partner with Gate City Bank to promote and administer the program

Policy Analysis:

This program focuses on reinvesting in West Fargo's older neighborhoods, a key goal of the West Fargo 2.0 Comprehensive Plan. In 2024, the program assisted 8 projects within West Fargo, totaling \$250,677 in improvements to residential properties.

Financial Analysis:

Aside from staff time spent reviewing applications and doing construction-related inspections there are no financial costs to the City of West Fargo. The program seeks to help maintain a strong housing stock and associated tax base within the City.

Attachment

Apply by
October 31!

Better **Together.**

**Low rates for repairs
and improvements**

**\$10,000 - \$100,000 for
qualified projects***

**Flexible terms to
fit your budget**

At Gate City Bank, we're proud to partner with local communities to offer low-interest loans to homeowners – helping preserve the beauty of older homes across ND and MN.

Visit **GateCity.Bank/CityPrograms** to see if you qualify!



701-293-2400 • 800-423-3344

45 locations in 23 communities across
North Dakota and central Minnesota

*Terms, conditions and program limitations apply. Contact your local city, or visit GateCity.Bank/CityPrograms for details.

Member FDIC 



To: West Fargo City Commission
From: Aaron Nelson, Planning Director
Date: March 17, 2025

Subject: MATBUS Transit Development Plan Project Update

Action: Informational item, no action requested

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:

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Sanitation

Secondary Portfolio:

Community &
Development Services

Commissioner

Amy Zundel

Primary Portfolio:

Street, Water & Sewer

Secondary Portfolio:

Sanitation

City Administrator

Dustin T. Scott

Summary and Recommendation:

MATBUS and the FM Metropolitan Council of Governments (Metro COG) are currently in the process of updating the MATBUS Transit Development Plan (TDP) through their project consultant, Bolton & Menk. The TDP is a federally-required transit plan that will guide transit services over the next five years. The planning process involves analysis of existing conditions and challenges, ridership data, costs and funding sources, public and stakeholder input, and other relevant inputs in order to develop policy and transit service recommendations.

Based on analysis of these inputs to-date, the project team has developed two conceptual service scenarios for how MATBUS fixed route service could be provided in the future. At this time, the project team is soliciting additional public and stakeholder input on these two concepts.

To this end, Blue Weber, a representative of the project consultant team will attend the March 17, 2025 City Commission meeting to provide Commissioners with a project update and information on how members of the community can provide input into the study.

This is an informational item and no action is requested.

Policy Analysis:

While transit is not a focal topic of the West Fargo 2.0 Comprehensive Plan, the plan does a recommendation to enhance transit access to Fargo, due to the existing commuting patterns between the two cities.

The City of West Fargo contracts with the City of Fargo/MATBUS for transit services via an annual mass transit agreement. While the Transit Development Plan will provide a set of recommendations for updates to transit routes, ultimately it is up to the City (through its

contract with Fargo/MATBUS) to decide whether or not to modify existing routes.

Financial Analysis:

Total transit costs are based on ridership numbers and the level of transit service that operates within the City of West Fargo. As such, any changes to transit service within the City of West Fargo will impact transit costs for the City. While costs are based on actual ridership numbers, costs for 2025 are estimated to be \$387,786.90 based on anticipated ridership levels in West Fargo throughout the 2025 calendar year.

Process/Timeline:

The Transit Development Plan update process is taking place in three phases with a timeline as follows:

- Phase 1: Initial Engagement & Communication
 - August 2024 – November 2024
 - Data analysis and identification of key issues and transit barriers
- Phase 2: Service Alternatives
 - December 2024 – April 2025
 - Development of service alternatives and solicitation of feedback
- Phase 3: Implementation Strategies
 - April 2025 – August 2025
 - Finalization and presentation of implementation strategies and plan recommendations

Additional information about the project and public input survey can be found at the project website:

<https://www.fmmetrocog.org/projects-rfps/2026-2030-transit-development-plan>.

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Lisa Sankey
2. PHONE NUMBER: 515-5370 DATE: March 12, 2025
3. AGENDA TITLE:
Board of Adjustments – A25-2 Maple Ridge at the Preserve 4th Addition, Variance to
Reduce Required Minimum Building Control Line of the CO-SR: Sheyenne River Corridor
Overlay District
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
Approve Variance to Reduce Required Minium Building Control Line of the CO-SR:
Sheyenne River Corridor Overlay District. At their February 11, 2025 meeting, the West
Fargo Planning and Zoning Commission voted to recommend approval of the proposed
variance on the basis it is consistent with City plans and ordinances. This item was tabled
at the February 24, 2025 City Commission meeting until a letter was received from SE
Cass Water Resource District regarding West Fargo River Setbacks.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
3110 Sheyenne River Way (Lot 9, Block 1 Maple Ridge at the Preserve 4th Addition), City
of West Fargo, North Dakota
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
It is recommended that Board of Adjustment convene during the regularly scheduled City
Commission meeting to consider and approve the variance on the basis of findings listed
in the staff report.

STAFF REPORT

A25-2 Request for Variance	
Maple Ridge at the Preserve 4 th Addition	
3110 Sheyenne River Way (Lot 9, Block 1 Maple Ridge at the Preserve 4th Addition)	
Owner/Applicant: Marc & Annie Knutson	Staff Contact: Lisa Sankey
Planning & Zoning Commission Public Hearing:	02-11-2025 – Approved
Board of Adjustment:	02-24-2025 – Tabled/03-17-2025 -

PURPOSE:

Reduction of the building control line of the CO-SR (Sheyenne River Corridor Overlay) zoning district standards for construction of swimming pool.

STATEMENTS OF FACT:

Land Use Classification:	G-4A Core Retrofit Growth Sector
Existing Land Use:	Single Family Dwelling
Current Zoning District:	PUD: Planned Unit Development
Zoning Overlay District(s):	CO-SR: Sheyenne River Corridor Overlay
Proposed Lot size(s) or range:	34,500 square feet (.79 acres)
Adjacent Zoning Districts:	North, South, and West – PUD: Planned Unit Development; East – R-1A: Single Family Dwellings
Adjacent street(s):	Sheyenne River Way (Local); 32 nd Ave E (Arterial)
Adjacent Bike/Pedestrian Facilities:	Multi-Use Path along 32 nd Ave E
Available Parks/Trail Facilities:	Maple Ridge Park within ½ mile.

DISCUSSION AND OBSERVATIONS:

- The applicant is proposing to construct an inground swimming pool on the west side of their lot.
- A preliminary site plan was submitted with the application showing the location of the structure.
- The applicant is requesting a variance for a reduction of the building control line of the CO-SR: Sheyenne River Corridor Overlay.
- The property is located within the CO-SR (Sheyenne River Corridor Overlay) zoning district, which establishes a building control line that restricts structures, parking lots, fill and other development that may cause increased riverbank destabilization within 100 feet of the “established riverbank as determined by the City Engineer.”
- The applicant proposes encroaching into the 100-foot building control line area along the west side, approximately 60 feet from the established riverbank along the north edge of the pool deck and about 75-80 feet at the south end of the pool. The existing home lies entirely outside the current building control line; however, the proposed swimming pool is within the existing control line
- As provided for in Section 4-431-C.3 of the zoning regulations, the City Commission may reduce the required building control line where it can be demonstrated through a soils analysis that soils are stable within the building control area. Requests for reduction of the building control area are handled via the variance approval process.

STAFF REPORT

- In accordance with the provisions of §4-431-C.3, the applicant has employed a geotechnical firm to provide a soils analysis in respect to the proposed structure. The soils analysis concludes that the swimming pool will not be impacted by soil instability caused by the riverbank.
- SE Cass Water Resource District had some concerns over the following verbiage from the report:
 - Section 1.0 states, "...our scope does not include performing an assessment of slow moving creep-type stability failure" and Section 7.0 states, "As such, future reoccurring maintenance may be necessary to reduce the risk of potential for "stepped" sloughing back towards the property over time."
 - This geotechnical report did not look at geomorphology to determine or assess the likelihood of bank erosion and shallow failures putting the pool at risk.
- The soils analysis has been reviewed by the City Engineer, who has no concerns regarding soil stability based on the findings of the soil analysis. The Engineering Department had commented that the analysis of the existing long term, normal or low pool scenarios of the immediate bank appeared to have factors of safety of less than 1, indicating stability at this location is poor. The phenomenon of slow moving creep-type stability failure is not uncommon along the Sheyenne River in West Fargo. How this may affect the proposed structure over time and propagate into more pronounced failures that could put the integrity of the pool at risk is difficult to estimate.
- The engineering department indicated that the ordinance states multiple conditions should be met as follows. This depends on some interpretation:
 - "Where it can be demonstrated through a soil analysis that soils are stable within the building control area" – the analysis demonstrates that soils are stable outside of the area of the immediate bank.
 - "demonstrate that the soils can accommodate the type of structure, parking lot, or other use without sustaining future damage" – the analysis demonstrates that bank failures of a shear plane type that would jeopardize the proposed structure exceed traditional factors of safety.
- The City Engineer has no concerns regarding soil stability based on the findings of the soil analysis. A copy of the analysis is attached for reference.

NOTICES:

Sent to: Property Owners within 150' and Applicable agencies and departments

- SE Cass Water Resource District provided comments regarding the report, which are discussed above and have been reviewed by City Engineering staff.

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

- The variance is not consistent with the City's standard building control line of 100 feet from the riverbank; however, City ordinance does allow a reduction of the building control area of up to 50 feet upon demonstration that soils are sufficiently stable. The proposal is otherwise consistent with the city's comprehensive plan and other applicable city plans.

PLANNING AND ZONING COMMISSION ACTION

At their February 11, 2025 meeting, the West Fargo Planning and Zoning Commission voted to approve the variance subject to the following condition:

STAFF REPORT

1. The owner sign a waiver & release of liability document acknowledging the variance and waiving the City's liability

Update:

After the public hearing, the Planning Chair noted that pool equipment was shown on the site plan closer than 50 feet from the established riverbank, which is not allowed under the CO-SR District regulations. The applicant indicated that the pool equipment will be moved behind or inside the proposed pool house.

Update – Board of Adjustments

At the February 24, 2025 meeting, the City Commission, acting as the Board of Adjustments, tabled action on the variance request until a letter was received from SE Cass Water Resource District regarding West Fargo Sheyenne River Setbacks. The letter is attached and encourages the City of West Fargo to consider updating the ordinance limiting variances on future applications except in cases of hardship as determined by the City. The letter has been reviewed by the City Engineer. Staff finds that the application meets the requirements of the current ordinance and recommendations for approval have not changed.

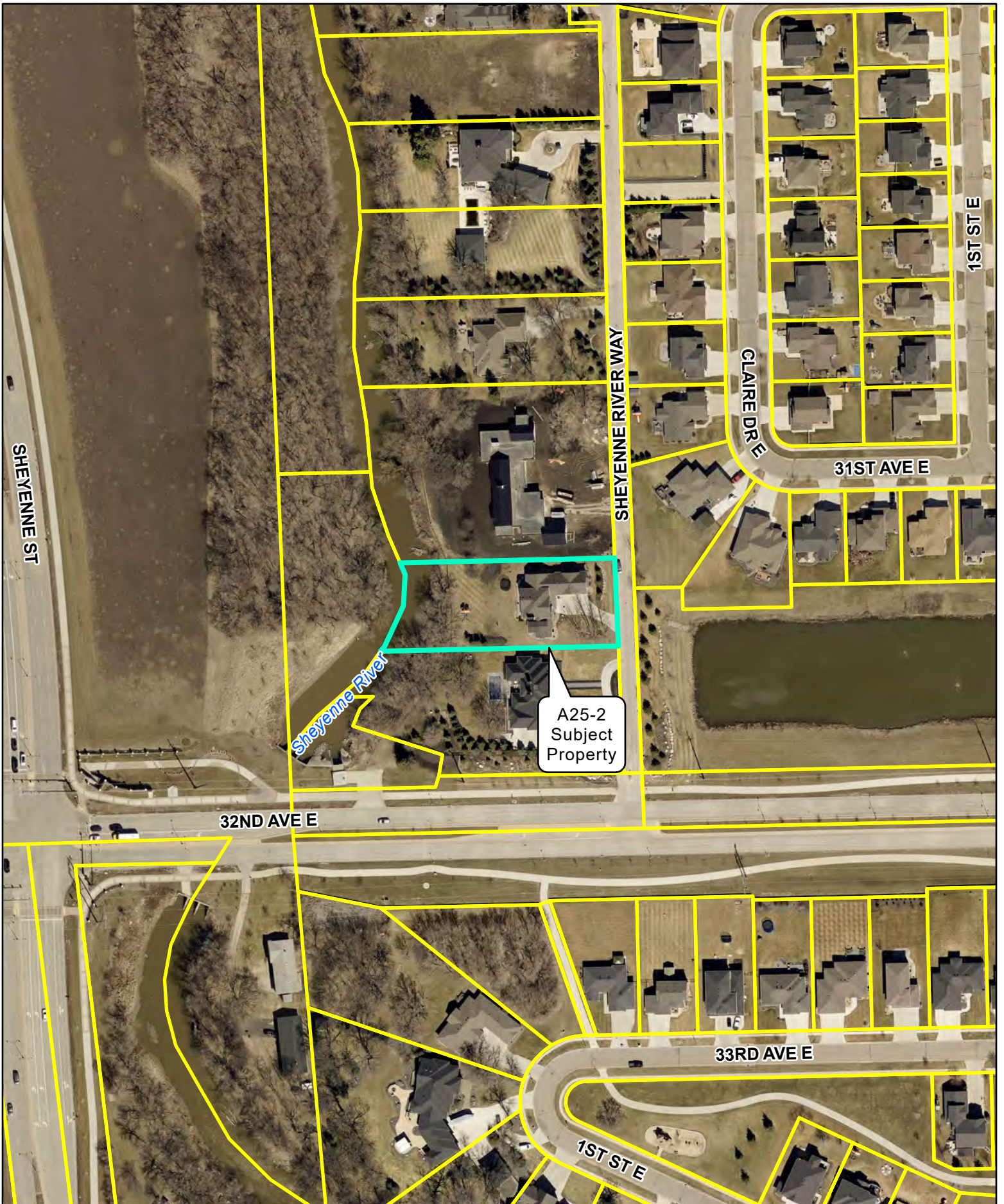
RECOMMENDATIONS:

It is recommended that the City approve the reduction of the building control line by up to 40 feet, as described in the American Engineering Testing report of Geotechnical Exploration and Stability Assessment, dated January 2, 2025, with the condition that the owner sign a waiver & release of liability document acknowledging the variance and waiving the City's liability, on the basis of the following findings:

1. §4-431-C.3 states that where it can be demonstrated through a soils analysis that soils are stable within the building control area, the City Commission may consider reduction of the required minimum setback by variance.
2. In accordance with §4-431-C.3, the applicant has provided a soils analysis which demonstrates the soils are sufficiently stable to support the inground pool that encroaches into the required 100' building control area, which has been reviewed and found to be satisfactory by the City Engineer.
3. The reasons set forth in the application justify the approval of the reduction of the building control line, and it is the minimum variance necessary to accommodate the proposed structure.

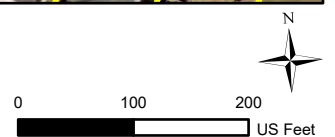
Attachments

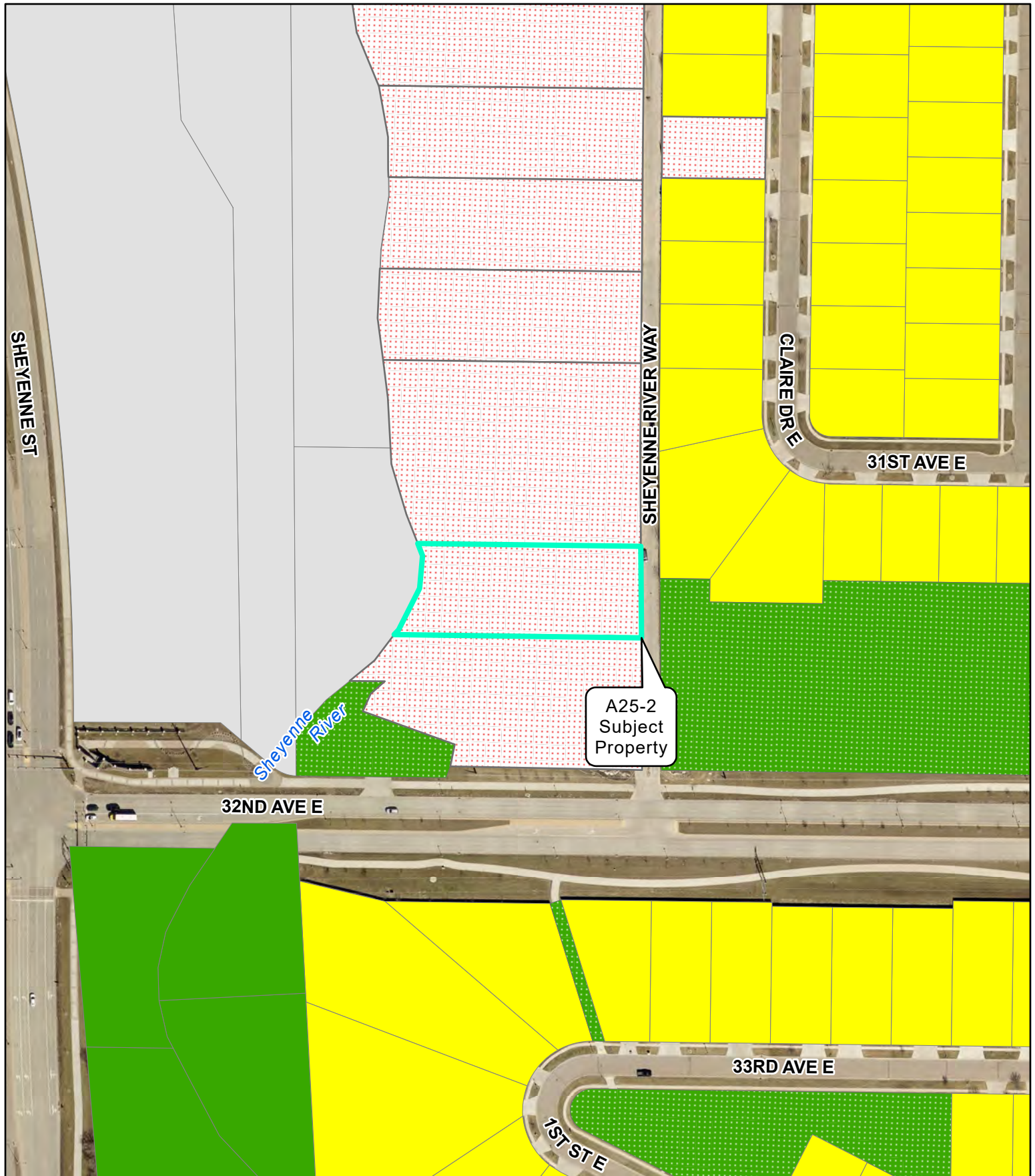
1. Aerial map
2. Zoning map
3. Geotechnical Opinion
4. Landscaping/Site Plan
5. Waiver and Release of Liability Agreement
6. SE Cass Water Resource District Letter



Features

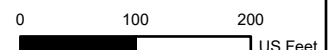
Agenda Zone Lots





West Fargo Zoning

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





REPORT OF GEOTECHNICAL EXPLORATION AND STABILITY ASSESSMENT

Marc Knutson Pool
West Fargo, North Dakota

AET Project No.
P-0036952

Date:
January 2, 2025

Prepared for:
Marc Knutson

Geotechnical • Materials
Forensic • Environmental
Building Technology
Petrography/Chemistry

American Engineering Testing

3095 42nd Street North

Fargo, ND 58102

TeamAET.com • 701.232.1822

Page 128 of 251



January 2, 2025

Marc Knutson
3110 Sheyenne River Way
West Fargo, ND 58078

RE: Marc Knutson Pool - Stability Assessment
West Fargo, North Dakota
AET Report No. P-0036952

Mr. Knutson:

American Engineering Testing, Inc. (AET) is pleased to present the results of our subsurface exploration program and stability assessments for the proposed swimming pool project at your 3110 Sheyenne River Way residence West Fargo, North Dakota. These services were performed according to our proposal to you dated September 5, 2024.

Please contact us at (701) 232-1822 if you have any questions about the report. We can also be contacted for arranging construction observation and testing services during the earthwork phase.

Sincerely,
American Engineering Testing, Inc.

A handwritten signature in black ink, appearing to read 'Josh Holmes', is positioned above the printed name.

Josh Holmes, PE
Senior Engineer
jholmes@teamaet.com

Jon C Howell, MS PE
Principal Engineer
jhowell@teamAET.com

SIGNATURE PAGE

Prepared for:

Marc Knutson
3110 Sheyenne River Way
West Fargo, ND 58078

Attn: Mr. Marc Knutson

Prepared by:

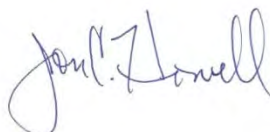
American Engineering Testing, Inc.
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1.0 INTRODUCTION

The following stated information in this report represents our understanding of the proposed construction. This information is an integral part of our engineering review. It is important that you contact us if there are changes from that described so that we can evaluate whether modifications to our recommendations are appropriate.

We understand the proposed project will include construction of a new swimming pool on the west side of the existing residence located at 3110 Sheyenne River Way in West Fargo, North Dakota. To assist planning and design, you have authorized American Engineering Testing, Inc. (AET) to conduct a subsurface exploration program at the site, conduct soil laboratory testing, and perform stability assessments of the existing Sheyenne River embankment and proposed swimming pool. Our scope is to perform limit equilibrium stability analysis of the proposed slope configuration, our scope does not include performing an assessment of slow-moving creep-type stability failure.

2.0 SCOPE OF SERVICES

AET's services were performed according to our proposal to you dated September 5, 2024, which you authorized on September 23, 2024. The authorized scope consists of the following.

- Two (2) standard penetration test (SPT) borings to a maximum depth of 50 feet
- Soil laboratory testing
- Geotechnical engineering review based on the data and preparation of this report
- Stability assessments

These services are intended for geotechnical purposes only. The scope is not intended to explore for the presence or extent of environmental contamination in the soil or groundwater.

3.0 PROJECT INFORMATION

Construction of the 36' x 20' swimming pool with surrounding pool deck (56' x 26') is proposed within the Sheyenne River "set back" zone. Preliminary drawings indicate the west edge of the proposed pool deck will be established approximately 38 feet from the west edge of the existing concrete patio for the house. This relates to the west edge of the pool deck being constructed approximately 60 feet from the crest of the Sheyenne River. We assume an 8 foot pool depth with the deck established at approximate elevation 908.0 feet. LiDAR indicates the riverbank crest at approximately 906.0 feet and the toe near 899.0 feet. Additionally, we assumed the base of a Sheyenne River channel at 895.0 feet near the centerline of the river.

4.0 SUBSURFACE EXPLORATION AND TESTING

4.1 Field Exploration Program

The subsurface exploration program conducted for the project consisted of two (2) standard penetration test borings. Number of borings, boring depths, and boring locations were determined by AET and the client. The logs of the borings and details of the methods used appear in Appendix A. The logs contain information concerning soil layering, soil classification, geologic origins, and moisture condition. A density description or consistency is also noted for the natural soils, which is based on the standard penetration resistance (N-value).

The boring locations are shown on Figure 1 in Appendix A. AET located the approximate location of the borings using GPS. Surface elevations were estimated using publicly available LiDAR data from the Red River Basin.

4.2 Laboratory Testing

The laboratory test program included moisture-density, unconfined compressive strength, Atterberg limits, consolidated-undrained triaxial, unconsolidated-undrained triaxial, and direct shear testing of native clay soils. The test results appear in Appendix A on the individual boring logs adjacent to the samples upon which they were performed, or on the data sheets following the logs.

5.0 SITE CONDITIONS

5.1 Surface Observations

The property for the proposed pool is currently grass covered backyard to the existing house. Other than placement of fill associated with construction of the house, we assume this site has not been previously developed and does not include demolition material from prior occupancy or from other off-site locations. Surface drainage appears to flow west towards the Sheyenne River. The elevation change between borings is approximately 1 foot.

5.2 Subsurface Soils/Geology

The overall subsurface soil profile at the borings consists of approximately ½ to 4 feet of topsoil overlying fill and possible fill clay extending approximately 8.5 to 9 feet below grade, underlain by firm to soft Glacial Lake Agassiz (GLA) soils that extend to termination depth of the borings (maximum 50 feet). The GLA soils are comprised of fat clay having variable color, moisture content, and unit weight. Additional comments on the evaluation of recovered soil samples are presented within the report appendices.

5.3 Groundwater

While we did not encounter measurable groundwater during or at completion of drilling operations, select soil samples recovered during our exploration program were moist. The moisture content of lens soils and host clays can vary annually and per recent precipitation events. Such soils and other regional dependent conditions may produce groundwater entry of project excavations. We direct your attention to other report sections and appendices concerning groundwater issues and subsurface drainage.

6.0 STABILITY FINDINGS

The U.S. Army Corps of Engineers (USACE) has completed extensive geotechnical exploration of regional soils for construction of the existing Sheyenne River Diversion and of the proposed Fargo Flood Diversion. We have referred to a database of soil strength parameters from publicly-available USACE reports and used them in conjunction with our recent site borings and laboratory tests in our assignment of shear strength parameters of soil strata for creation of stability models at your parcel.

Our work relative to this report is based on limited site exploration and laboratory testing of recovered soil samples. We augmented such information with public domain LiDAR survey of the Red River of the North drainage.

As a basis for our stability review, we performed analyses on both the existing and proposed geometry for cross-sections extending perpendicular from Sheyenne River for proposed swimming pool. We developed an assumed model of the slope geometry and various soil strata, using a two dimensional “limit equilibrium” software evaluation of proposed construction [SLOPE/W® 2021 as developed by GEOSLOPE].

We evaluated both short-term conditions using unconsolidated, undrained (UU) shear strength parameters, as well as long-term conditions using consolidated, drained (CD) shear strength parameters under “permanent pool” and “low pool” conditions. Analysis stability models were created using Sheyenne River water surface elevations of 903 feet and 896.5 feet to evaluate “normal pool” and “low pool” conditions, respectively. The “low pool” water elevation of the river was variable depending on weather patterns but was assumed to be approximately 1.5 feet higher than bottom of river. This condition was evaluated as a “rapid drawdown” condition resulting from drought or post flood conditions. Please note that we assumed a relatively shallow channel depth for the below water section of the Sheyenne River that is not provided on the LiDAR survey.

This method is generally consistent with USACE stability analysis protocol. Table 1 presents AET's findings relative to overall site stability analysis of the existing embankment profile and upon completion of proposed building construction. Graphically, SLOPE/W defines the critical location of theoretical shear failure and associated factor of safety at each section presented within the appendices.

Table 1: Summary of Embankment Stability Analysis Factors of Safety ¹

<i>Section</i>	<i>Existing Figures 2A-F</i>	<i>Proposed Pool Figures 3A-F</i>	<i>USACE Acceptance Criteria ¹</i>
Sheyenne River Embankment			
Short Term (UU, Normal Pool)	3.6	3.6	Min. 1.30
Short Term (UU, Low Pool)	2.5	2.5	Min. 1.30
Long Term (CD, Normal Pool)	0.8	0.7	Min. 1.40
Long Term (CD, Low Pool)	0.8	0.7	Min. 1.40
Long Term (CD, Normal Pool)- [Excluded]	1.4*	1.4*	Min. 1.40
Long Term (CD, Low Pool) - [Excluded]	1.4*	1.4 *	Min. 1.40

1. Required factor of safety for deep-seated global stability. Table 6-1b, U.S. Army Corps Engineering Manual "Design and Construction of Levees" [EM 1110-2-1913, 30 April 2000], pg. 6-5.

* - Appended Figures 2E-F and 3E-F indicate probably failure plain for a 1.4 factor of safety occurs away from the proposed pool location and is not changed due to construction of the pool.

6.1 EXISTING SHEYENNE RIVER EMBANKMENT

6.1.1 SHORT-TERM ANALYSIS (UU SOIL STRENGTH)

Our findings of the existing embankment indicate theoretical factors of safety with respect to stability that exceeds the minimum value of 1.3 as recommended by the USACE [reference appended Figures 2A and 2B].

6.1.2 LONG-TERM ANALYSIS (CD SOIL STRENGTH)

Our findings of the long-term stability of the existing river embankment slope geometry indicate theoretical factors of safety with respect to stability under “normal pool” and “low pool” conditions that is less than the minimum value of 1.4 as recommended by the USACE [reference appended Figures 2C-D]. Figures indicate the lateral extent of theoretical soil shear interface predicted by the CD analyses. Such figures indicate a factor of safety that is less than 1.0 with a most probable shear surfaces occurring near or below the crest of the river embankment. Such surfaces are generally limited to a depth equal to or less than 5 to 10 feet below ground surface with soil movement downward and towards the center of the river.

Long term failure of Glacial Lake Agassiz (GLA) formation soils generally fail as a progressive “stair stepped” profile. Local sloughing of steep embankments begin with removal of soils from which further removal of soil becomes necessary to maintain drainage. This soil removal, in turn, further unloads the underlying soil stratum from which reduced shear resistance and further inward movement of embankment / formation of secondary shear surfaces occurs. Such erosive process generally continues until the ground profile approaches equilibrium profile.

We have applied an “exclusion zone” to the stability model to restrict failure near the crest of the embankment to better represent the factor of safety after the “stair stepped” failures have occurred. Such analysis can be used to model the probable shear surface with a 1.4 factor of safety [reference appended Figures 2E-F].

6.2 PROPOSED SWIMMING POOL

6.2.1 SHORT-TERM ANALYSIS (UU SOIL STRENGTH)

Our findings of the proposed slope geometry, as previously detailed, indicate a theoretical factor of safety with respect to stability which greatly exceeds the minimum value of 1.3 as recommended by the USACE [reference appended Figures 3A and 3B for respective depth and lateral extent of soil shear interface predicted by the UU analysis].

6.2.2 LONG-TERM ANALYSIS (CD SOIL STRENGTH)

Similar to the existing conditions, our findings of the long-term stability of the river embankment geometry post pool construction indicate theoretical factors of safety with respect to stability under “normal pool” and “low pool” conditions that is less than the minimum value of 1.4 as recommended by the USACE [reference appended Figures 3C-D]. Figures indicate the lateral extent of theoretical soil shear interface predicted by the CD analyses. As previously mentioned, such figures indicate a factor of safety that is less than 1.0 with a most probable shear surfaces occurring near or below the crest of the river embankment. Such surfaces are generally limited to a depth equal to or less than 5 to 10 feet below ground surface with soil movement downward and towards the center of the river.

Similar to the existing conditions, we have applied an “exclusion zone” to the stability model to restrict failure near the crest of the embankment to better represent the factor of safety after the “stair stepped” failures have occurred. The “low pool” analysis indicates a probable shear surface approximately 20 feet from the pool deck with a 1.4 factor of safety [reference appended [Figures 2E-F]. The “normal pool” analysis indicates a probable shear surface approximately 40 feet from the pool deck with a 1.4 factor of safety.

7.0 STABILITY REVIEW

It is our opinion that pool construction, as proposed, will have a minimal impact on the stability of the existing embankment. Models indicate the proposed failure surfaces post construction will occur in similar location as the existing condition. Likewise, the proposed construction has minimal reduction in factor of safety. This applies to the shallow slough failure near the crest of the embankment in addition to the “excluded” failure.

The analysis model indicates failure near the embankment crest. We utilized conservative soil strengths that may underpredict the safety factor of the existing embankment. However, the presence of past scarping near the toe of the river embankment indicates a factor of safety less than 1.0 may be accurate. As such, future reoccurring maintenance may be necessary to reduce the risk of potential for “stepped” sloughing back towards the property over time.

8.0 TEST STANDARDS

When we refer to an ASTM Standard in this report, we mean that our services were performed in general accordance with that standard. Compliance with any other standards referenced within the specified standard is neither inferred nor implied.

9.0 LIMITATIONS

Within the limitations of scope, budget, and schedule, we have endeavored to provide our services according to generally accepted geotechnical engineering practices at this time and location. Other than this, no warranty, express or implied, is intended.

Important information regarding risk management and proper use of this report is given in Appendix B entitled “Geotechnical Report Limitations and Guidelines for Use.”

Appendix A

Geotechnical Field Exploration and Testing
Boring Log Notes
Unified Soil Classification System
Figure 1 – Boring Locations
Subsurface Boring Logs
Laboratory Test Results
Stability Analysis Results:
Figures 2 A-F – Existing Sheyenne River Embankment
Figures 3 A-F – Post Construction of Swimming Pool

Appendix A
Geotechnical Field Exploration and Testing
Report No. P-0036952

A.1 FIELD EXPLORATION

The subsurface conditions at the site were explored by drilling and sampling eight (8) standard penetration test borings. The locations of the borings appear on Figure 1, preceding the Subsurface Boring Logs in this appendix.

A.2 SAMPLING METHODS

A.2.1 Split-Spoon Samples (SS) - Calibrated to N₆₀ Values

Standard penetration (split-spoon) samples were collected in general accordance with ASTM: D1586 with one primary modification. The ASTM test method consists of driving a 2-inch O.D. split-barrel sampler into the in-situ soil with a 140-pound hammer dropped from a height of 30 inches. The sampler is driven a total of 18 inches into the soil. After an initial set of 6 inches, the number of hammer blows to drive the sampler the final 12 inches is known as the standard penetration resistance or N-value. Our method uses a modified hammer weight, which is determined by measuring the system energy using a Pile Driving Analyzer (PDA) and an instrumented rod.

In the past, standard penetration N-value tests were performed using a rope and cathead for the lift and drop system. The energy transferred to the split-spoon sampler was typically limited to about 60% of its potential energy due to the friction inherent in this system. This converted energy then provides what is known as an N₆₀ blow count.

Most drill rigs today incorporate an automatic hammer lift and drop system, which has higher energy efficiency and subsequently results in lower N-values than the traditional N₆₀ values. We use a Pile Driving Analyzer (PDA) and an instrumented rod to measure the actual energy generated by the automatic hammer system. The drill rig (AET rig number 103) we used for this project has a measured energy transfer ratio of 65%. The N-values reported on the boring logs and the corresponding relative densities and consistencies are from the field blow counts and have not been adjusted to N₆₀ values.

A.2.2 Disturbed Samples (DS)/Spin-up Samples (SU)

Sample types described as “DS” or “SU” on the boring logs are disturbed samples, which are taken from the flights of the auger. Because the auger disturbs the samples, possible soil layering and contact depths should be considered approximate.

A.2.3 Sampling Limitations

Unless actually observed in a sample, contacts between soil layers are estimated based on the spacing of samples and the action of drilling tools. Cobbles, boulders, and other large objects generally cannot be recovered from test borings, and they may be present in the ground even if they are not noted on the boring logs.

Determining the thickness of “topsoil” layers is usually limited, due to variations in topsoil definition, sample recovery, and other factors. Visual-manual description often relies on color for determination, and transitioning changes can account for significant variation in thickness judgment. Accordingly, the topsoil thickness presented on the logs should not be the sole basis for calculating topsoil stripping depths and volumes. If more accurate information is needed relating to thickness and topsoil quality definition, alternate methods of sample retrieval and testing should be employed.

A.3 CLASSIFICATION METHODS

Soil descriptions shown on the boring logs are based on the Unified Soil Classification (USC) system. The USC system is described in ASTM: D2487 and D2488. Where laboratory classification tests (sieve analysis or Atterberg Limits) have been performed, accurate classifications per ASTM: D2487 are possible. Otherwise, soil descriptions shown on the boring logs are visual-manual judgments. Charts are attached which provide information on the USC system, the descriptive terminology, and the symbols used on the boring logs.

The boring logs include descriptions of apparent geology. The geologic depositional origin of each soil layer is interpreted primarily by observation of the soil samples, which can be limited. Observations of the surrounding topography, vegetation, and development can sometimes aid this judgment.

Appendix A
Geotechnical Field Exploration and Testing
Report No. P-0036952

A.4 WATER LEVEL MEASUREMENTS

The groundwater level measurements are shown at the bottom of the boring logs. The following information appears under "Water Level Measurements" on the logs:

- ♦ Date and Time of measurement
- ♦ Sampled Depth: lowest depth of soil sampling at the time of measurement
- ♦ Casing Depth: depth to bottom of casing or hollow-stem auger at time of measurement
- ♦ Cave-in Depth: depth at which measuring tape stops in the borehole
- ♦ Water Level: depth in the borehole where free water is encountered
- ♦ Drilling Fluid Level: same as Water Level, except that the liquid in the borehole is drilling fluid

The true location of the water table at the boring locations may be different than the water levels measured in the boreholes. This is possible because there are several factors that can affect the water level measurements in the borehole. Some of these factors include: permeability of each soil layer in profile, presence of perched water, amount of time between water level readings, presence of drilling fluid, weather conditions, and use of borehole casing.

A.5 LABORATORY TEST METHODS

A.5.1 Water Content Tests

Conducted per AET Procedure 01-LAB-010, which is performed in general accordance with ASTM: D2216 and AASHTO: T265.

A.5.2 Atterberg Limits Tests

Conducted per AET Procedure 01-LAB-030, which is performed in general accordance with ASTM: D4318 and AASHTO: T89, T90.

A.5.3 Sieve Analysis of Soils (thru #200 Sieve)

Conducted per AET Procedure 01-LAB-040, which is performed in general conformance with ASTM: D6913, Method A.

A.5.4 Unconfined Compressive Strength of Cohesive Soil

Conducted per AET Procedure 01-LAB-080, which is performed in general accordance with ASTM: D2166 and AASHTO: T208.

A.6 TEST STANDARD LIMITATIONS

Field and laboratory testing is done in general conformance with the described procedures. Compliance with any other standards referenced within the specified standard is neither inferred nor implied.

A.7 SAMPLE STORAGE

Unless notified to do otherwise, we routinely retain representative samples of the soils recovered from the borings for a period of 30 days.

DRILLING AND SAMPLING SYMBOLS

Symbol	Definition
B,H,N:	Size of flush-joint casing
CA:	Crew Assistant (initials)
CAS:	Pipe casing, number indicates nominal diameter in inches
CC:	Crew Chief (initials)
COT:	Clean-out tube
DC:	Drive casing; number indicates diameter in inches
DM:	Drilling mud or bentonite slurry
DR:	Driller (initials)
DS:	Disturbed sample from auger flights
FA:	Flight auger; number indicates outside diameter in inches
HA:	Hand auger; number indicates outside diameter
HSA:	Hollow stem auger; number indicates inside diameter in inches
LG:	Field logger (initials)
MC:	Column used to describe moisture condition of samples and for the ground water level symbols
N (BPF):	Standard penetration resistance (N-value) in blows per foot (see notes)
NQ:	NQ wireline core barrel
PQ:	PQ wireline core barrel
RD:	Rotary drilling with fluid and roller or drag bit
REC:	In split-spoon (see notes) and thin-walled tube sampling, the recovered length (in inches) of sample. In rock coring, the length of core recovered (expressed as percent of the total core run). Zero indicates no sample recovered.
REV:	Revert drilling fluid
SS:	Standard split-spoon sampler (steel; 1d" is inside diameter; 2" outside diameter); unless indicated otherwise
SU:	Spin-up sample from hollow stem auger
TW:	Thin-walled tube; number indicates inside diameter in inches
WASH:	Sample of material obtained by screening returning rotary drilling fluid or by which has collected inside the borehole after falling through drilling fluid
WH:	Sampler advanced by static weight of drill rod and 140-pound hammer
WR:	Sampler advanced by static weight of drill rod
94mm:	94 millimeter wireline core barrel
▼:	Water level directly measured in boring
▽:	Estimated water level based solely on sample appearance

TEST SYMBOLS

Symbol	Definition
CONS:	One-dimensional consolidation test
DEN:	Dry density, pcf
DST:	Direct shear test
E:	Pressuremeter Modulus, tsf
HYD:	Hydrometer analysis
LL:	Liquid Limit, %
LP:	Pressuremeter Limit Pressure, tsf
OC:	Organic Content, %
PERM:	Coefficient of permeability (K) test; F - Field; L - Laboratory
PL:	Plastic Limit, %
q _p :	Pocket Penetrometer strength, tsf (approximate)
q _c :	Static cone bearing pressure, tsf
q _u :	Unconfined compressive strength, psf
R:	Electrical Resistivity, ohm-cms
RQD:	Rock Quality Designator in percent (aggregate length of core pieces 4" or more in length as a percent of total core run)
SA:	Sieve analysis
TRX:	Triaxial compression test
VSR:	Vane shear strength, remoulded (field), psf
VSU:	Vane shear strength, undisturbed (field), psf
WC:	Water content, as percent of dry weight
%-200:	Percent of material finer than #200 sieve

STANDARD PENETRATION TEST NOTES

The standard penetration test consists of driving the sampler with a 140 pound hammer and counting the number of blows applied in each of three 6" increments of penetration. If the sampler is driven less than 18" (usually in highly resistant material), permitted in ASTM:D1586, the blows for each complete 6" increment and for each partial increment is on the boring log. For partial increments, the number of blows is shown to the nearest 0.1' below the slash.

The length of sample recovered, as shown on the "REC" column, may be greater than the distance indicated in the N column. The disparity is because the N-value is recorded below the initial 6" set (unless partial penetration defined in ASTM:D1586 is encountered) whereas the length of sample recovered is for the entire sampler drive (which may even extend more than 18").

UNIFIED SOIL CLASSIFICATION SYSTEM

ASTM Designations: D 2487, D2488

AMERICAN
ENGINEERING
TESTING, INC.



Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests ^A				Soil Classification			
				Group Symbol	Group Name ^B		
Coarse-Grained Soils More than 50% retained on No. 200 sieve	Gravels More than 50% coarse fraction retained on No. 4 sieve	Clean Gravels Less than 5% fines ^C	Cu≥4 and 1≤Cc≤3 ^E	GW	Well graded gravel ^F		
			Cu<4 and/or 1>Cc>3 ^E	GP	Poorly graded gravel ^F		
		Gravels with Fines more than 12% fines ^C	Fines classify as ML or MH	GM	Silty gravel ^{F,G,H}		
			Fines classify as CL or CH	GC	Clayey gravel ^{F,G,H}		
	Sands 50% or more of coarse fraction passes No. 4 sieve	Clean Sands Less than 5% fines ^D	Cu≥6 and 1≤Cc≤3 ^E	SW	Well-graded sand ^I		
			Cu<6 and/or 1>Cc>3 ^E	SP	Poorly-graded sand ^I		
Fine-Grained Soils 50% or more passes the No. 200 sieve (see Plasticity Chart below)	Sils and Clays Liquid limit less than 50	inorganic	PI>7 and plots on or above “A” line ^J	CL	Lean clay ^{K,L,M}		
			PI<4 or plots below “A” line ^J	ML	Silt ^{K,L,M}		
		organic	Liquid limit–oven dried <0.75 Liquid limit – not dried	OL	Organic clay ^{K,L,M,N} Organic silt ^{K,L,M,O}		
	Sils and Clays Liquid limit 50 or more	inorganic	PI plots on or above “A” line	CH	Fat clay ^{K,L,M}		
			PI plots below “A” line	MH	Elastic silt ^{K,L,M}		
		organic	Liquid limit–oven dried <0.75 Liquid limit – not dried	OH	Organic clay ^{K,L,M,P} Organic silt ^{K,L,M,Q}		
			Highly organic soil		Primarily organic matter, dark in color, and organic in odor	PT	Peat ^R

^ABased on the material passing the 3-in (75-mm) sieve.

^BIf field sample contained cobbles or boulders, or both, add “with cobbles or boulders, or both” to group name.

^CGravels with 5 to 12% fines require dual symbols:
GW-GM well-graded gravel with silt
GW-GC well-graded gravel with clay
GP-GM poorly graded gravel with silt
GP-GC poorly graded gravel with clay

^DSands with 5 to 12% fines require dual symbols:
SW-SM well-graded sand with silt
SW-SC well-graded sand with clay
SP-SM poorly graded sand with silt
SP-SC poorly graded sand with clay

^E $Cu = D_{60} / D_{10}$, $Cc = \frac{(D_{30})^2}{D_{10} \times D_{60}}$

^FIf soil contains ≥15% sand, add “with sand” to group name.

^GIf fines classify as CL-ML, use dual symbol GC-GM, or SC-SM.

^HIf fines are organic, add “with organic fines” to group name.

^IIf soil contains ≥15% gravel, add “with gravel” to group name.

^JIf Atterberg limits plot is hatched area, soil is a CL-ML silty clay.

^KIf soil contains 15 to 29% plus No. 200 add “with sand” or “with gravel”, whichever is predominant.

^LIf soil contains ≥30% plus No. 200, predominantly sand, add “sandy” to group name.

^MIf soil contains ≥30% plus No. 200, predominantly gravel, add “gravelly” to group name.

^NPI≥4 and plots on or above “A” line.

^OPI<4 or plots below “A” line.

^PPI plots on or above “A” line.

^QPI plots below “A” line.

^RFiber Content description shown below.

SIEVE ANALYSIS

Percent Passing vs. Particle Size in Millimeters

$C_u = \frac{D_{60}}{D_{10}} = \frac{15}{0.075} = 200$ $C_c = \frac{(D_{30})^2}{D_{10} \times D_{60}} = \frac{2.5^2}{0.075 \times 15} = 5.6$

PLASTICITY CHART

For classification of fine-grained soils and fine-grained fraction of coarse-grained soils:

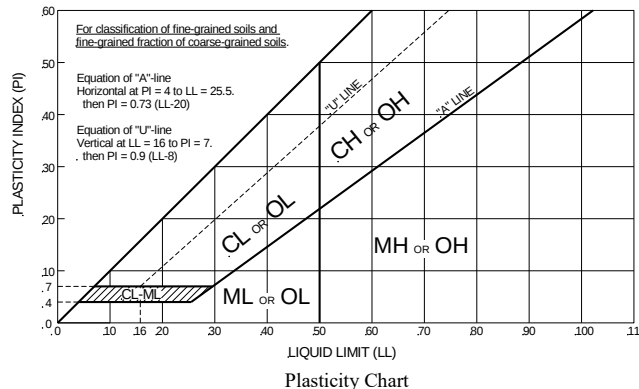
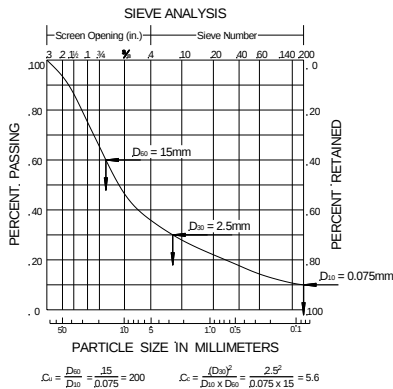
Equation of “A”-line
Horizontal at PI = 4 to LL = 25.5, then PI = 0.73 (LL-20)

Equation of “U”-line
Vertical at LL = 16 to PI = 7, then PI = 0.9 (LL-8)

Plasticity Chart

Notes

- ^ABased on the material passing the 3-in (75-mm) sieve.
- ^BIf field sample contained cobbles or boulders, or both, add "with cobbles or boulders, or both" to group name.
- ^CGravels with 5 to 12% fines require dual symbols:
GW-GM well-graded gravel with silt
GW-GC well-graded gravel with clay
GP-GM poorly graded gravel with silt
GP-GC poorly graded gravel with clay
- ^DSands with 5 to 12% fines require dual symbols:
SW-SM well-graded sand with silt
SW-SC well-graded sand with clay
SP-SM poorly graded sand with silt
SP-SC poorly graded sand with clay
- ^E $Cu = D_{60} / D_{10}$, $Cc = \frac{(D_{30})^2}{D_{10} \times D_{60}}$
- ^FIf soil contains $\geq 15\%$ sand, add "with sand" to group name.
- ^GIf fines classify as CL-ML, use dual symbol GC-GM, or SC-SM.
- ^HIf fines are organic, add "with organic fines" to group name.
- ^IIf soil contains $\geq 15\%$ gravel, add "with gravel" to group name.
- ^JIf Atterberg limits plot is hatched area, soil is a CL-ML silty clay.
- ^KIf soil contains 15 to 29% plus No. 200 add "with sand" or "with gravel", whichever is predominant.
- ^LIf soil contains $\geq 30\%$ plus No. 200, predominantly sand, add "sandy" to group name.
- ^MIf soil contains $\geq 30\%$ plus No. 200, predominantly gravel, add "gravelly" to group name.
- ^NPI ≥ 4 and plots on or above "A" line.
- ^OPI < 4 or plots below "A" line.
- ^PPI plots on or above "A" line.
- ^QPI plots below "A" line.
- ^RFiber Content description shown below.



ADDITIONAL TERMINOLOGY NOTES USED BY AET FOR SOIL IDENTIFICATION AND DESCRIPTION							
Grain Size		Gravel Percentages		Consistency of Plastic Soils		Relative Density of Non-Plastic Soils	
Term	Particle Size	Term	Percent	Term	N-Value, BPF	Term	N-Value, BPF
Boulders	Over 12"	A Little Gravel	3% - 14%	Very Soft	less than 2	Very Loose	0 - 4
Cobbles	3" to 12"	With Gravel	15% - 29%	Soft	2 - 4	Loose	5 - 10
Gravel	#4 sieve to 3"	Gravelly	30% - 50%	Firm	5 - 8	Medium Dense	11 - 30
Sand	#200 to #4 sieve			Stiff	9 - 15	Dense	31 - 50
Fines (silt & clay)	Pass #200 sieve			Very Stiff	16 - 30	Very Dense	Greater than 50
				Hard	Greater than 30		
Moisture/Frost Condition		Layering Notes		Peat Description		Organic Description (if no lab tests)	
(MC Column)							
D (Dry):	Absence of moisture, dusty, dry to touch.	Laminations:	Layers less than 1/2" thick of differing material or color.	Fiber Content (Visual Estimate)		Soils are described as <i>organic</i> , if soil is not peat and is judged to have sufficient organic fines content to influence the Liquid Limit properties. <i>Slightly organic</i> used for borderline cases.	
M (Moist):	Damp, although free water not visible. Soil may still have a high water content (over "optimum").					Root Inclusions	
W (Wet/ Waterbearing):	Free water visible, intended to describe non-plastic soils. Waterbearing usually relates to sands and sand with silt.	Lenses:	Pockets or layers greater than 1/2" thick of differing material or color.	Fibric Peat: Greater than 67%		With roots: Judged to have sufficient quantity of roots to influence the soil properties.	
F (Frozen):	Soil frozen			Hemic Peat: 33 - 67%		Trace roots: Small roots present, but not judged to be in sufficient quantity to significantly affect soil properties.	
				Sapric Peat: Less than 33%			

Marc Knutson Pool

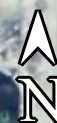
Project #P-0036952
West Fargo, North Dakota

Legend

- Soil Boring
- Temporary Benchmark



Google Earth



Shenandoah River Way



SUBSURFACE BORING LOG

AET JOB NO: **P-0036952** LOG OF BORING NO. **B-01 (p. 1 of 1)**

PROJECT: **Marc Knutson Pool; West Fargo, North Dakota**

SURFACE ELEVATION: **906.8** LATITUDE: **46.83434** LONGITUDE: **-96.90331**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							qp	WC	DEN	%-#200	qu
1	ORGANIC CLAY, black (OH) Topsoil	TOPSOIL		M	AS						
2											
3			11	M	SS	12					
4	FAT CLAY, with wood, black to brown (CH)	FILL									
5	Fill		7	M	SS	8					
6											
7											
8				M	TW						
9	FAT CLAY, brown to gray, firm to soft (CH)	FINE ALLUVIUM									
10			7	M	SS	12	1.7	30	102		
11											
12											
13			7	M	SS	18	1.8	33	92		
14											
15											
16			11	M	SS	18	3.5	29	97		
17											
18				M	TW			53	72		
19											
20			8	M	SS	18	1.5				
21											
22											
23											
24											
25	FAT CLAY, dark gray, firm (CH)		5	M	SS	18	1.3	48	76		
26											
27											
28											
29											
30			5	M	SS	18	1.1	55	72		
31	END OF BORING - 31'										

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-29½'	3.25" HSA	9/27/24	--	31.0	29.5	--	--	None	
BORING COMPLETED: 9/27/24									
DR: BH LG: MJ Rig: 103									

AET CORP W-LAT-LONG MARC KNUTSON POOL - P-0036952.GPJ AET-CPT+WELL.GDT 10/21/24



SUBSURFACE BORING LOG

AET JOB NO: P-0036952		LOG OF BORING NO. B-02 (p. 1 of 2)									
PROJECT: Marc Knutson Pool; West Fargo, North Dakota											
SURFACE ELEVATION: 905.6		LATITUDE: 46.83441		LONGITUDE: -96.90350							
DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							qp	WC	DEN	%-#200	qu
1	ORGANIC CLAY, black (OH) Topsoil	TOPSOIL FILL		M	AS						
2	FAT CLAY, trace organics, dark brown to black, firm (CH) Fill										
3			6	M	SS	9		35			
4											
5			5	M	SS	6		28	95		
6	FAT CLAY, dark brown, firm to soft (CH)										
7	Possible Fill										
8			2	M	SS	3		34			
9											
10	FAT CLAY, dark brown, moist, soft, lenses of sand (CH)	FINE ALLUVIUM	3	M	SS	18	0.3	33	98		
11											
12											
13				M	TW						
14	SITLY FAT CLAY, brown to gray, firm, laminations of silt (CH)										
15			5	M	SS	14	1.0	28	105		
16											
17	FAT CLAY, dark brown, firm, laminations of silt (CH)		6	M	SS	18	1.7	32	91		
18											
19											
20	FAT CLAY, dark gray to brown, stiff to soft, mottled (CH)		9	M	SS	18	2.9	36	87		
21											
22											
23											
24											
25			5	M	SS	18	1.4	54	70		
26											
27											
28											
29											
30											
31				M	TW						
32											
33											

DEPTH: 0-39½'		DRILLING METHOD: 3.25" HSA		WATER LEVEL MEASUREMENTS					NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		9/27/24	--	51.0	49.5	--	--	None	
BORING COMPLETED: 9/27/24									
DR: BH LG: MJ Rig: 103									

AET CORP W-LAT-LONG MARC KNUTSON POOL - P-0036952.GPJ AET-CPT+WELL.GDT 10/21/24



SUBSURFACE BORING LOG

AET JOB NO: P-0036952		LOG OF BORING NO. B-02 (p. 2 of 2)										
PROJECT: Marc Knutson Pool; West Fargo, North Dakota												
LATITUDE: 46.83441		LONGITUDE: -96.90350										
DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS					
							qp	WC	DEN	%-#200	qu	
35	FAT CLAY, dark gray to brown, stiff to soft, mottled (CH) <i>(continued)</i>		3	M		SS	18	0.8	66	62		
36												
37												
38												
39												
40												
41												
42												
43												
44												
45			3	M		SS	18	0.7	55	69		
46												
47												
48												
49												
50												
51	END OF BORING - 51'											

AET_CORP W-LAT-LONG MARC KNUTSON POOL - P-0036952.GPJ AET+CPT+WELL.GDT 10/21/24

Direct Shear Test

ASTM D3080

Job No.: **15494**

Project/Client: **Marc Knutson Pool / American Engineering Testing, Inc.**

Boring No.: **SB-1**

Sample No. **4**

Depth: **7**

Location:

Sample Type: **TWT**

Soil Type: **Fat Clay with pockets of Silt and Organic Material (CH)**

Test Date: **11/8/2024**

Date Reported: **11/12/2024**

Shear Rate

0.0001 (in/min)

Remarks: Specimens trimmed to given sizes; Inundated after applying normal load. Consolidated and sheared to given displacements at constant rate of 0.0001 inches/minute.

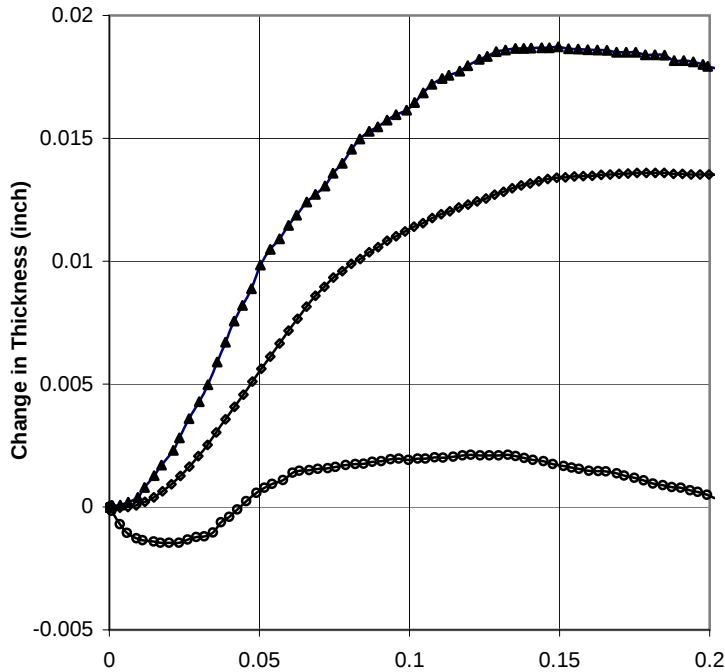
Liquid Limit:

Plastic Limit:

Plasticity Index:

(*) = Assumed Specific Gravity

Specific Gravity (*): **2.74**

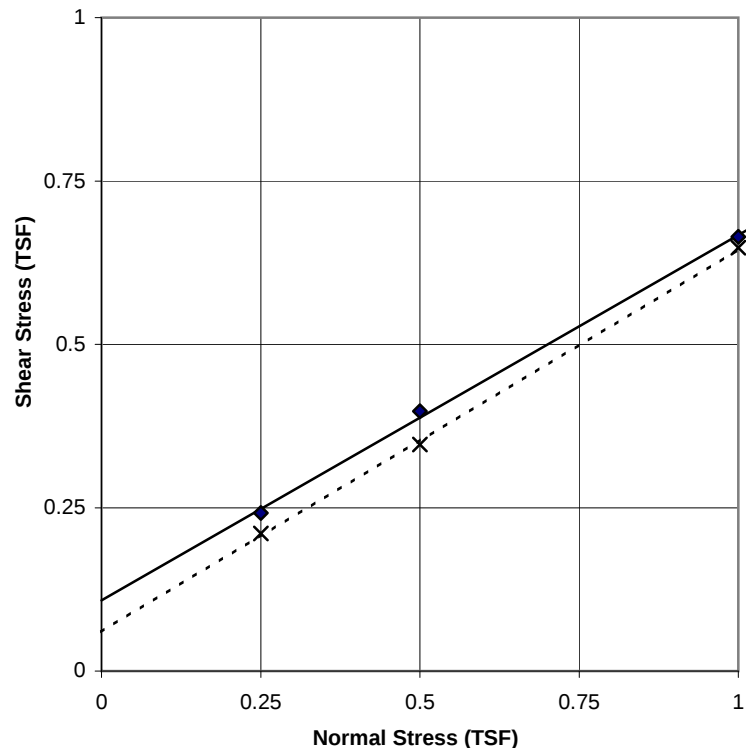
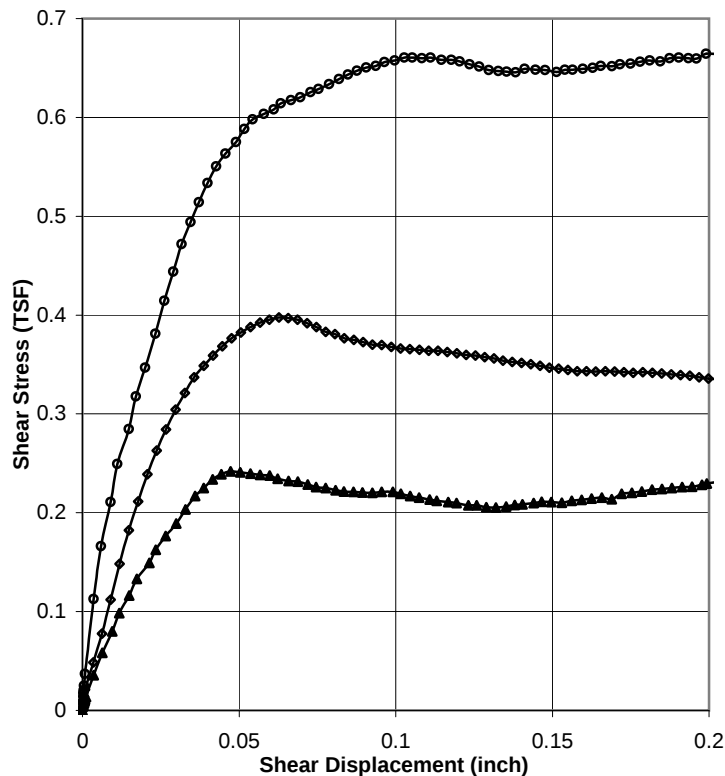


Failure Criterion:

Max Stress	A	B	C	D
Initial	▲	◇	○	X
Diameter (In.)	2.50	2.50	2.50	
Thickness (In.)	0.97	0.97	0.97	
Water Content (%)	28.1	28.0	28.3	
Dry Density (pcf)	92.6	92.5	92.7	
Before Shear				
Thickness (In.)	0.97	0.96	0.95	
Water Content (%)	30.8	30.3	29.8	
Dry Density (pcf)	92.7	93.4	94.1	
Normal Stress	0.25	0.50	1.00	
Shear Stress	0.24	0.40	0.66	

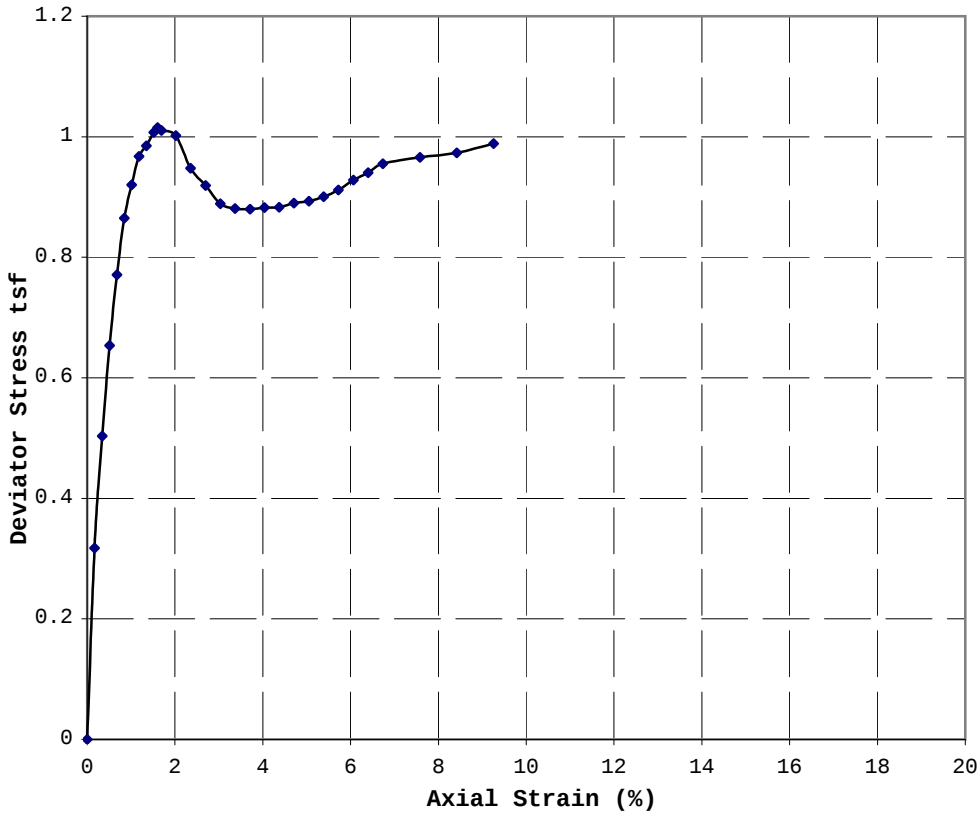
"These tests are for informational purposes only and must be reviewed by a qualified professional engineer to verify that the test parameters shown are appropriate for any particular design."

Peak Conditions		At Given Shear Disp. Of: 0.15	
Friction Angle:	$\phi = 29.2 \text{ deg.}$	Friction Angle:	$\phi = 30.3 \text{ deg.}$
Apparent Cohesion	0.108 TSF	Apparent Cohesion	0.060 TSF

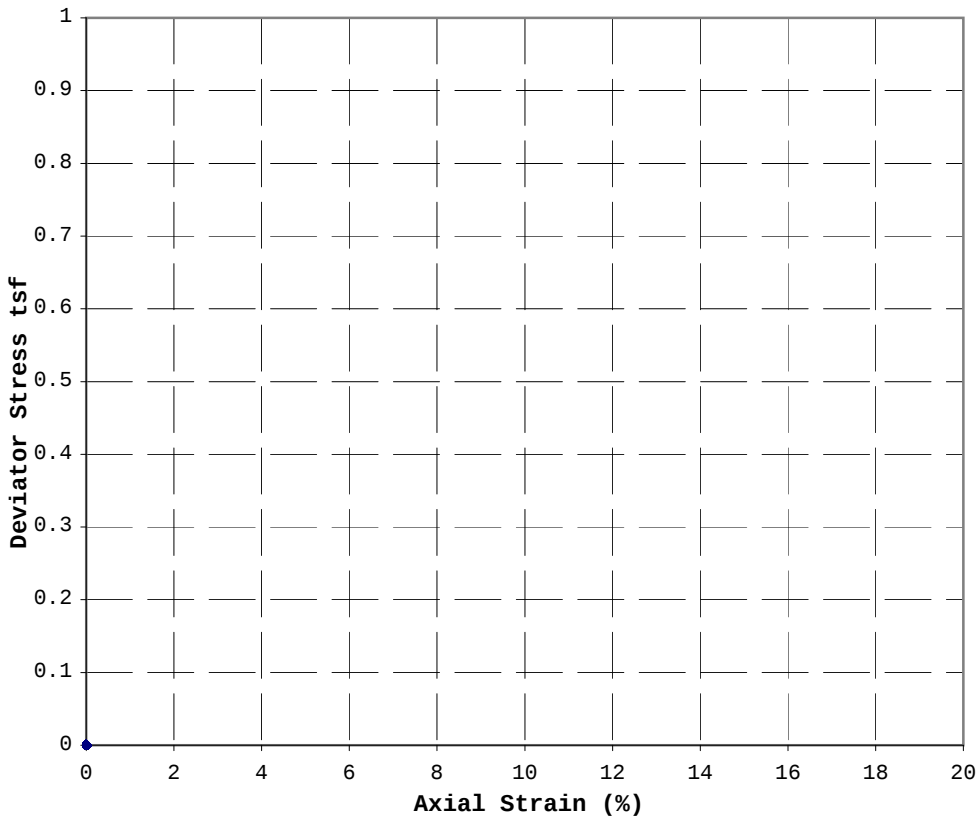


Triaxial U-U Stress/Strain Curves (ASTM:D2850)

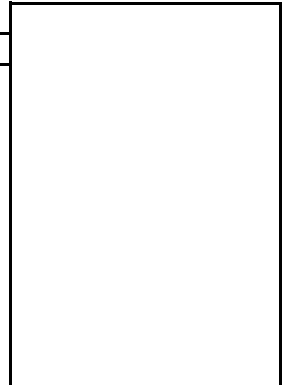
Project: Marc Knutson Pool Job: 15494
 Client: American Engineering Testing, Inc. Date: 11/18/24
 Remarks: Specimens trimmed to given sizes; Allowed to adjust under applied confining pressures for about 10 minutes.



Boring: SB-1 Depth: 17
 Sample #: 8
 Soil Type: Fat Clay (CH)
 Strain Rate (in/min): 0.055
 Sample Type: 3T
 Dia. (in): 2.87 Ht. (in): 5.94
 Height to Diameter Ratio: 2.07
 Max Deviator Stress: 1.02 tsf
 Strain at Failure (%): 1.6
 Confining Pressure: 1.0 tsf
 W.C. (%): 38.2
 Yd (pcf): 82.8



Boring: _____ Depth: _____
 Sample #: _____
 Soil Type: _____
 Strain Rate (in/min): _____
 Sample Type: _____
 Dia. (in): _____ Ht. (in): _____
 Height to Diameter Ratio: _____
 Max Deviator Stress: _____ tsf
 Strain at Failure (%): _____
 Confining Pressure: _____ tsf
 W.C. (%): _____
 Yd (pcf): _____



TRIAXIAL TEST ASTM: D 4767

Job No. 15494

Date: 11/18/24

Project: Marc Knutson Pool / American Engineering Testing, Inc.

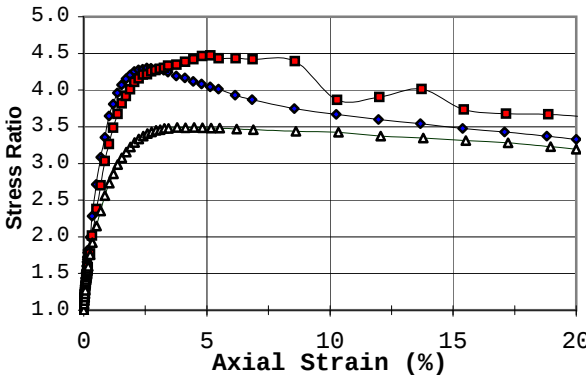
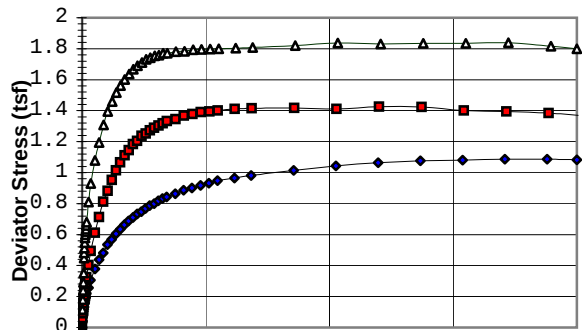
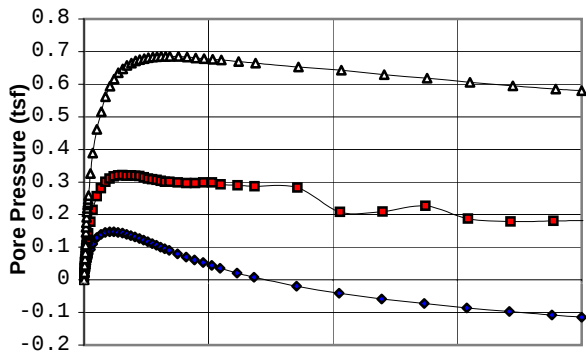
Boring #: SB-2

Sample #: 6

Type: 3T

Depth (ft): 12

Soil Type: Lean Clay (CL)



+

X

Failure Criterion:

Max. Stress Ratio

Angle of internal friction, $\phi' = 30.7^\circ$

Apparent Cohesion, $c' = 0.11$ (tsf)

Test Date: 11/7/24

Test Type: CU w/pp

Strain Rate (in/min): 0.00073

Strain Rate (%/min): 0.025

Liquid Limit:

Plastic Limit:

Plasticity Index:

Spec. Gravity (Assumed): 2.72

Initial Conditions

Diameter (in)

Height (in)

Water Content (%)

Dry Density (pcf)

Void Ratio

A	B	C	D	E
1.44	1.44	1.44		
2.93	2.93	2.93		
27.4	27.5	26.5		
95.1	94.4	95.7		
0.79	0.80	0.78		

After Consolidation

Diameter (in)

Height (in)

Water Content (%)

Dry Density (pcf)

Void Ratio

Back Pressure (tsf)

Minor Principal Stress (tsf)

Max. Deviator Stress (tsf)

Ultimate Deviator Stress (tsf)

Deviator Stress at Failure (tsf)

Max. Pore Pressure Buildup (tsf)

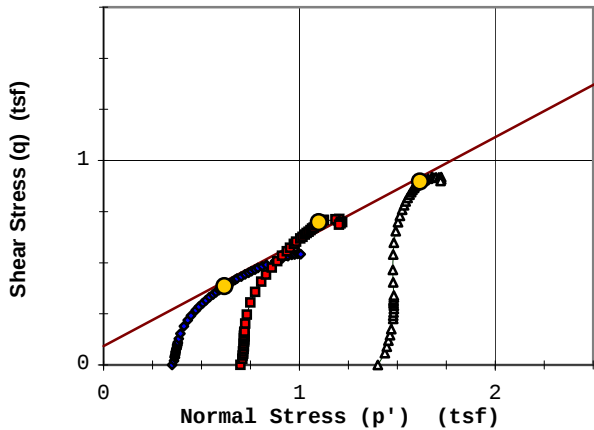
Pore Pressure Parameter "B"

Pct. Axial Strain at Failure

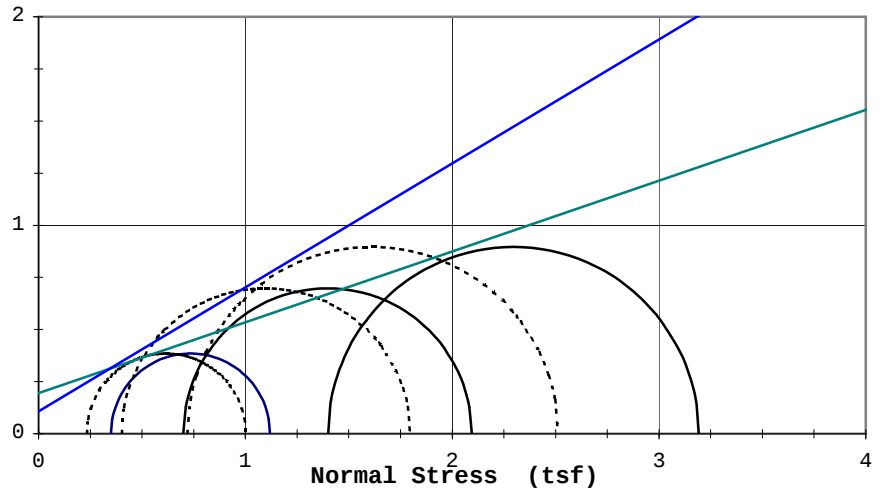
A	B	C	D	E
1.43	1.43	1.42		
2.93	2.92	2.90		
28.0	27.9	26.5		
96.4	96.6	98.7		
0.76	0.76	0.72		
4.0	4.0	4.4		
0.35	0.70	1.40		
1.09	1.43	1.84		
1.08	1.37	1.80		
0.77	1.40	1.79		
0.15	0.32	0.69		
0.95	0.95	0.95		
2.6	5.1	4.5		

"These test results are for informational purposes only and must be reviewed by a qualified professional engineer to verify that the test parameters shown are appropriate for any particular design"

Remarks: Specimens trimmed to given conditions; Saturated, backpressured until "B" response was 0.95 to 1.00; Consolidated; All Drainage valves closed and immediately sheared. A correction for membrane stiffness was applied to the deviator stress.



Rupture Envelope at Failure
 $\alpha = 27.1^\circ$ $a = 0.1$ (tsf)



Effective ϕ' : 30.7° $c' = 0.11$ (tsf)
 Total ϕ : 18.8° $c = 0.20$ (tsf)

TRIAXIAL TEST ASTM: D 4767

Job No. 15494

Date: 11/18/24

Project: Marc Knutson Pool / American Engineering Testing, Inc.

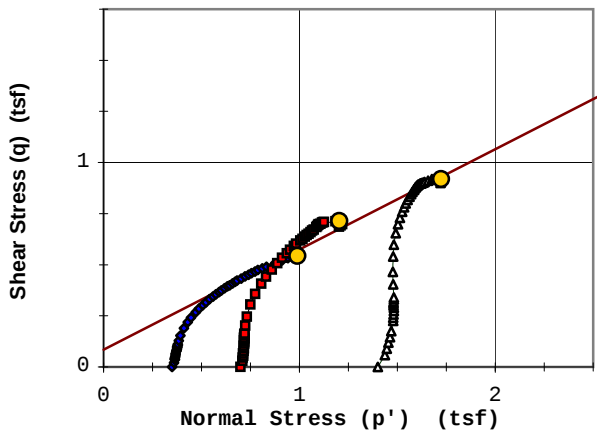
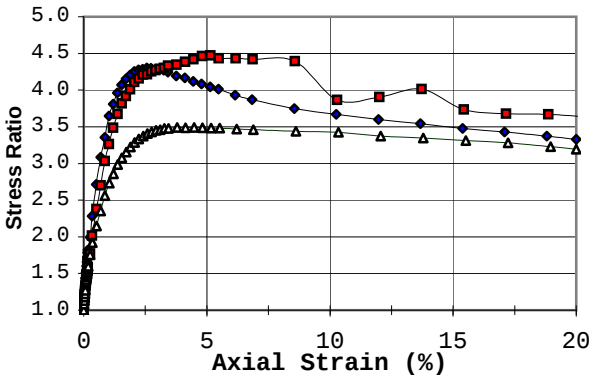
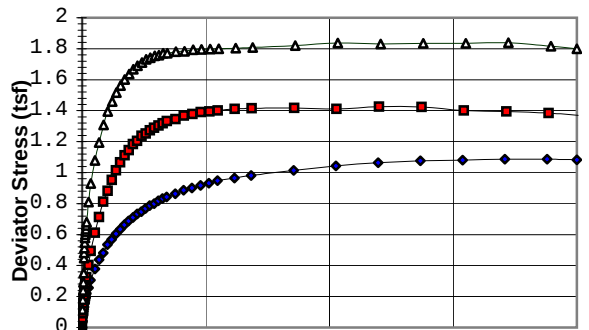
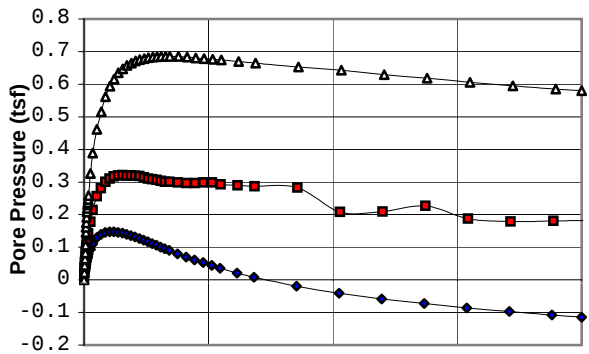
Boring #: SB-2

Sample #: 6

Type: 3T

Depth (ft): 12

Soil Type: Lean Clay (CL)



Rupture Envelope at Failure
 $\alpha = 26.1^\circ$ $a = 0.1$ (tsf)



+

X

Failure Criterion: **Max. Deviator Stress**

Angle of internal friction, $\phi' = 29.4^\circ$

Apparent Cohesion, $c' = 0.10$ (tsf)

Test Date: 11/7/24

Test Type: CU w/pp

Strain Rate (in/min): 0.00073

Strain Rate (%/min): 0.025

Liquid Limit:

Plastic Limit:

Plasticity Index:

Spec. Gravity (Assumed): 2.72

Initial Conditions

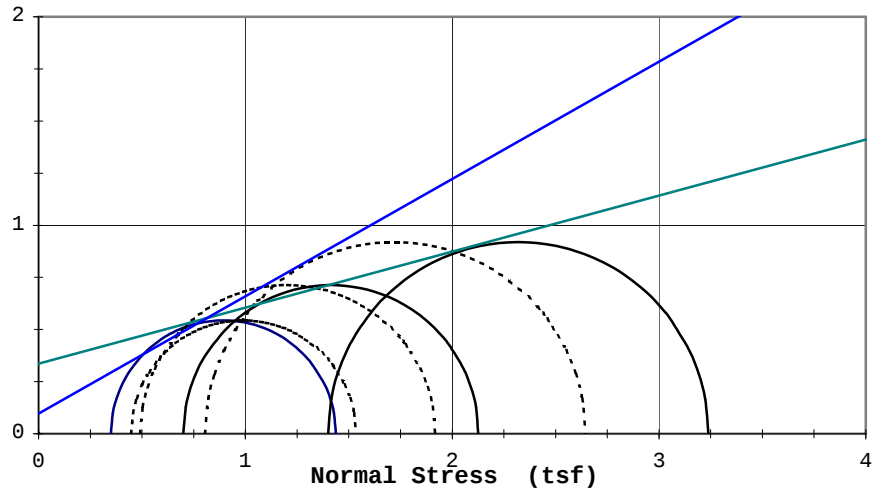
	A	B	C	D	E
Diameter (in)	1.44	1.44	1.44		
Height (in)	2.93	2.93	2.93		
Water Content (%)	27.4	27.5	26.5		
Dry Density (pcf)	95.1	94.4	95.7		
Void Ratio	0.79	0.80	0.78		

After Consolidation

Diameter (in)	1.43	1.43	1.42		
Height (in)	2.93	2.92	2.90		
Water Content (%)	28.0	27.9	26.5		
Dry Density (pcf)	96.4	96.6	98.7		
Void Ratio	0.76	0.76	0.72		
Back Pressure (tsf)	4.0	4.0	4.4		
Minor Principal Stress (tsf)	0.35	0.70	1.40		
Max. Deviator Stress (tsf)	1.09	1.43	1.84		
Ultimate Deviator Stress (tsf)	1.08	1.37	1.80		
Deviator Stress at Failure (tsf)	1.09	1.43	1.84		
Max. Pore Pressure Buildup (tsf)	0.15	0.32	0.69		
Pore Pressure Parameter "B"	0.95	0.95	0.95		
Pct. Axial Strain at Failure	17.1	12.0	17.2		

"These test results are for informational purposes only and must be reviewed by a qualified professional engineer to verify that the test parameters shown are appropriate for any particular design"

Remarks: Specimens trimmed to given conditions; Saturated, backpressured until "B" response was 0.95 to 1.00; Consolidated; All Drainage valves closed and immediately sheared.
 A correction for membrane stiffness was applied to the deviator stress.



Effective ϕ' : 29.4° $c' = 0.10$ (tsf)
 Total ϕ : 15.0° $c = 0.34$ (tsf)

TRIAXIAL TEST ASTM: D 4767

Job No. 15494

Date: 11/18/24

Project: Marc Knutson Pool / American Engineering Testing, Inc.

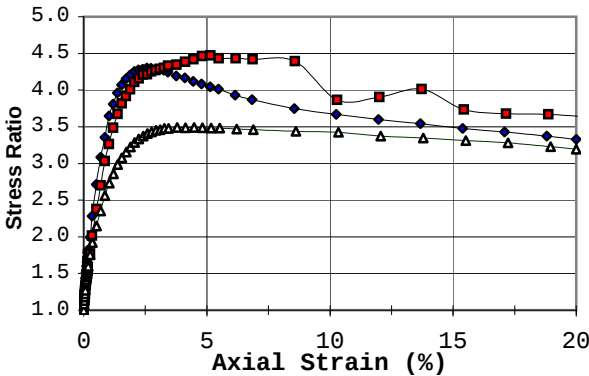
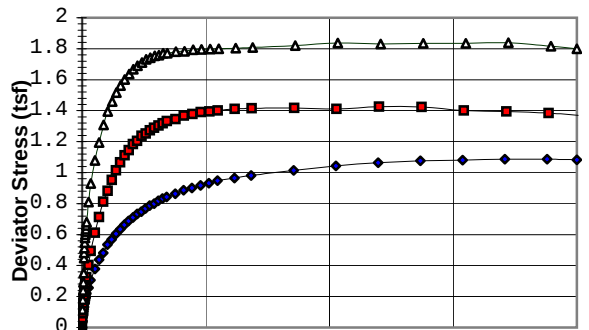
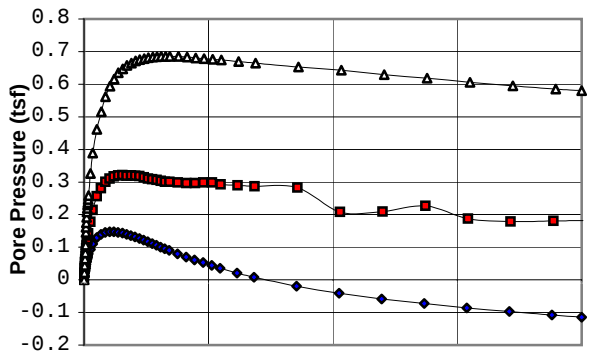
Boring #: SB-2

Sample #: 6

Type: 3T

Depth (ft): 12

Soil Type: Lean Clay (CL)



+

X

Failure Criterion:

Given Strain of: 15%

Angle of internal friction, $\phi' = 29.6^\circ$

Apparent Cohesion, $c' = 0.10$ (tsf)

Test Date: 11/7/24

Test Type: CU w/pp

Strain Rate (in/min): 0.00073

Strain Rate (%/min): 0.025

Liquid Limit:

Plastic Limit:

Plasticity Index:

Spec. Gravity (Assumed): 2.72

Initial Conditions

Diameter (in)

Height (in)

Water Content (%)

Dry Density (pcf)

Void Ratio

A	B	C	D	E
1.44	1.44	1.44		
2.93	2.93	2.93		
27.4	27.5	26.5		
95.1	94.4	95.7		
0.79	0.80	0.78		

After Consolidation

Diameter (in)

Height (in)

Water Content (%)

Dry Density (pcf)

Void Ratio

1.43	1.43	1.42		
2.93	2.92	2.90		
28.0	27.9	26.5		
96.4	96.6	98.7		
0.76	0.76	0.72		

Back Pressure (tsf)

Minor Principal Stress (tsf)

Max. Deviator Stress (tsf)

Ultimate Deviator Stress (tsf)

Deviator Stress at Failure (tsf)

Max. Pore Pressure Buildup (tsf)

Pore Pressure Parameter "B"

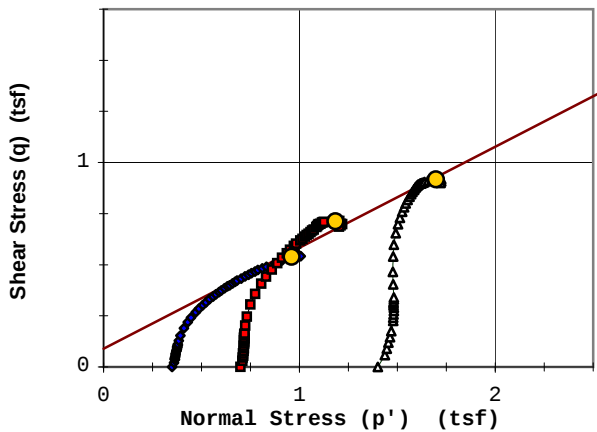
Pct. Axial Strain at Failure

4.0	4.0	4.4		
0.35	0.70	1.40		
1.09	1.43	1.84		
1.08	1.37	1.80		
1.08	1.42	1.83		
0.15	0.32	0.69		
0.95	0.95	0.95		
15.0	15.0	15.0		

"These test results are for informational purposes only and must be reviewed by a qualified professional engineer to verify that the test parameters shown are appropriate for any particular design"

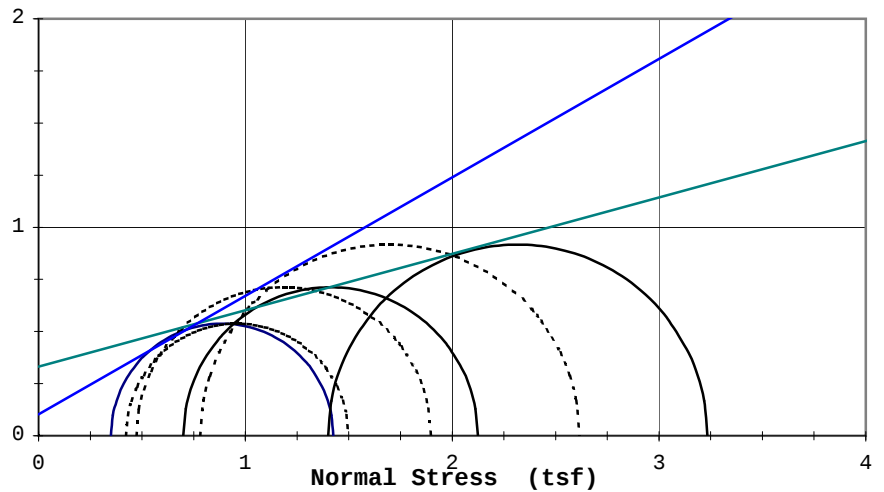
Remarks: Specimens trimmed to given conditions; Saturated, backpressured until "B" response was 0.95 to 1.00; Consolidated; All Drainage valves closed and immediately sheared.

A correction for membrane stiffness was applied to the deviator stress.



Rupture Envelope at Failure

$\alpha = 26.3^\circ$ $a = 0.1$ (tsf)



Effective ϕ' : 29.6°

$c' = 0.10$ (tsf)

Total ϕ :

$c = 0.33$ (tsf)

Triaxial Data

Job: 15494

Boring:

SB-2

Sample:

6

Depth:

12

Date:

11/18/24

.35 tsf			.7 tsf			1.4 tsf			Sample 4			Sample 5		
Strain (%)	Deviator Stress (tsf)	Pore Pressure (tsf)	Strain (%)	Deviator Stress (tsf)	Pore Pressure (tsf)	Strain (%)	Deviator Stress (tsf)	Pore Pressure (tsf)	Strain (%)	Deviator Stress (tsf)	Pore Pressure (tsf)	Strain (%)	Deviator Stress (tsf)	Pore Pressure (tsf)
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						
0.01	0.04	0.01	0.01	0.06	0.02	0.01	0.12	0.02						
0.02	0.07	0.02	0.02	0.09	0.03	0.02	0.18	0.04						
0.03	0.08	0.03	0.03	0.11	0.04	0.03	0.24	0.06						
0.04	0.09	0.03	0.04	0.13	0.05	0.05	0.29	0.08						
0.06	0.10	0.04	0.05	0.16	0.06	0.06	0.35	0.11						
0.07	0.12	0.04	0.07	0.18	0.07	0.07	0.45	0.15						
0.08	0.13	0.05	0.08	0.21	0.09	0.08	0.48	0.16						
0.09	0.15	0.05	0.09	0.23	0.10	0.09	0.51	0.18						
0.10	0.16	0.06	0.10	0.25	0.11	0.10	0.55	0.19						
0.12	0.17	0.06	0.11	0.26	0.11	0.12	0.58	0.21						
0.13	0.19	0.07	0.12	0.28	0.12	0.13	0.60	0.22						
0.14	0.19	0.07	0.14	0.28	0.12	0.14	0.62	0.23						
0.15	0.20	0.07	0.15	0.31	0.14	0.15	0.63	0.24						
0.16	0.21	0.08	0.16	0.32	0.14	0.16	0.66	0.25						
0.17	0.22	0.08	0.17	0.33	0.14	0.18	0.68	0.26						
0.26	0.26	0.09	0.26	0.40	0.18	0.26	0.81	0.33						
0.34	0.31	0.11	0.34	0.49	0.21	0.35	0.93	0.39						
0.51	0.38	0.13	0.51	0.61	0.26	0.52	1.08	0.46						
0.68	0.44	0.14	0.69	0.71	0.28	0.69	1.20	0.52						
0.85	0.48	0.15	0.86	0.81	0.30	0.86	1.31	0.56						
1.03	0.54	0.15	1.03	0.88	0.31	1.04	1.40	0.59						
1.20	0.57	0.15	1.20	0.95	0.32	1.21	1.46	0.62						
1.37	0.60	0.15	1.37	1.02	0.32	1.38	1.52	0.64						
1.54	0.63	0.14	1.54	1.07	0.32	1.55	1.56	0.65						
1.71	0.66	0.14	1.72	1.11	0.32	1.72	1.60	0.66						
1.88	0.69	0.14	1.89	1.14	0.32	1.90	1.64	0.66						
2.05	0.71	0.13	2.06	1.18	0.32	2.07	1.67	0.67						
2.22	0.73	0.13	2.23	1.20	0.32	2.24	1.69	0.68						
2.39	0.75	0.12	2.40	1.24	0.31	2.41	1.71	0.68						
2.56	0.77	0.12	2.57	1.25	0.31	2.59	1.73	0.68						
2.73	0.79	0.11	2.74	1.27	0.31	2.76	1.74	0.68						
2.91	0.80	0.11	2.92	1.29	0.31	2.93	1.75	0.68						
3.08	0.82	0.10	3.09	1.30	0.30	3.10	1.76	0.68						
3.25	0.83	0.10	3.26	1.32	0.30	3.27	1.77	0.68						
3.42	0.84	0.09	3.43	1.33	0.30	3.45	1.77	0.69						
3.76	0.86	0.08	3.77	1.34	0.30	3.80	1.78	0.68						
4.10	0.89	0.07	4.12	1.37	0.30	4.14	1.78	0.68						
4.44	0.90	0.06	4.46	1.38	0.30	4.48	1.79	0.68						
4.79	0.92	0.05	4.80	1.39	0.30	4.83	1.80	0.68						
5.13	0.93	0.04	5.15	1.40	0.30	5.17	1.80	0.68						
5.47	0.95	0.04	5.49	1.40	0.29	5.52	1.80	0.67						
6.15	0.96	0.02	6.17	1.41	0.29	6.21	1.80	0.67						
6.84	0.98	0.01	6.86	1.42	0.29	6.89	1.81	0.66						
8.54	1.01	-0.02	8.58	1.42	0.28	8.62	1.82	0.65						
10.25	1.04	-0.04	10.29	1.41	0.21	10.34	1.84	0.64						
11.96	1.06	-0.06	12.01	1.43	0.21	12.06	1.83	0.63						
13.67	1.08	-0.07	13.72	1.42	0.23	13.79	1.83	0.62						
15.38	1.08	-0.09	15.44	1.40	0.19	15.51	1.84	0.61						
17.09	1.09	-0.10	17.15	1.40	0.18	17.23	1.84	0.59						
18.80	1.09	-0.11	18.87	1.38	0.18	18.96	1.82	0.58						
20.00	1.08	-0.11	20.06	1.37	0.18	20.00	1.80	0.58						

TRIAXIAL TEST ASTM: D 4767

Job No. 15494

Date: 11/19/24

Project: Marc Knutson Pool / American Engineering Testing, Inc.

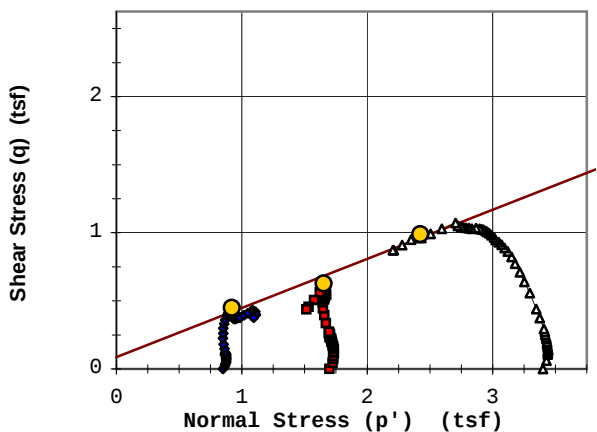
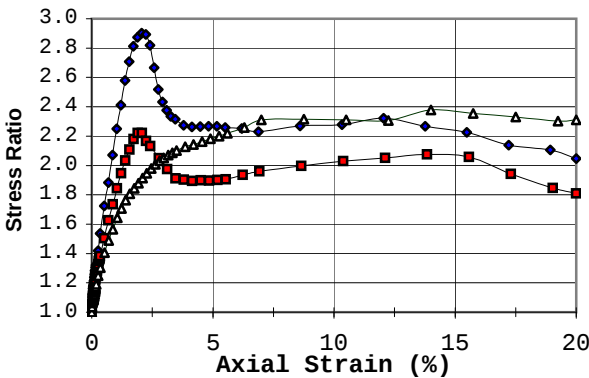
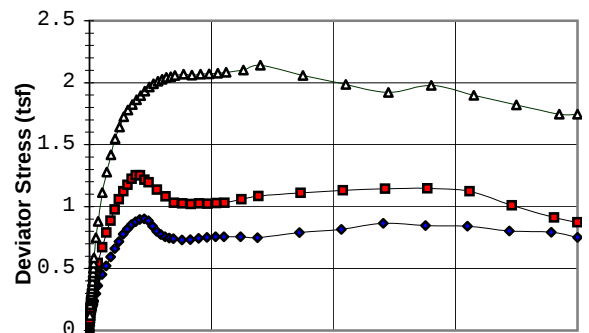
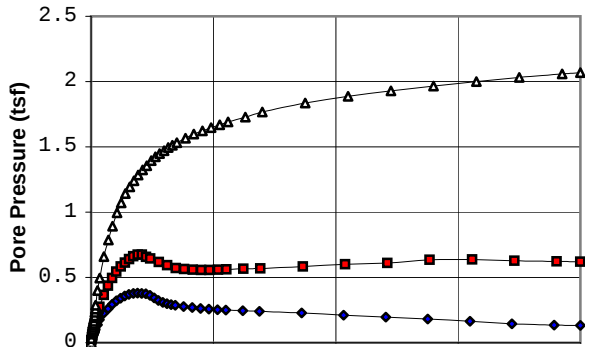
Boring #: SB-2

Sample #: 11

Type: 3T

Depth (ft): 30

Soil Type: Fat Clay (CH)



Rupture Envelope at Failure
 $\alpha = 19.8^\circ$ $a = 0.1$ (tsf)



+

X

Failure Criterion:

Max. Stress Ratio

Angle of internal friction, $\phi' = 21.1^\circ$

Apparent Cohesion, $c' = 0.09$ (tsf)

Test Date: 11/8/24

Test Type: CU w/pp

Strain Rate (in/min): 0.000465

Strain Rate (%/min): 0.016

Liquid Limit:

Plastic Limit:

Plasticity Index:

Spec. Gravity: 2.75

Initial Conditions

	A	B	C	D	E
Diameter (in)	1.44	1.44	1.44		
Height (in)	2.91	2.91	2.92		
Water Content (%)	48.5	50.2	42.3		
Dry Density (pcf)	73.3	72.0	78.6		
Void Ratio	1.34	1.39	1.18		

After Consolidation

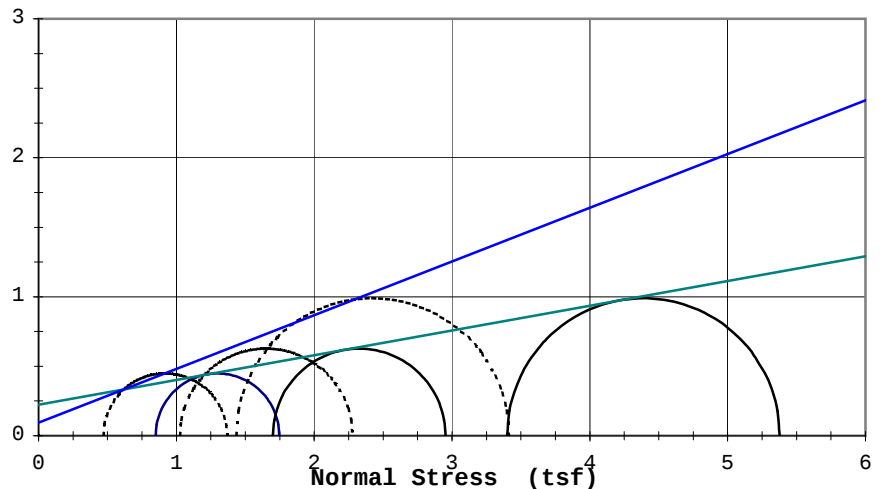
	A	B	C	D	E
Diameter (in)	1.47	1.44	1.43		
Height (in)	2.91	2.89	2.86		
Water Content (%)	52.8	49.8	40.7		
Dry Density (pcf)	70.0	72.5	81.0		
Void Ratio	1.45	1.37	1.12		
Back Pressure (tsf)	4.0	6.6	4.0		
Minor Principal Stress (tsf)	0.85	1.70	3.40		
Max. Deviator Stress (tsf)	0.90	1.25	2.14		
Ultimate Deviator Stress (tsf)	0.75	0.87	1.74		
Deviator Stress at Failure (tsf)	0.90	1.25	1.98		
Max. Pore Pressure Buildup (tsf)	0.38	0.67	2.07		
Pore Pressure Parameter "B"	0.95	0.95	0.95		
Pct. Axial Strain at Failure	2.1	1.9	14.0		

"These test results are for informational purposes only and must be reviewed by a qualified professional engineer to verify that the test parameters shown are appropriate for any particular design"

Remarks: Specimens trimmed to given conditions; Saturated, backpressured until "B" response was 0.95 to 1.00; Consolidated; All Drainage valves closed and immediately sheared.

A correction for membrane stiffness was applied to the deviator stress.

Specimen C: Appeared to be less cohesive than the other specimens.



Effective ϕ' : 21.1° $c' = 0.09$ (tsf)
 Total ϕ : 10.1° $c = 0.22$ (tsf)

TRIAXIAL TEST ASTM: D 4767

Job No. 15494

Date: 11/19/24

Project: Marc Knutson Pool / American Engineering Testing, Inc.

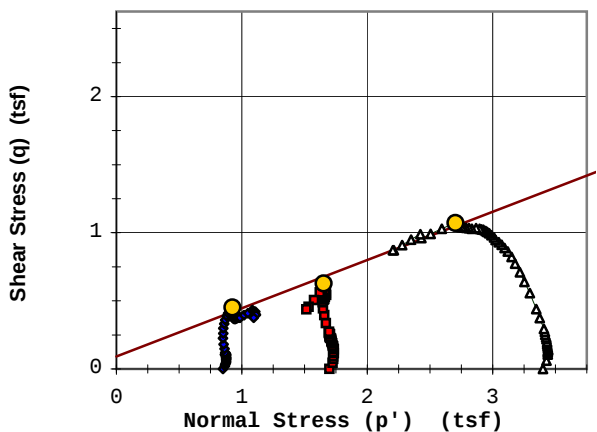
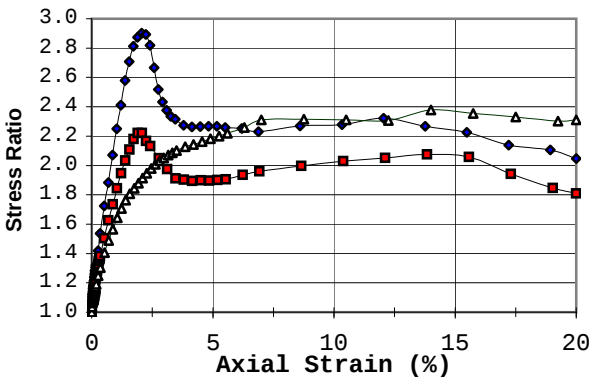
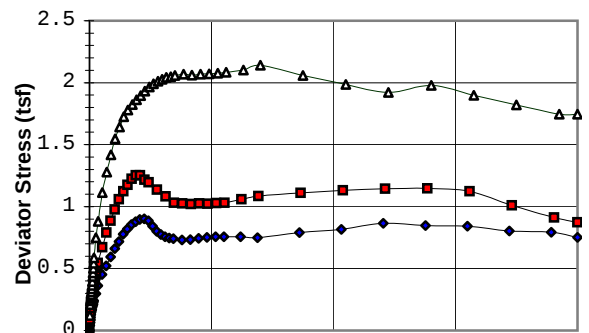
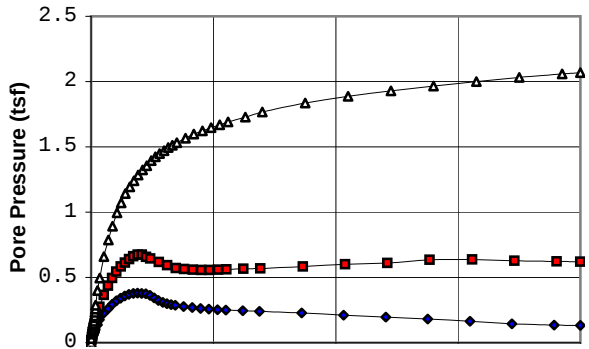
Boring #: SB-2

Sample #: 11

Type: 3T

Depth (ft): 30

Soil Type: Fat Clay (CH)



Rupture Envelope at Failure
 $\alpha = 19.5^\circ$ $a = 0.1$ (tsf)



+

X

Failure Criterion: Max. Deviator Stress

Angle of internal friction, $\phi' = 20.7^\circ$

Apparent Cohesion, $c' = 0.10$ (tsf)

Test Date: 11/8/24

Test Type: CU w/pp

Strain Rate (in/min): 0.000465

Strain Rate (%/min): 0.016

Liquid Limit:

Plastic Limit:

Plasticity Index:

Spec. Gravity: 2.75

Initial Conditions

	A	B	C	D	E
Diameter (in)	1.44	1.44	1.44		
Height (in)	2.91	2.91	2.92		
Water Content (%)	48.5	50.2	42.3		
Dry Density (pcf)	73.3	72.0	78.6		
Void Ratio	1.34	1.39	1.18		

After Consolidation

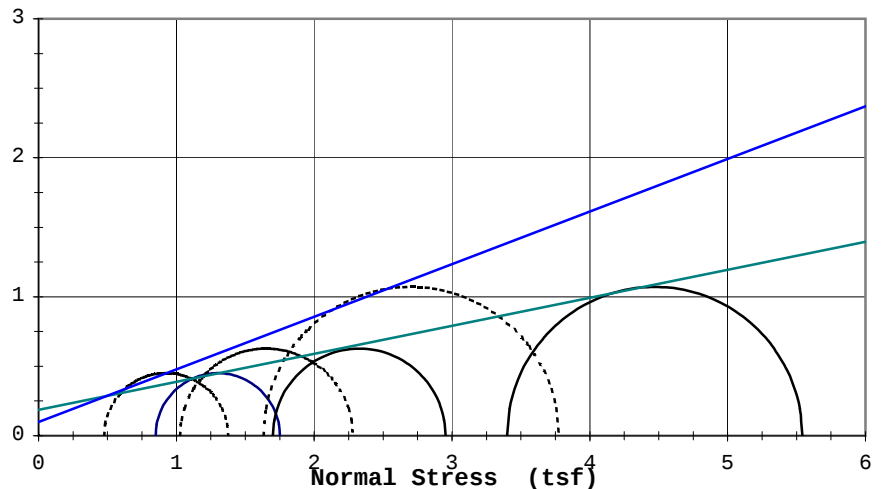
	A	B	C	D	E
Diameter (in)	1.47	1.44	1.43		
Height (in)	2.91	2.89	2.86		
Water Content (%)	52.8	49.8	40.7		
Dry Density (pcf)	70.0	72.5	81.0		
Void Ratio	1.45	1.37	1.12		
Back Pressure (tsf)	4.0	6.6	4.0		
Minor Principal Stress (tsf)	0.85	1.70	3.40		
Max. Deviator Stress (tsf)	0.90	1.25	2.14		
Ultimate Deviator Stress (tsf)	0.75	0.87	1.74		
Deviator Stress at Failure (tsf)	0.90	1.25	2.14		
Max. Pore Pressure Buildup (tsf)	0.38	0.67	2.07		
Pore Pressure Parameter "B"	0.95	0.95	0.95		
Pct. Axial Strain at Failure	2.2	2.1	7.0		

"These test results are for informational purposes only and must be reviewed by a qualified professional engineer to verify that the test parameters shown are appropriate for any particular design"

Remarks: Specimens trimmed to given conditions; Saturated, backpressured until "B" response was 0.95 to 1.00; Consolidated; All Drainage valves closed and immediately sheared.

A correction for membrane stiffness was applied to the deviator stress.

Specimen C: Appeared to be less cohesive than the other specimens.



Effective ϕ' : 20.7° $c' = 0.10$ (tsf)
 Total ϕ : 11.4° $c = 0.19$ (tsf)

TRIAXIAL TEST ASTM: D 4767

Job No. 15494

Date: 11/19/24

Project: Marc Knutson Pool / American Engineering Testing, Inc.

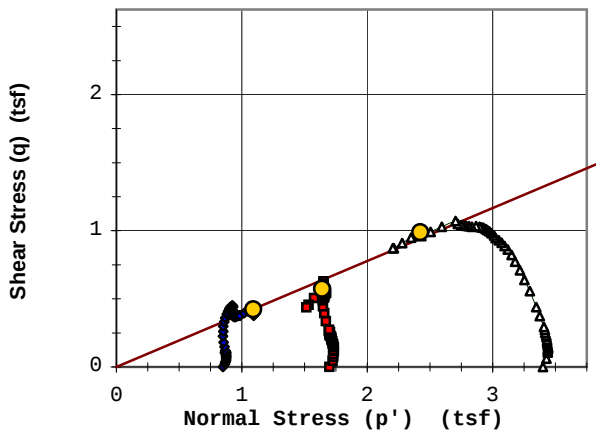
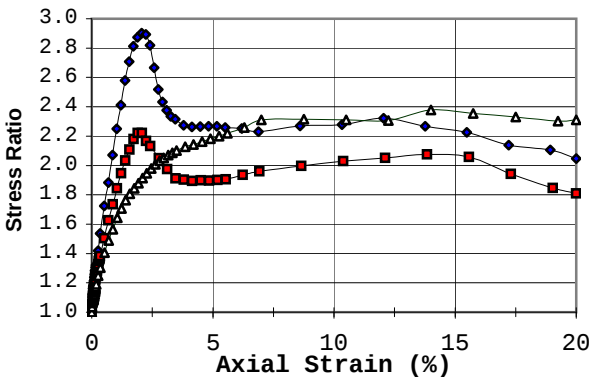
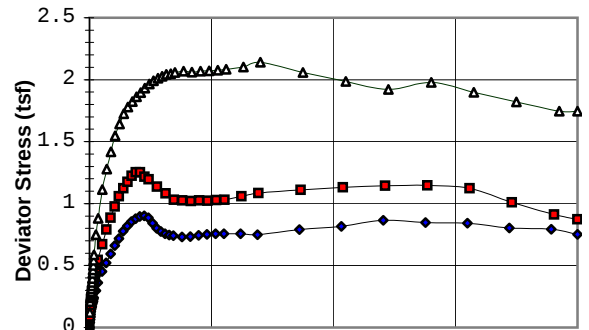
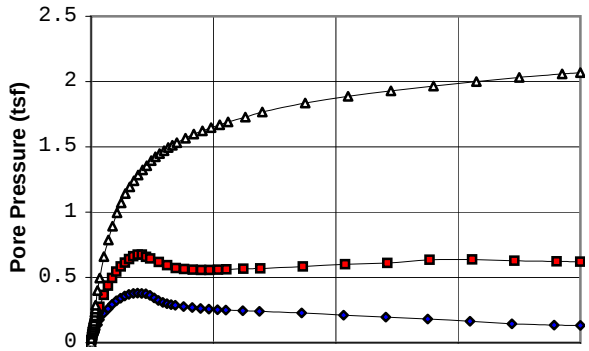
Boring #: SB-2

Sample #: 11

Type: 3T

Depth (ft): 30

Soil Type: Fat Clay (CH)



Rupture Envelope at Failure
 $\alpha = 21.3^\circ$ $a = 0.0$ (tsf)



+

X

Failure Criterion:

Given Strain of: 15%

Angle of internal friction, $\phi' = 22.9^\circ$

Apparent Cohesion, $c' = 0.00$ (tsf)

Test Date: 11/8/24

Test Type: CU w/pp

Strain Rate (in/min): 0.000465

Strain Rate (%/min): 0.016

Liquid Limit:

Plastic Limit:

Plasticity Index:

Spec. Gravity: 2.75

Initial Conditions

Diameter (in)

Height (in)

Water Content (%)

Dry Density (pcf)

Void Ratio

	A	B	C	D	E
Diameter (in)	1.44	1.44	1.44		
Height (in)	2.91	2.91	2.92		
Water Content (%)	48.5	50.2	42.3		
Dry Density (pcf)	73.3	72.0	78.6		
Void Ratio	1.34	1.39	1.18		

After Consolidation

Diameter (in)

Height (in)

Water Content (%)

Dry Density (pcf)

Void Ratio

	A	B	C	D	E
Diameter (in)	1.47	1.44	1.43		
Height (in)	2.91	2.89	2.86		
Water Content (%)	52.8	49.8	40.7		
Dry Density (pcf)	70.0	72.5	81.0		
Void Ratio	1.45	1.37	1.12		

Back Pressure (tsf)

Minor Principal Stress (tsf)

Max. Deviator Stress (tsf)

Ultimate Deviator Stress (tsf)

Deviator Stress at Failure (tsf)

Max. Pore Pressure Buildup (tsf)

Pore Pressure Parameter "B"

Pct. Axial Strain at Failure

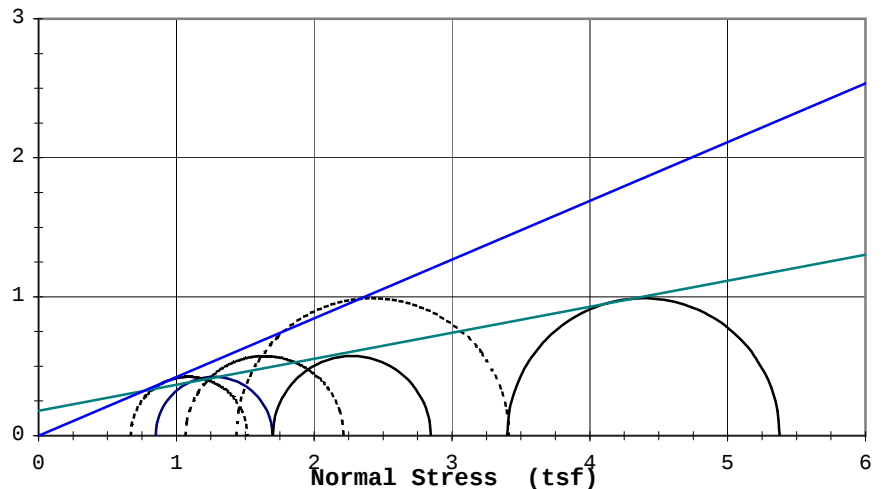
	A	B	C	D	E
Back Pressure (tsf)	4.0	6.6	4.0		
Minor Principal Stress (tsf)	0.85	1.70	3.40		
Max. Deviator Stress (tsf)	0.90	1.25	2.14		
Ultimate Deviator Stress (tsf)	0.75	0.87	1.74		
Deviator Stress at Failure (tsf)	0.85	1.15	1.98		
Max. Pore Pressure Buildup (tsf)	0.38	0.67	2.07		
Pore Pressure Parameter "B"	0.95	0.95	0.95		
Pct. Axial Strain at Failure	15.0	15.0	15.0		

"These test results are for informational purposes only and must be reviewed by a qualified professional engineer to verify that the test parameters shown are appropriate for any particular design"

Remarks: Specimens trimmed to given conditions; Saturated, backpressured until "B" response was 0.95 to 1.00; Consolidated; All Drainage valves closed and immediately sheared.

A correction for membrane stiffness was applied to the deviator stress.

Specimen C: Appeared to be less cohesive than the other specimens.



Effective ϕ' : 22.9° $c' = 0.00$ (tsf)
 Total ϕ : 10.6° $c = 0.18$ (tsf)

Triaxial Data

Job: 15494

Boring:

SB-2

Sample:

11

Depth:

30

Date: 11/19/24

.85 tsf			1.7 tsf			3.4 tsf			Sample 4			Sample 5		
Strain (%)	Deviator Stress (tsf)	Pore Pressure (tsf)	Strain (%)	Deviator Stress (tsf)	Pore Pressure (tsf)	Strain (%)	Deviator Stress (tsf)	Pore Pressure (tsf)	Strain (%)	Deviator Stress (tsf)	Pore Pressure (tsf)	Strain (%)	Deviator Stress (tsf)	Pore Pressure (tsf)
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						
0.01	0.04	0.01	0.02	0.09	0.02	0.01	0.12	0.03						
0.02	0.07	0.01	0.03	0.14	0.04	0.03	0.21	0.07						
0.03	0.08	0.02	0.05	0.18	0.06	0.04	0.24	0.08						
0.04	0.10	0.03	0.07	0.23	0.08	0.05	0.26	0.09						
0.06	0.13	0.04	0.09	0.25	0.09	0.06	0.27	0.09						
0.07	0.15	0.05	0.10	0.29	0.11	0.07	0.29	0.10						
0.08	0.16	0.06	0.12	0.30	0.12	0.08	0.31	0.12						
0.09	0.17	0.06	0.14	0.33	0.13	0.10	0.34	0.13						
0.10	0.19	0.07	0.16	0.34	0.15	0.11	0.36	0.15						
0.12	0.20	0.07	0.17	0.38	0.17	0.12	0.40	0.16						
0.13	0.20	0.08	0.19	0.40	0.18	0.13	0.44	0.19						
0.14	0.22	0.08	0.21	0.41	0.19	0.14	0.46	0.21						
0.15	0.21	0.09	0.22	0.43	0.20	0.15	0.50	0.23						
0.16	0.23	0.10	0.24	0.45	0.21	0.16	0.54	0.26						
0.17	0.24	0.10	0.26	0.46	0.22	0.18	0.59	0.29						
0.26	0.30	0.14	0.28	0.48	0.24	0.27	0.75	0.40						
0.34	0.36	0.18	0.29	0.51	0.25	0.35	0.88	0.49						
0.52	0.45	0.23	0.31	0.52	0.26	0.53	1.11	0.66						
0.69	0.52	0.26	0.33	0.52	0.27	0.70	1.28	0.79						
0.86	0.59	0.29	0.35	0.54	0.28	0.88	1.42	0.89						
1.03	0.66	0.32	0.52	0.67	0.37	1.05	1.55	1.00						
1.20	0.72	0.34	0.69	0.79	0.44	1.23	1.64	1.07						
1.38	0.78	0.36	0.87	0.89	0.50	1.40	1.72	1.14						
1.55	0.82	0.37	1.04	0.98	0.54	1.58	1.78	1.19						
1.72	0.86	0.38	1.21	1.06	0.58	1.75	1.82	1.24						
1.89	0.88	0.38	1.38	1.12	0.61	1.93	1.86	1.28						
2.06	0.90	0.38	1.56	1.17	0.64	2.10	1.90	1.32						
2.24	0.90	0.37	1.73	1.23	0.66	2.27	1.93	1.36						
2.41	0.89	0.36	1.90	1.25	0.67	2.45	1.97	1.39						
2.58	0.84	0.34	2.08	1.25	0.67	2.63	1.99	1.42						
2.75	0.80	0.32	2.25	1.22	0.66	2.80	2.01	1.45						
2.93	0.78	0.31	2.42	1.19	0.64	2.98	2.03	1.47						
3.10	0.76	0.30	2.77	1.14	0.62	3.15	2.04	1.49						
3.27	0.75	0.29	3.12	1.08	0.59	3.33	2.05	1.51						
3.44	0.74	0.29	3.46	1.03	0.57	3.50	2.06	1.53						
3.79	0.73	0.28	3.81	1.03	0.56	3.85	2.07	1.57						
4.13	0.73	0.27	4.15	1.02	0.56	4.20	2.06	1.60						
4.47	0.74	0.26	4.50	1.03	0.56	4.55	2.07	1.62						
4.82	0.75	0.26	4.85	1.02	0.56	4.90	2.07	1.65						
5.16	0.76	0.25	5.19	1.03	0.56	5.25	2.08	1.67						
5.51	0.76	0.25	5.54	1.03	0.56	5.60	2.08	1.69						
6.19	0.76	0.24	6.23	1.06	0.57	6.30	2.10	1.73						
6.88	0.75	0.24	6.92	1.08	0.57	7.00	2.14	1.77						
8.60	0.79	0.23	8.65	1.11	0.58	8.75	2.06	1.84						
10.32	0.82	0.21	10.38	1.13	0.60	10.50	1.98	1.89						
12.04	0.86	0.20	12.11	1.15	0.61	12.25	1.92	1.93						
13.77	0.85	0.18	13.84	1.15	0.63	14.00	1.98	1.96						
15.49	0.84	0.16	15.58	1.12	0.64	15.75	1.90	2.00						
17.21	0.80	0.14	17.31	1.01	0.63	17.50	1.82	2.03						
18.93	0.79	0.13	19.04	0.91	0.62	19.25	1.74	2.06						
20.00	0.75	0.13	20.00	0.87	0.62	20.00	1.74	2.07						

Figure 2A

					Title: Marc Knutson Pool	
					Name: Existing - Short Term (UU) - Normal Pool	
					Analysis Type: Morgenstern-Price	
					Date: 12/19/2024	
Color	Name	Unit Weight (pcf)	Effective Cohesion (psf)	Effective Friction Angle (°)		
■	Lower Brenna - UU	102.5	500	0		
■	Sherack - UU	111	350	0		
■	Topsoil	110	100	10		
■	Upper Brenna - UU	106	600	0		

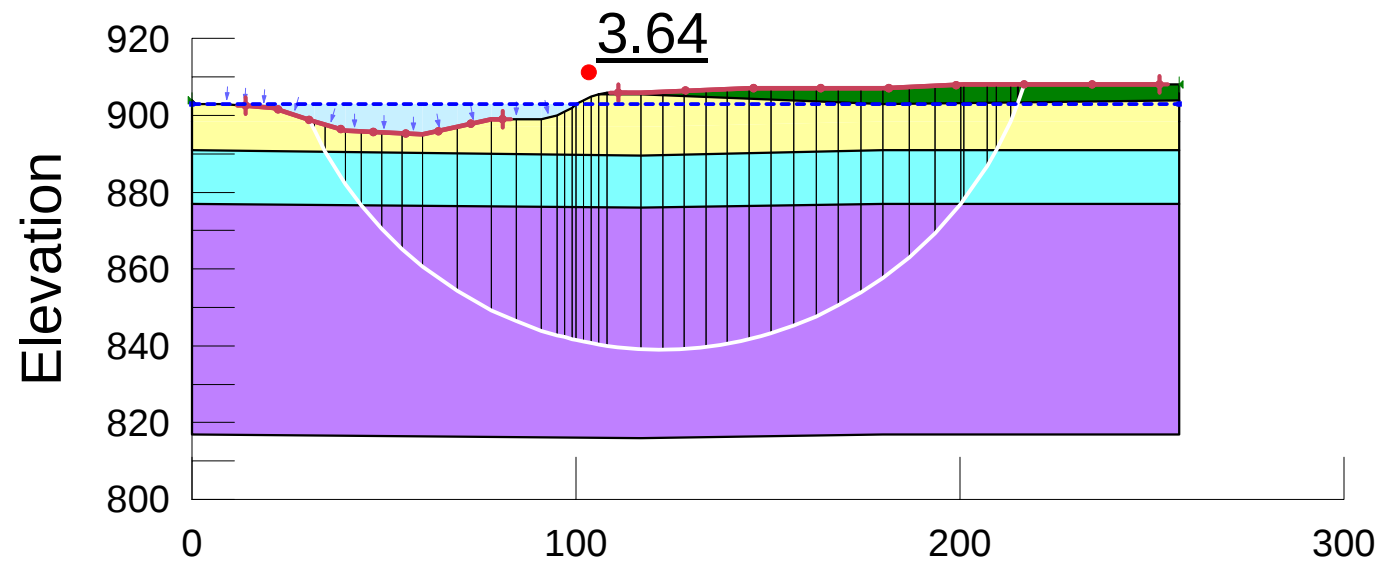


Figure 2B

Title: Marc Knutson Pool Name: Existing - Short Term (UU) - Low Pool Analysis Type: Morgenstern-Price Date: 12/19/2024				
Color	Name	Unit Weight (pcf)	Effective Cohesion (psf)	Effective Friction Angle (°)
	Lower Brenna - UU	102.5	500	0
	Sherack - UU	111	350	0
	Topsoil	110	100	10
	Upper Brenna - UU	106	600	0

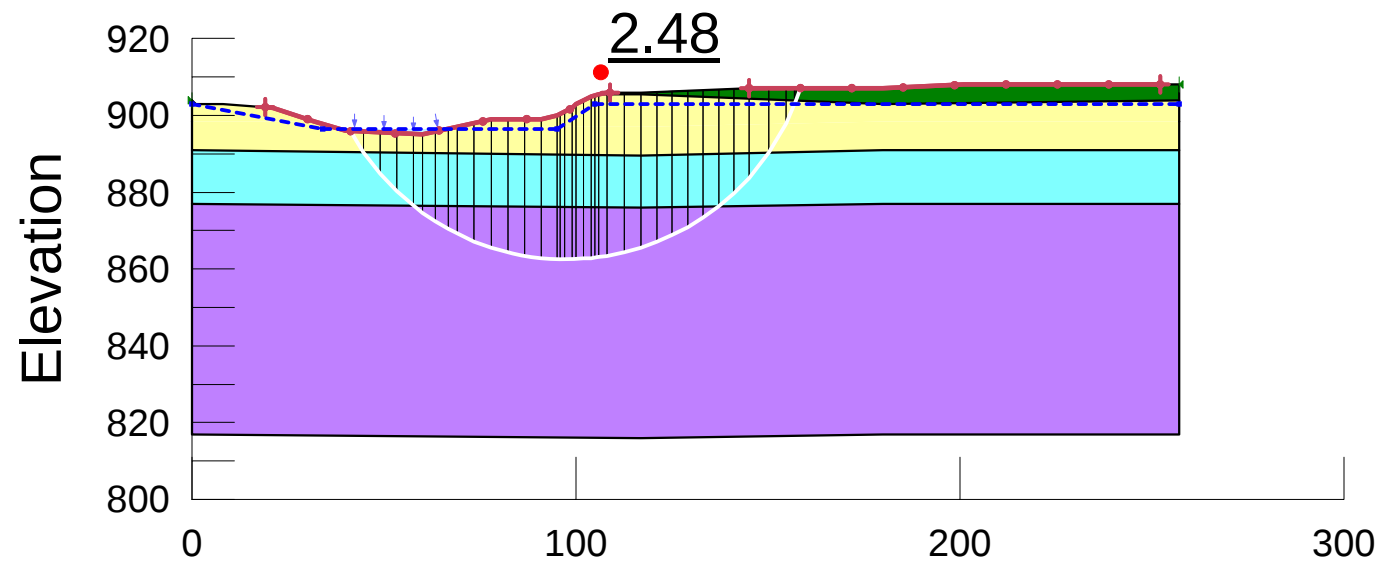


Figure 2C

Title: Marc Knutson Pool Name: Existing - Long Term (CD) - Normal Pool Analysis Type: Morgenstern-Price Date: 12/19/2024				
Color	Name	Unit Weight (pcf)	Effective Cohesion (psf)	Effective Friction Angle (°)
■	Lower Brenna - CD	102.5	0	14.5
■	Sherack - CD	111	0	17
■	Topsoil	110	100	10
■	Upper Brenna - CD	106	0	17.5

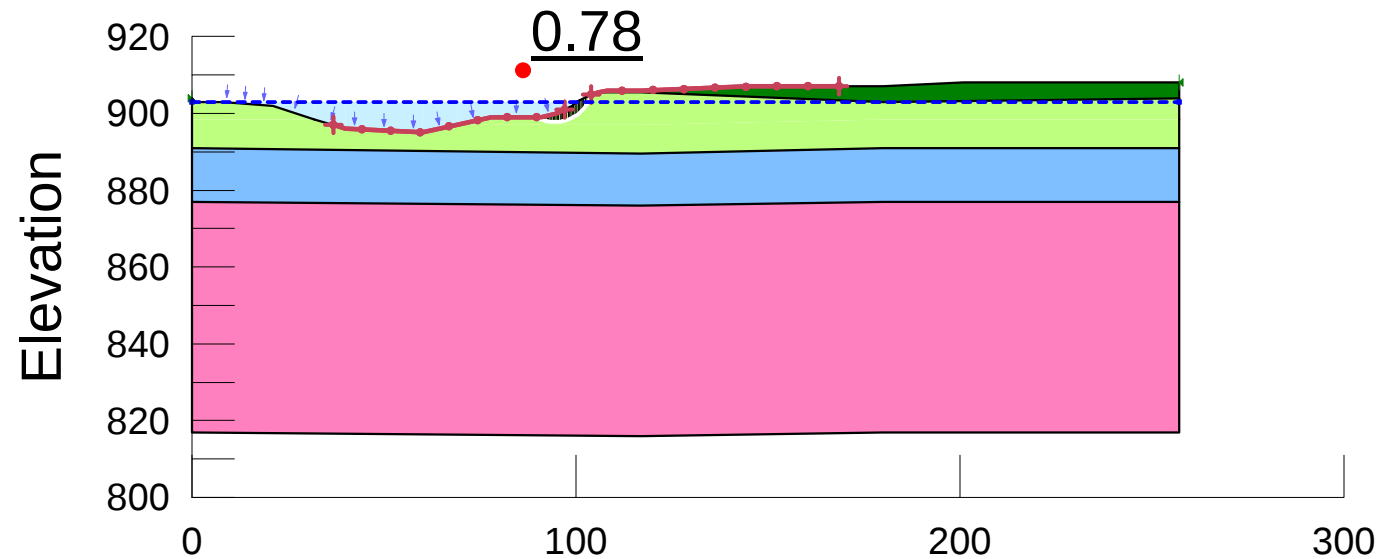


Figure 2D

Title: Marc Knutson Pool Name: Existing - Long Term (CD) - Low Pool Analysis Type: Morgenstern-Price Date: 12/19/2024				
Color	Name	Unit Weight (pcf)	Effective Cohesion (psf)	Effective Friction Angle (°)
■	Lower Brenna - CD	102.5	0	14.5
■	Sherack - CD	111	0	17
■	Topsoil	110	100	10
■	Upper Brenna - CD	106	0	17.5

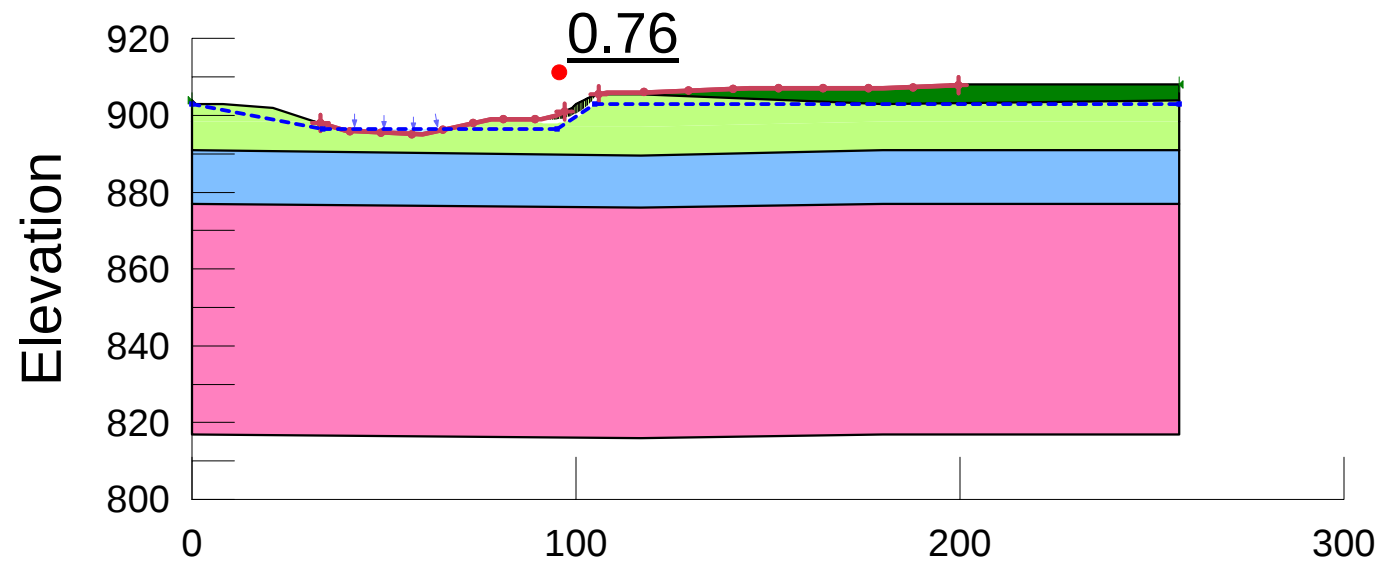


Figure 2E

Title: Marc Knutson Pool Name: Existing - Long Term (CD) - Normal Pool [Excluded] Analysis Type: Morgenstern-Price Date: 12/20/2024				
Color	Name	Unit Weight (pcf)	Effective Cohesion (psf)	Effective Friction Angle (°)
■	Lower Brenna - CD	102.5	0	14.5
■	Sherack - CD	111	0	17
■	Topsoil	110	100	10
■	Upper Brenna - CD	106	0	17.5

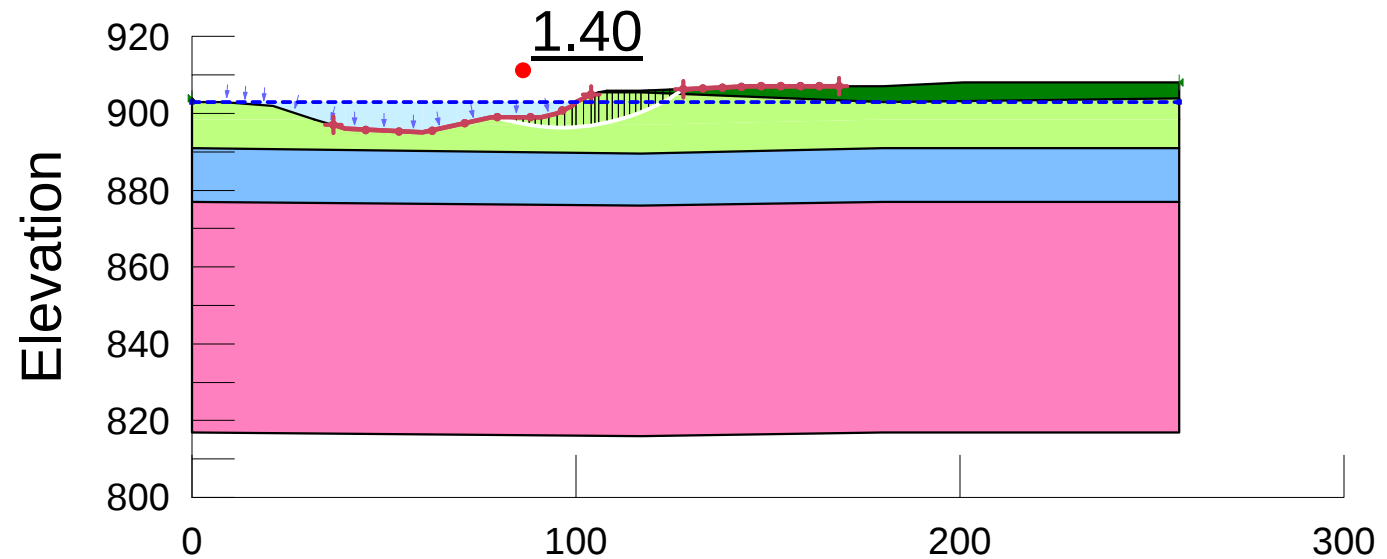


Figure 2F

Title: Marc Knutson Pool Name: Existing - Long Term (CD) - Low Pool [Excluded] Analysis Type: Morgenstern-Price Date: 12/19/2024				
Color	Name	Unit Weight (pcf)	Effective Cohesion (psf)	Effective Friction Angle (°)
■	Lower Brenna - CD	102.5	0	14.5
■	Sherack - CD	111	0	17
■	Topsoil	110	100	10
■	Upper Brenna - CD	106	0	17.5

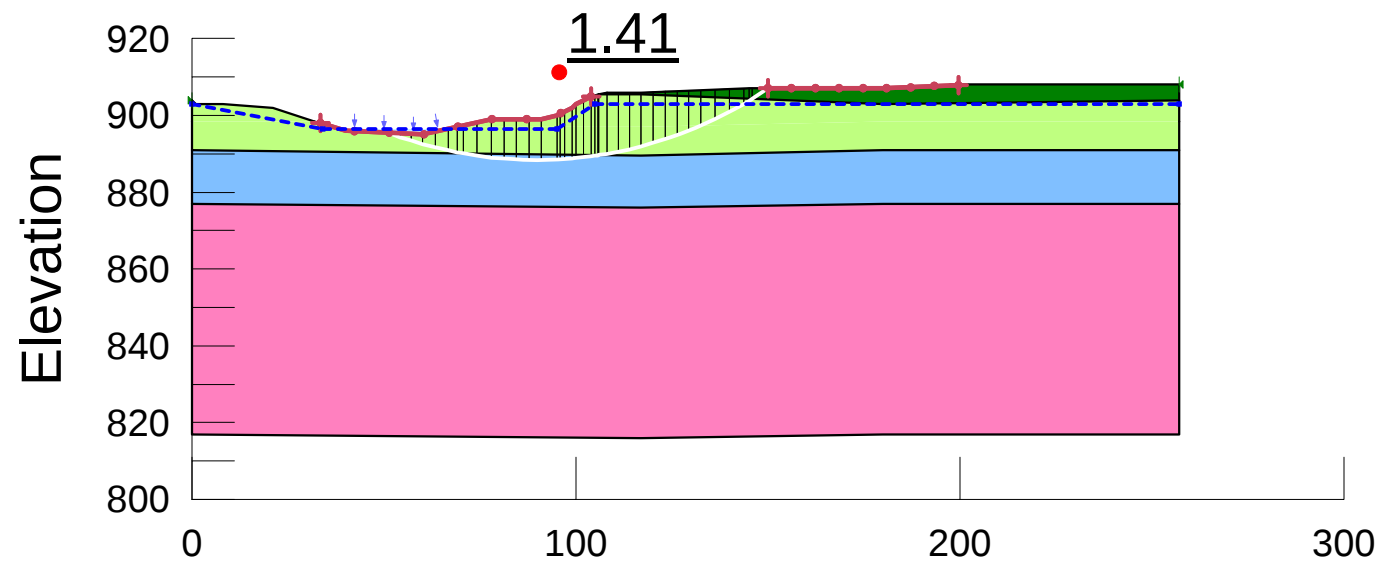


Figure 3A

Color	Name	Unit Weight (pcf)	Effective Cohesion (psf)	Effective Friction Angle (°)
■	Concrete	145		
■	Lower Brenna - UU	102.5	500	0
■	Sherack - UU	111	350	0
■	Topsoil	110	100	10
■	Upper Brenna - UU	106	600	0
■	Water	62.4	0	0

Title: Marc Knutson Pool
Name: Proposed Pool - Short Term (UU) - Normal Pool
Analysis Type: Morgenstern-Price
Date: 12/19/2024

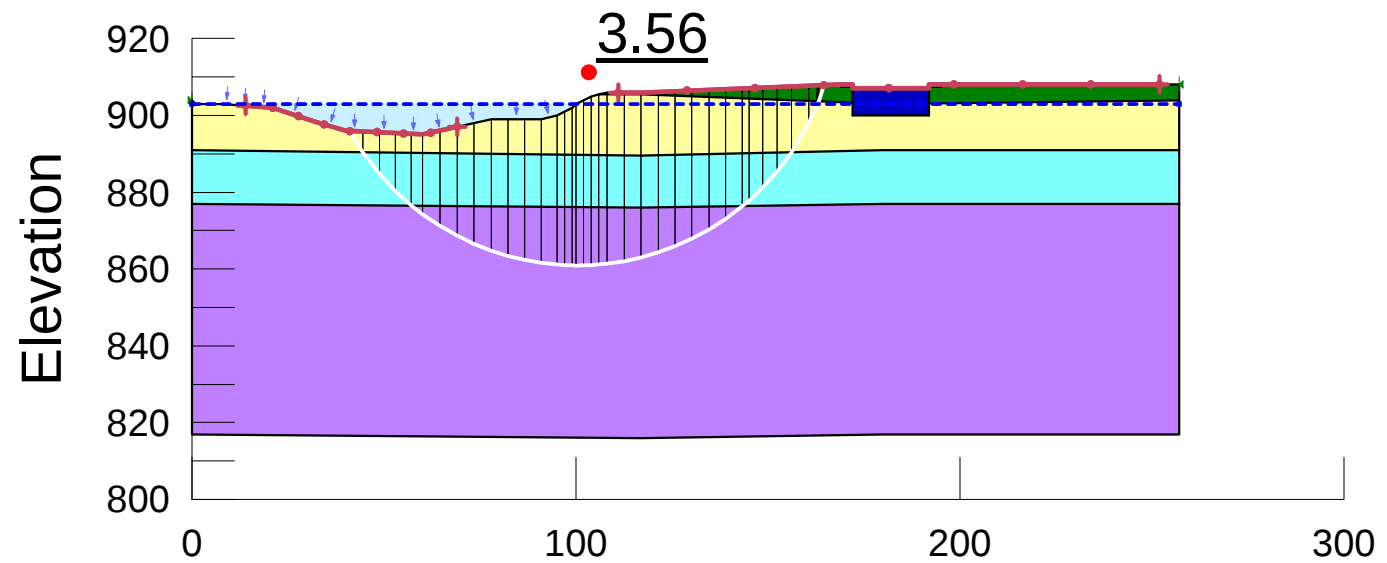


Figure 3B

Color	Name	Unit Weight (pcf)	Effective Cohesion (psf)	Effective Friction Angle (°)
	Concrete	145		
	Lower Brenna - UU	102.5	500	0
	Sherack - UU	111	350	0
	Topsoil	110	100	10
	Upper Brenna - UU	106	600	0
	Water	62.4	0	0

Title: Marc Knutson Pool
Name: Proposed Pool - Short Term (UU) - Low Pool
Analysis Type: Morgenstern-Price
Date: 12/19/2024

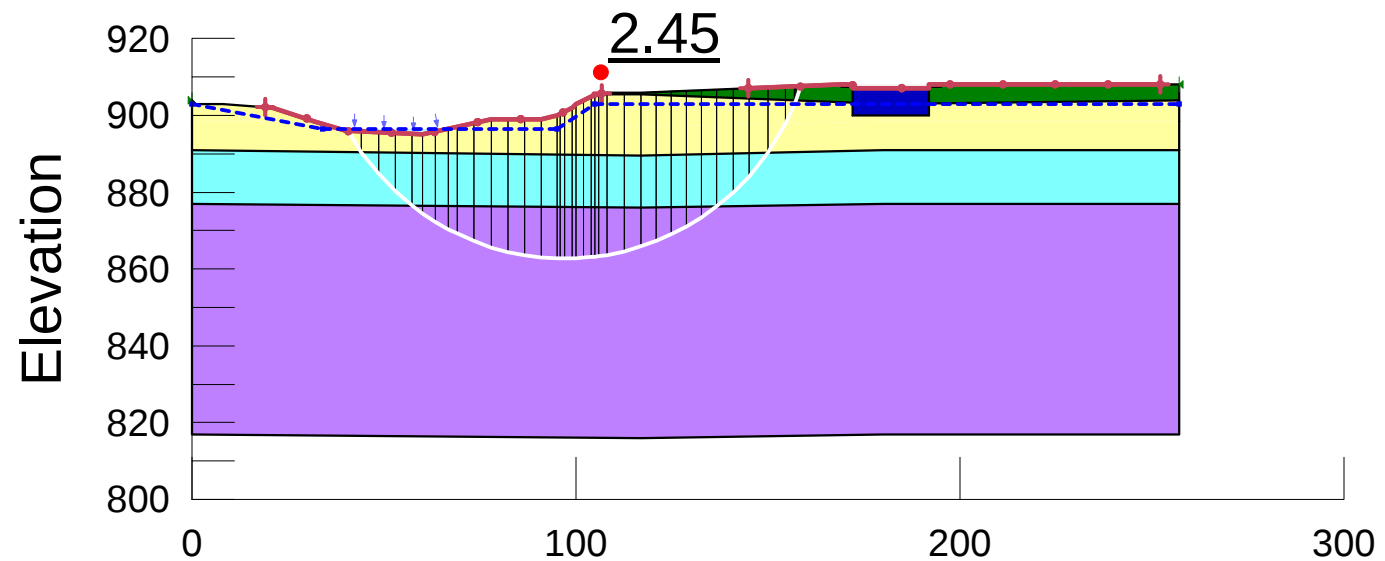


Figure 3C

Color	Name	Unit Weight (pcf)	Effective Cohesion (psf)	Effective Friction Angle (°)
Concrete	Concrete	145		
Lower Brenna - CD	Lower Brenna - CD	102.5	0	14.5
Sherack - CD	Sherack - CD	111	0	17
Topsoil	Topsoil	110	100	10
Upper Brenna - CD	Upper Brenna - CD	106	0	17.5
Water	Water	62.4	0	0

Title: Marc Knutson Pool
Name: Proposed Pool - Long Term (CD) - Normal Pool
Analysis Type: Morgenstern-Price
Date: 12/19/2024

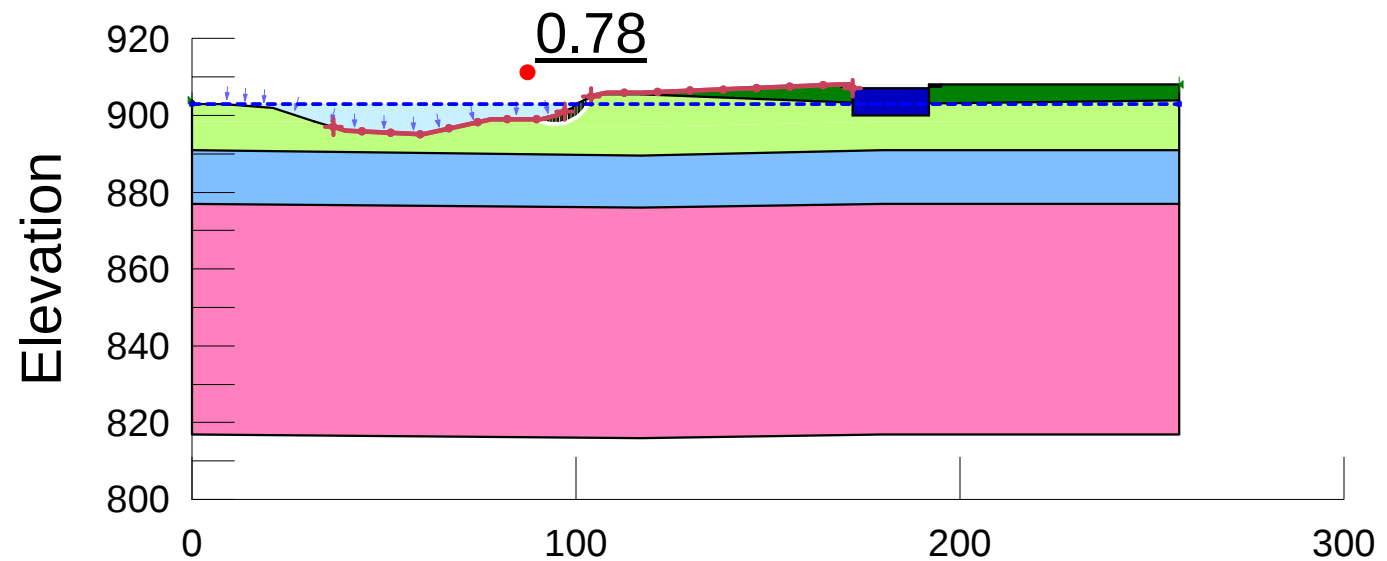


Figure 3D

Color	Name	Unit Weight (pcf)	Effective Cohesion (psf)	Effective Friction Angle (°)
Concrete	Concrete	145		
Lower Brenna - CD	Lower Brenna - CD	102.5	0	14.5
Sherack - CD	Sherack - CD	111	0	17
Topsoil	Topsoil	110	100	10
Upper Brenna - CD	Upper Brenna - CD	106	0	17.5
Water	Water	62.4	0	0

Title: Marc Knutson Pool
Name: Proposed Pool - Long Term (CD) - Low Pool
Analysis Type: Morgenstern-Price
Date: 12/19/2024

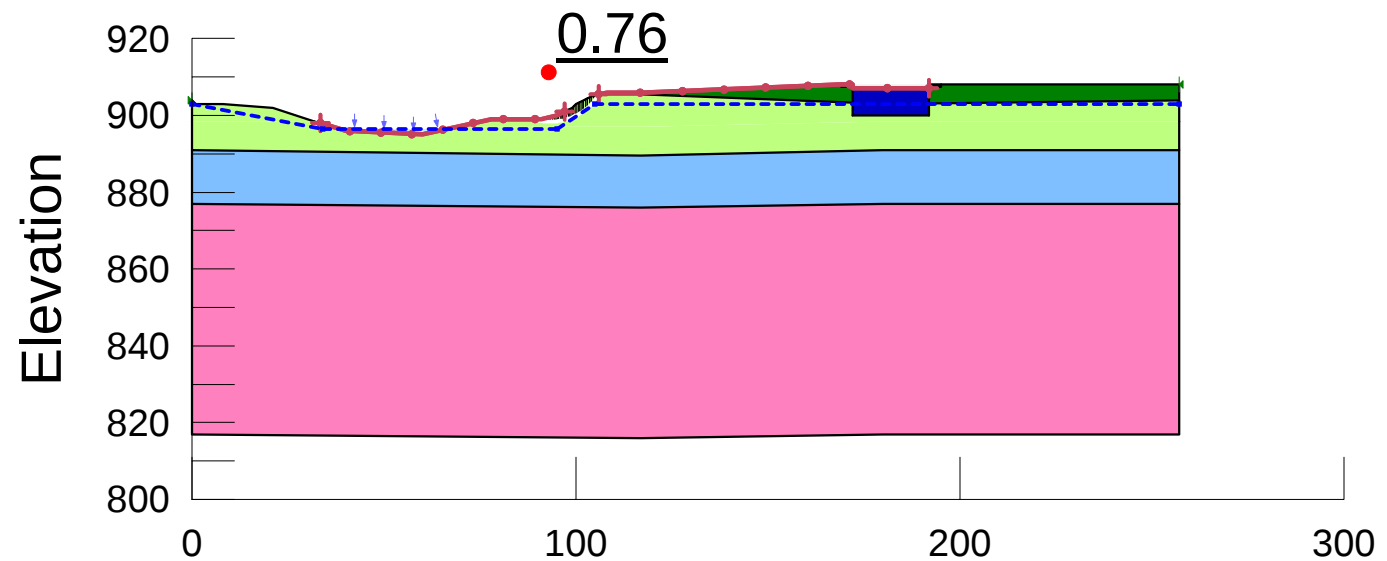


Figure 3E

Color	Name	Unit Weight (pcf)	Effective Cohesion (psf)	Effective Friction Angle (°)
Concrete	Concrete	145		
Lower Brenna - CD	Lower Brenna - CD	102.5	0	14.5
Sherack - CD	Sherack - CD	111	0	17
Topsoil	Topsoil	110	100	10
Upper Brenna - CD	Upper Brenna - CD	106	0	17.5
Water	Water	62.4	0	0

Title: Marc Knutson Pool

Name: Proposed Pool - Long Term (CD) - Normal Pool [Excluded]

Analysis Type: Morgenstern-Price

Date: 12/20/2024

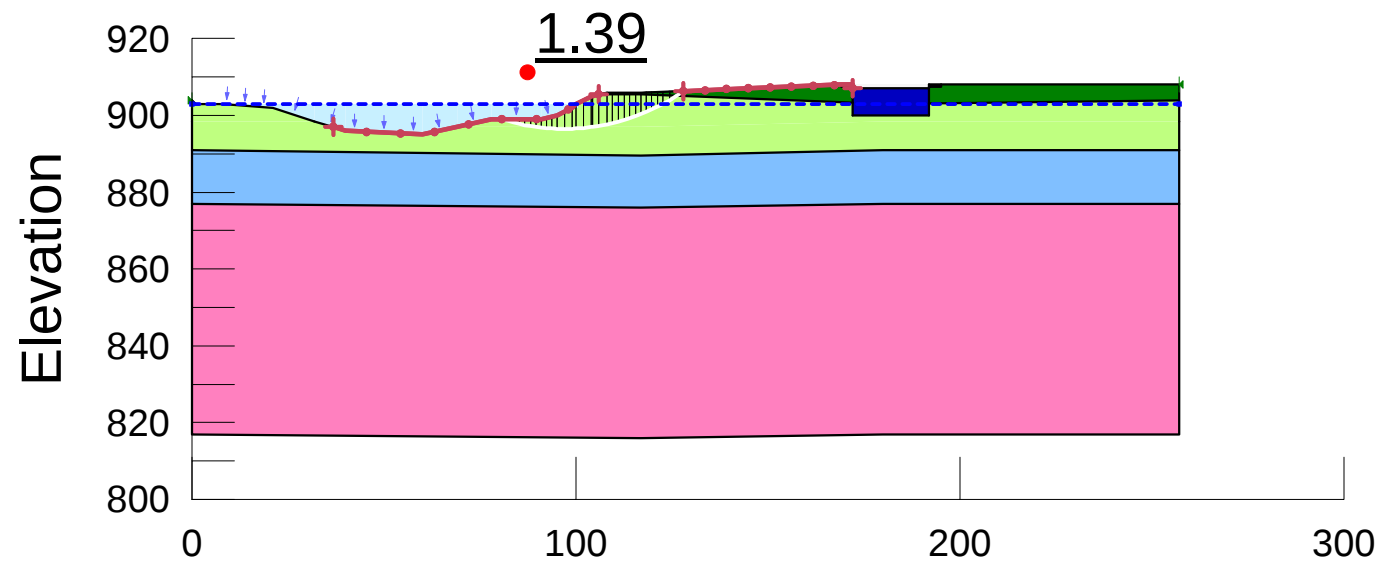
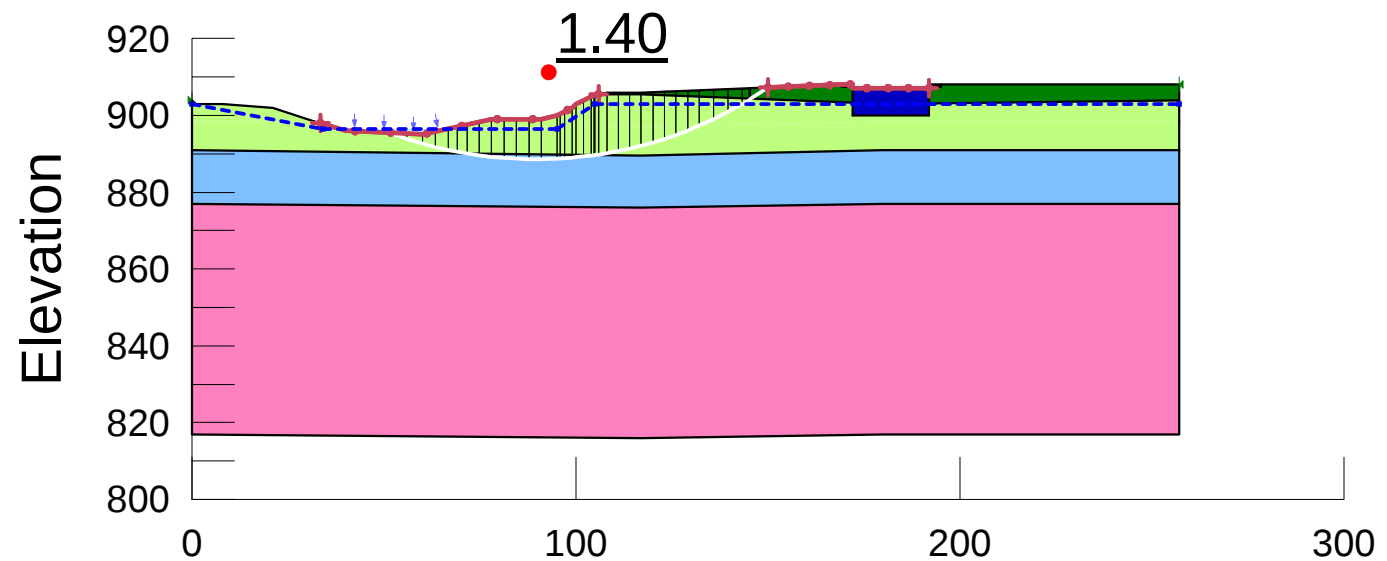


Figure 3F

Color	Name	Unit Weight (pcf)	Effective Cohesion (psf)	Effective Friction Angle (°)
	Concrete	145		
	Lower Brenna - CD	102.5	0	14.5
	Sherack - CD	111	0	17
	Topsoil	110	100	10
	Upper Brenna - CD	106	0	17.5
	Water	62.4	0	0

Title: Marc Knutson Pool
Name: Proposed Pool - Long Term (CD) - Low Pool [Excluded]
Analysis Type: Morgenstern-Price
Date: 12/19/2024



Appendix B

Geotechnical Report Limitations and Guidelines for Use

Appendix B

Geotechnical Report Limitations and Guidelines for Use

Report No. P-0036952

B.1 REFERENCE

This appendix provides information to help you manage your risks relating to subsurface problems which are caused by construction delays, cost overruns, claims, and disputes. This information was developed and provided by GBA¹, of which, we are a member firm.

B.2 RISK MANAGEMENT INFORMATION

B.2.1 Understand the Geotechnical Engineering Services Provided for this Report

Geotechnical engineering services typically include the planning, collection, interpretation, and analysis of exploratory data from widely spaced borings and/or test pits. Field data are combined with results from laboratory tests of soil and rock samples obtained from field exploration (if applicable), observations made during site reconnaissance, and historical information to form one or more models of the expected subsurface conditions beneath the site. Local geology and alterations of the site surface and subsurface by previous and proposed construction are also important considerations. Geotechnical engineers apply their engineering training, experience, and judgment to adapt the requirements of the prospective project to the subsurface model(s). Estimates are made of the subsurface conditions that will likely be exposed during construction as well as the expected performance of foundations and other structures being planned and/or affected by construction activities.

The culmination of these geotechnical engineering services is typically a geotechnical engineering report providing the data obtained, a discussion of the subsurface model(s), the engineering and geologic engineering assessments and analyses made, and the recommendations developed to satisfy the given requirements of the project. These reports may be titled investigations, explorations, studies, assessments, or evaluations. Regardless of the title used, the geotechnical engineering report is an engineering interpretation of the subsurface conditions within the context of the project and does not represent a close examination, systematic inquiry, or thorough investigation of all site and subsurface conditions.

B.2.2 Geotechnical Engineering Services are Performed for Specific Purposes, Persons, and Projects, and At Specific Times

Geotechnical engineers structure their services to meet the specific needs, goals, and risk management preferences of their clients. A geotechnical engineering study conducted for a given civil engineer will not likely meet the needs of a civil-works constructor or even a different civil engineer. Because each geotechnical engineering study is unique, each geotechnical engineering report is unique, prepared solely for the client.

Likewise, geotechnical engineering services are performed for a specific project and purpose. For example, it is unlikely that a geotechnical engineering study for a refrigerated warehouse will be the same as one prepared for a parking garage; and a few borings drilled during a preliminary study to evaluate site feasibility will not be adequate to develop geotechnical design recommendations for the project.

Do not rely on this report if your geotechnical engineer prepared it:

- for a different client;
- for a different project or purpose;
- for a different site (that may or may not include all or a portion of the original site); or
- before important events occurred at the site or adjacent to it; e.g., man-made events like construction or environmental remediation, or natural events like floods, droughts, earthquakes, or groundwater fluctuations.

Note, too, the reliability of a geotechnical-engineering report can be affected by the passage of time, because of factors like changed subsurface conditions; new or modified codes, standards, or regulations; or new techniques or tools. If you are the least bit uncertain about the continued reliability of this report, contact your geotechnical engineer before applying the recommendations in it. A minor amount of additional testing or analysis after the passage of time – if any is required at all – could prevent major problems.

¹ Geoprosessional Business Association, 1300 Piccard Drive, LL14, Rockville, MD 20850
Telephone: 301/565-2733: www.geoprosessional.org, 2019

B.2.3 Read the Full Report

Appendix B

Geotechnical Report Limitations and Guidelines for Use

Report No. P-0036952

Costly problems have occurred because those relying on a geotechnical-engineering report did not read the report in its entirety. Do not rely on an executive summary. Do not read selective elements only. Read and refer to the report in full.

B.2.4 You Need to Inform Your Geotechnical Engineer About Change

Your geotechnical engineer considered unique, project-specific factors when developing the scope of study behind this report and developing the confirmation-dependent recommendations the report conveys. Typical changes that could erode the reliability of this report include those that affect:

- the site's size or shape;
- the elevation, configuration, location, orientation, function or weight of the proposed structure and the desired performance criteria;
- the composition of the design team; or
- project ownership.

As a general rule, always inform your geotechnical engineer of project or site changes – even minor ones – and request an assessment of their impact. The geotechnical engineer who prepared this report cannot accept responsibility or liability for problems that arise because the geotechnical engineer was not informed about developments the engineer otherwise would have considered.

B.2.5 Most of the “Findings” Related in This Report Are Professional Opinions

Before construction begins, geotechnical engineers explore a site's subsurface using various sampling and testing procedures. Geotechnical engineers can observe actual subsurface conditions only at those specific locations where sampling and testing is performed. The data derived from that sampling and testing were reviewed by your geotechnical engineer, who then applied professional judgement to form opinions about subsurface conditions throughout the site. Actual sitewide-subsurface conditions may differ – maybe significantly – from those indicated in this report. Confront that risk by retaining your geotechnical engineer to serve on the design team through project completion to obtain informed guidance quickly, whenever needed.

B.2.6 This Report's Recommendations Are Confirmation-Dependent

The recommendations included in this report – including any options or alternatives – are confirmation-dependent. In other words, they are not final, because the geotechnical engineer who developed them relied heavily on judgement and opinion to do so. Your geotechnical engineer can finalize the recommendations only after observing actual subsurface conditions exposed during construction. If through observation your geotechnical engineer confirms that the conditions assumed to exist actually do exist, the recommendations can be relied upon, assuming no other changes have occurred. The geotechnical engineer who prepared this report cannot assume responsibility or liability for confirmation-dependent recommendations if you fail to retain that engineer to perform construction observation.

B.2.7 This Report Could Be Misinterpreted

Other design professionals' misinterpretation of geotechnical engineering reports has resulted in costly problems. Confront that risk by having your geotechnical engineer serve as a continuing member of the design team, to:

- confer with other design-team members;
- help develop specifications;
- review pertinent elements of other design professionals' plans and specifications; and
- be available whenever geotechnical engineering guidance is needed.

You should also confront the risk of constructors misinterpreting this report. Do so by retaining your geotechnical engineer to participate in prebid and preconstruction conferences and to perform construction-phase observations.

B.2.8 Give Constructors a Complete Report and Guidance

Some owners and design professionals mistakenly believe they can shift unanticipated-subsurface-conditions liability to constructors by limiting the information they provide for bid preparation. To help prevent the costly, contentious problems this practice has caused, include the complete geotechnical engineering report, along with any attachments or appendices, with your contract documents, but be certain to note conspicuously that you've included the material for information purposes only. To avoid misunderstanding, you may also want to note that “informational purposes” means constructors have no right to rely on the interpretations, opinions, conclusions, or recommendations in the report. Be certain that constructors know they may learn about specific project requirements, including options selected

Appendix B

Geotechnical Report Limitations and Guidelines for Use

Report No. P-0036952

from the report, only from the design drawings and specifications. Remind constructors that they may perform their own studies if they want to, and be sure to allow enough time to permit them to do so. Only then might you be in a position to give constructors the information available to you, while requiring them to at least share some of the financial responsibilities stemming from unanticipated conditions. Conducting prebid and preconstruction conferences can also be valuable in this respect.

B.2.9 Read Responsibility Provisions Closely

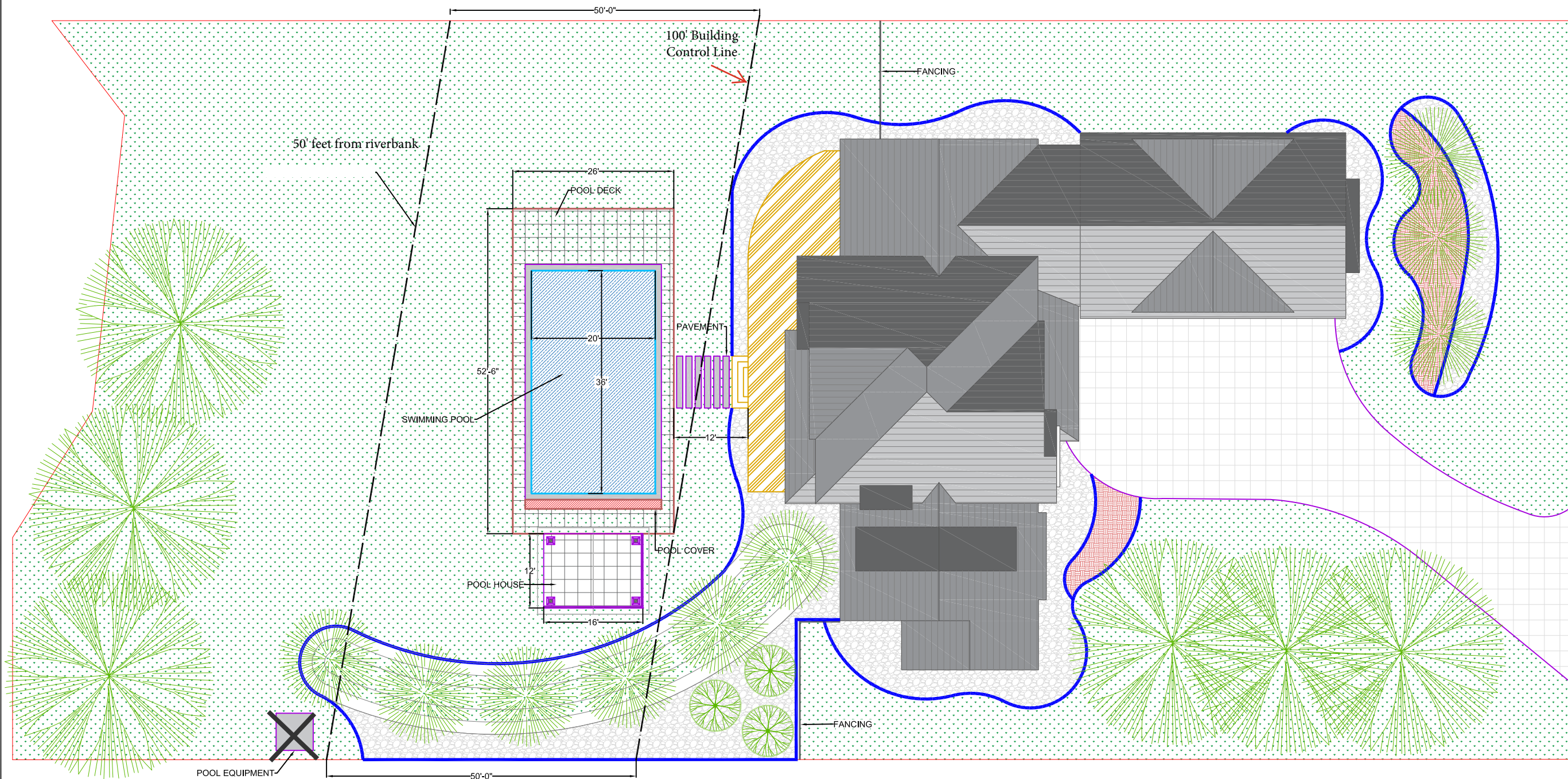
Some client representatives, design professionals, and constructors do not realize that geotechnical engineering is far less exact than other engineering disciplines. This happens in part because soil and rock on project sites are typically heterogeneous and not manufactured materials with well-defined engineering properties like steel and concrete. That lack of understanding has nurtured unrealistic expectations that have resulted in disappointments, delays, cost overruns, claims, and disputes. To confront that risk, geotechnical engineers commonly include explanatory provisions in their reports. Sometimes labeled “limitations,” many of these provisions indicate where geotechnical engineers’ responsibilities begin and end, to help others recognize their own responsibilities and risks. Read these provisions closely. Ask questions. Your geotechnical engineer should respond fully and frankly.

B.2.10 Geoenvironmental Concerns Are Not Covered

The personnel, equipment, and techniques used to perform an environmental study – e.g., a “phase-one” or “phase-two” environmental site assessment – differ significantly from those used to perform a geotechnical engineering study. For that reason, a geotechnical engineering report does not usually provide environmental findings, conclusions, or recommendations; e.g., about the likelihood of encountering underground storage tanks or regulated contaminants. Unanticipated subsurface environmental problems have led to project failures. If you have not obtained your own environmental information about the project site, ask your geotechnical consultant for a recommendation on how to find environmental risk-management guidance.

B.2.11 Obtain Professional Assistance to Deal with Moisture Infiltration and Mold

While your geotechnical engineer may have addressed groundwater, water infiltration, or similar issues in this report, the engineer’s services were not designed, conducted, or intended to prevent migration of moisture – including water vapor – from the soil through building slabs and walls and into the building interior, where it can cause mold growth and material-performance deficiencies. Accordingly, proper implementation of the geotechnical engineer’s recommendations will not of itself be sufficient to prevent moisture infiltration. Confront the risk of moisture infiltration by including building-envelope or mold specialists on the design team. Geotechnical engineers are not building-envelope or mold specialists.



As per applicant, pool equipment will be moved closer to the pool house

SHEYENNE RIVER WAY

MARC & ANNIE KNUTSON



SCALE: TBD

MARC & ANNIE RESIDENCE
LANDSCAPE DESIGN

3110 Sheyenne River Way
West Fargo, ND

Turf Tamers LLC
Landscaping
4200 24th Ave N
Fargo, North Dakota 58102
Phone: 701.356.2990
www.turftamersfargo.com



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PROJECT: marc & Annie Residence
CAD FILE:
DRAWN: Ashfur Rahman
CHECKED:
ISSUED:
REVISIONS: ...
...

SHEET TITLE
LANDSCAPE DESIGN
SHEET NUMBER:
L-01.1

WAIVER AND RELEASE OF LIABILITY AGREEMENT

THIS WAIVER AND RELEASE OF LIABILITY AGREEMENT (the “Waiver and Release”) is entered into on this ____ day of _____, 2025 (the “Effective Date”), by and between the City of West Fargo, a political subdivision of the State of North Dakota, whose principal address is 2515 Sixth Street East, West Fargo, North Dakota 58078 (the “City”); and Marc P. Knutson and Annie K. Knutson, whose post office address is 3110 Sheyenne River Way, West Fargo, North Dakota 58078 (the “Property Owner”).

SECTION 1. PROPERTY; CONSTRUCTION WITHIN SHEYENNE RIVER CORRIDOR OVERLAY.

- a. Property Owner owns property located at 3110 Sheyenne River Way, West Fargo, North Dakota, Parcel Number 02-4478-00090-000 (the “Property”). The Property is located within the CO-SR (Sheyenne River Corridor Overlay) zoning district of the City, which establishes a building control line that restricts structures, parking lots, fill, and other development that may cause increased riverbank destabilization within one hundred (100) feet of the “established riverbank as determined by the City Engineer” (the “Building Control Line Area”).
- b. The Property Owner intends to construct an in-ground swimming pool on the Property, which would encroach the Building Control Line Area along the west side of the property, approximately sixty (60) feet from the established riverbank along the north edge of the pool deck, and approximately seventy-five (75) feet at the south end of the pool.
- c. In accordance with Section 4-431-C.3 of the City’s zoning regulations, the Property Owner applied for a variance to Reduce Required Minimum Building Control Line and provided a soils analysis which demonstrates that soils are sufficiently stable to support the portion of the swimming pool that encroaches in the required Building Control Line Area, which has been reviewed and found to be satisfactory by the City Engineer.
- d. The City’s Planning and Zoning Commission voted to approve the Property Owner’s variance request to reduce the building control line for the Property from one hundred (100) feet to approximately seventy-five (75) feet on the south and approximately sixty (60) feet on the north, and the City Commission, acting as the Board of Adjustment, has approved the same variance request with the condition that the Property Owner enter into this Waiver and Release of Liability Agreement.
- e. The City Staff Report, which includes statements of fact, discussion, maps, and the Braun Intertec Opinion on Riverbank Stability, is attached hereto as Exhibit A.
- f. Property Owner intends to construct the in-ground swimming pool on the Property, at the Property Owner’s own risk, which is within the Building Control Line Area, and the north edge of the pool deck is approximately sixty (60) feet from the established riverbank, and the south end of the pool is approximately seventy-five (75) feet from the established riverbank. Property Owner understands that in consideration of receiving approval of the variance request, Property Owner must review and sign this Waiver and Release.

SECTION 2. ACKNOWLEDGMENT AND ASSUMPTION OF RISK.

Property Owner recognizes and understands that performing construction activities within the Building Control Line Area may expose Property Owner to a variety of hazards and risks, which could be known, unknown, foreseen, and unforeseen. These inherent risks may result in injuries, financial damages, and/or death, which can occur by natural causes or activities of other persons, animals, or third parties, whether by negligence, intentional act, or omission. Property Owner recognizes and acknowledges that the City makes no guarantees, warranties, representations, or other promises relative to the construction activities within the Building Control Line Area.

SECTION 3. WAIVER, RELEASE OF LIABILITY, AND INDEMNIFICATION.

Property Owner, and its agents, contractors, subcontractors, volunteers, and assigns, and any other property owner, individual, or entity which may have a legal interest in the Property, agrees to waive, release, defend, indemnify, and hold the City, and its respective officers, employees, representatives, and agents (the “Released Parties”) harmless from and against any and all liability, claims, demands, actions, or causes of actions whether known, unknown, or contingent for any and all loss, claim, damage, injury, attorney’s fees, or harm of any kind or nature in any way arising out of or relating to any destabilization of the river bank that is determined to have been caused by Property Owner’s construction activities within the Building Control Line Area.

The indemnity obligations contained in this Section 3 shall survive the termination of this Waiver and Release.

SECTION 4. CONSENT.

Property Owner has carefully read this Waiver and Release and fully understands and agrees that by signing below, Property Owner is giving up legal rights and/or remedies that may otherwise be available to Property Owner with respect to the City regarding any injury or losses it may sustain as a result of construction activities within the Building Control Line Area. Property Owner agrees that if any term, provision, or portion of this Waiver and Release is held invalid, the remainder will continue in full force and effect.

SECTION 5. RELIANCE BY THE RELEASED PARTIES.

The Released Parties are entitled to rely upon this Waiver and Release. The parties represent and warrant to each other that the execution and delivery of this Waiver and Release by the undersigned officer of each party has been duly and validly authorized; and, when duly executed, this Waiver and Release will constitute a valid and legally binding and enforceable obligation of each party.

IN WITNESS WHEREOF, the parties have executed this Waiver and Release on the date first written above.

[Remainder of page intentionally left blank.]

CITY:
City of West Fargo, North Dakota

By: _____
Its: President of the Board of
City Commissioners

By: _____
Its: City Auditor

[Signatures continued on the following page.]

PROPERTY OWNER:

By: 
Marc P. Knutson

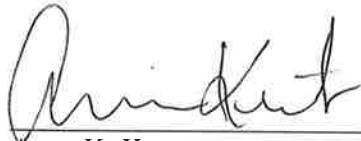
By: 
Anne K. Knutson

Exhibit A



February 28, 2025

**Southeast Cass
Water Resource
District**

Keith Weston
Chairman
Fargo, North Dakota

Dave Branson
Manager
Fargo, North Dakota

Rick Steen
Manager
Fargo, North Dakota

Melissa Hinkemeyer
Director, Secretary-Treasurer

1201 Main Avenue West
West Fargo, ND 58078-1301

701-298-2381
FAX 701-298-2397
wrld@casscountynd.gov
casscountynd.gov

Daniel Hanson, PE
Senior Director of Community & Development
City of West Fargo
2515 6th Street E
West Fargo, ND 58078

Dear Mr. Hanson:

RE: City of West Fargo River Setbacks

As a partner in managing the water resources in and around the City of West Fargo, the Southeast Cass Water Resource District (the District) appreciates the opportunity to review items going before the West Fargo Planning and Zoning Commission.

There have been many requests over the years for variances to the City's 100-foot building control line as a minimum setback from the riverbank. We understand the ordinance allows for structures to be placed as close as 50 feet from the riverbank. In these cases, a professional engineer must conduct a soils analysis stating the soils can accommodate the type of structure proposed and does not increase risk of future damage to the riverbank.

As we have seen over the years, the Sheyenne River is quite dynamic. Bank failures and movement are occurring all the way from upstream of Baldhill Dam to the confluence with the Red River. River Mitigation projects are expensive and permits from both the state and federal level are difficult to obtain.

The District respectfully encourages the City of West Fargo to consider an update to your planning and zoning ordinance that would limit variances on future applications except cases of hardship as determined by the City. This would take future bank sloughing and erosion into account.

Sincerely,

SOUTHEAST CASS WATER RESOURCE DISTRICT

Keith Weston
Chairman



"Consent" or "Regular" Agenda
Item?

[Regular]

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: March 17, 2025

Subject: Improvement District No. 2294 – 6th St and 23rd Ave E – Intersection Improvements

Action: Rescind previously adopted Resolution Declaring Petition for Improvements Received, Approve Engineer's Report and Direct Plans and Specifications

Commission President

Bernie Dardis

Primary Portfolio:

Administrative Services

Secondary Portfolio:

Police & Fire

Commission

Vice President

Brad Olson

Primary Portfolio:

Police & Fire

Secondary Portfolio:

Street, Water & Sewer

Commissioner

Roben Anderson

Primary Portfolio:

Community &
Development Services

Secondary Portfolio:

Administrative Services

Commissioner

Rory Jorgensen

Primary Portfolio:

Sanitation

Secondary Portfolio:

Community &
Development Services

Commissioner

Amy Zundel

Primary Portfolio:

Street, Water & Sewer

Secondary Portfolio:

Sanitation

City Administrator

Dustin T. Scott

New Information and Recommendation:

At the February 24th Commission meeting the city accepted a petition for improvements from the Dakota Medical Foundation (DMF), however the resolution that was passed inaccurately stated that it was from "a majority of the area of property within the District". The DMF property is located within the district, however it does not constitute a majority of the area.

Due to this, we are recommending per legal advice to rescind that resolution and the petition for improvements will simply be kept on file.

Additionally, at that same meeting, staff was directed to prepare an Engineer's Report which has been completed and is attached.

Both a signalized intersection and a roundabout option have been explored and both are expected to perform with the roundabout option ultimately being shown by the consultants study to perform better with respect to traffic flow and safety when the area has been built out.

It should be noted that currently the signal is not warranted, but the consultant believes that it would be approved by the NDDOT based off of a 5-year traffic projection. If approved to move forward with Plans and Specifications for a traffic signal option, prior to beginning that design we would work with the NDDOT to get their approval. If it is found that the NDDOT does not approve of a traffic signal, this item will be brought back to the Commission to request moving forward with a roundabout option.

The following documents are attached for review/consideration:

- Engineer's Report
- Project Improvements Exhibit
- Improvement District Map
- Revised Petition for Improvements (to be filed as stated above)
- Title Opinion
- Associated Resolutions

Staff Recommendation: Rescind previously adopted Resolution Declaring Petition for Improvements Received, Approve Engineer's Report and Direct Plans and Specifications

Background and Project Summary:

Originally improvements to this intersection were proposed in 2023 under Improvement District No. 2280. That Improvement District was ultimately dissolved as a result of 51.8% of the property area within the District protesting its creation.

Policy Analysis:

It is important, given future traffic projections and level of service of the intersection if nothing is completed, to proceed prior to full development of the area to improve the intersection to be able to be functional when development occurs. To not act now will force these improvements in the future when there is far greater traffic to detour, causing disruptions to the 23rd Avenue corridor.

Financial Analysis:

The preliminary cost estimates of the two improvements proposed are as follows:

Traffic Signal: \$1,467,000

Single Lane Roundabout: \$2,313,000

This project is identified in the 2024 approved CIP with an estimated cost of \$2,080,000. The amounts shown above are preliminary and will be refined with an Engineer's Report.

This project is intended to be paid via a combination of Capital Improvement Sales Tax and Economic Development Sales tax funds as well as Special Assessments.

Previously Presented Information and Commission Actions:

2/24/2025-

- **Staff Recommendation:** Accept Petition for Improvements, Create Improvement District No. 2294; and Direct Engineer to prepare an Engineer's Report
- **Commission Action:** Commissioner Zundel moved to approve and prepare the Engineer's Report with both intersection options, and Commissioner Olson seconded to approve. No opposition, motion carried

The previous Improvement District No. 2280 that included the installation of a single lane roundabout was presented and dissolved in late 2023. This project is being brought forward as a new project and Improvement District.

Engineer's Report

(Pursuant to N.D.C.C. 40-22-10)

Improvement District No. 2294

23rd Avenue and 6th Street East Intersection Improvements

General Nature (Scope)

This project was originally proposed to be constructed in 2023 under Improvement District No. 2280, however that project was ultimately dissolved as a result of 51.8% of the property area within the District protesting its creation.

Currently Dakota Medical Foundation (DMF) has proposed a plat and development of property located northwest of this intersection which creates the need for these improvements to move forward so that traffic is able to be accommodated as the surrounding areas are developed.

A study entitled ““The Preserve” Development and 9th St. E/Veterans Blvd Traffic Study” was completed in 2021 it was recommended that further study of the Bluestem and 6th Street E intersections be conducted. Per this recommendation, in February of 2023, a corridor traffic study was completed by Bolton & Menk of the 23rd Avenue corridor and offered conceptual designs and traffic analysis. In that study, it was recommended that a roundabout be installed at the intersection of 23rd Ave and 6th St E.

Bolton & Menk was tasked with and completed a new study of the corridor as there has been a signal installed at the Bluestem intersection since the previous study was completed. The results of this new study revealed that both a signal and a single lane roundabout would provide adequate traffic movement upon ultimate build out of the area.

It should be noted that according to the study, a roundabout will provide the best Level of Service (LOS). It states that a signal provides a 2050 traffic volume conditions Level of Service (LOS) B and the roundabout providing a LOS A, both of which are acceptable.

Currently the study reports that a signal is not warranted under 2024 traffic volumes but does meet warrants under projected 2029 traffic volumes. If a signal is the option that is chosen to move forward with coordination will need to be had with the NDDOT prior to beginning the design efforts.

The proposed project will remove the existing 2-way stop at the intersection of 23rd Ave E and 6th Ave E and install either a single lane roundabout or a signal. This intersection will undergo anticipated traffic growth due to commercial expansion in and around the project area. The project will allow for future growth within the area and will not conflict with the nearby signals at 23rd Ave E and Bluestem Drive E and 23rd Ave E and Veterans Boulevard.

Purpose

This project will improve the intersection with the anticipated commercial growth along the 23rd Ave corridor. Since the corridor was initially studied in 2021, a large medical center has been constructed west of this intersection. With the additional medium to high density office and commercial traffic that development is anticipated to bring, the intersection will require improvement.

Feasibility

The project is consistent with the City of West Fargo Comprehensive Plan and is intended to be paid via a combination of Capital Improvement Sales Tax and Economic Development Sales tax funds as well as Special Assessments.

District Creation Consideration (N.D.C.C 40-22-10)

The Improvement District was created to include all commercial properties that were included in the original Improvement District when 23rd Avenue E was originally constructed.

Estimate of Probable Cost – Traffic Signal

Construction		\$1,167,500.00
Bid Proposal Items	\$934,000	
Contingency (~25%)	\$233,500	
Consultant (Design/Construction)		\$175,125.00
Legal & Administration (5%)		\$58,375.00
Land Acquisition		\$20,000.00
Bonding/Interest (4%)		\$46,000.00
Total Estimated Cost		\$1,467,000

Source of Funds

Special Assessments	\$489,000
City Funds	
Capital Improvement Sales Tax	\$489,000
Economic Development Sales Tax	\$489,000
Total	\$1,467,000

Estimate of Probable Cost – Single Lane Roundabout

Construction		\$1,771,000.00
Bid Proposal Items	\$1,417,000	
Contingency (~25%)	\$354,000	
Consultant (Design/Construction)		\$306,000.00
Legal & Administration (5%)		\$103,000.00
Land Acquisition		\$50,000.00
Bonding/Interest (4%)		\$83,000.00
Total Estimated Cost		\$2,313,000

Source of Funds

Special Assessments	\$771,000
City Funds	
Capital Improvement Sales Tax	\$771,000
Economic Development Sales Tax	\$771,000
Total	\$2,313,000

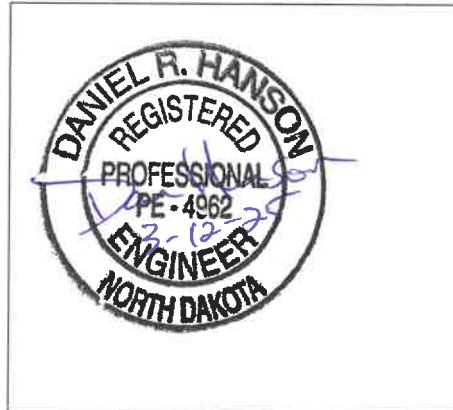
Supporting Documents (available upon request)

- A. Consultant's Feasibility Study
 - a. Itemized Estimate of Probable Cost
 - b. Maps, Drawings, Etc.

The proposed improvements are cost effective and will adhere to city policies as well as applicable state and/or federal regulations.



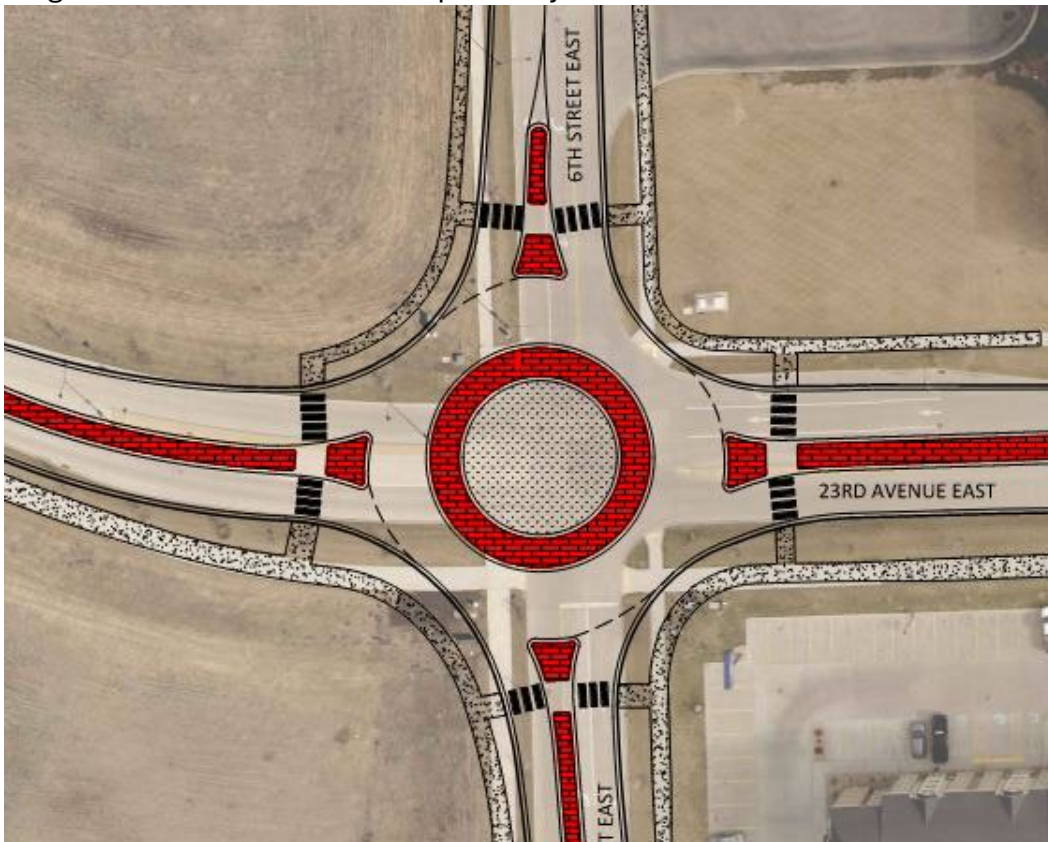
Signing Engineer, P.E.
ND Registration No. 4962

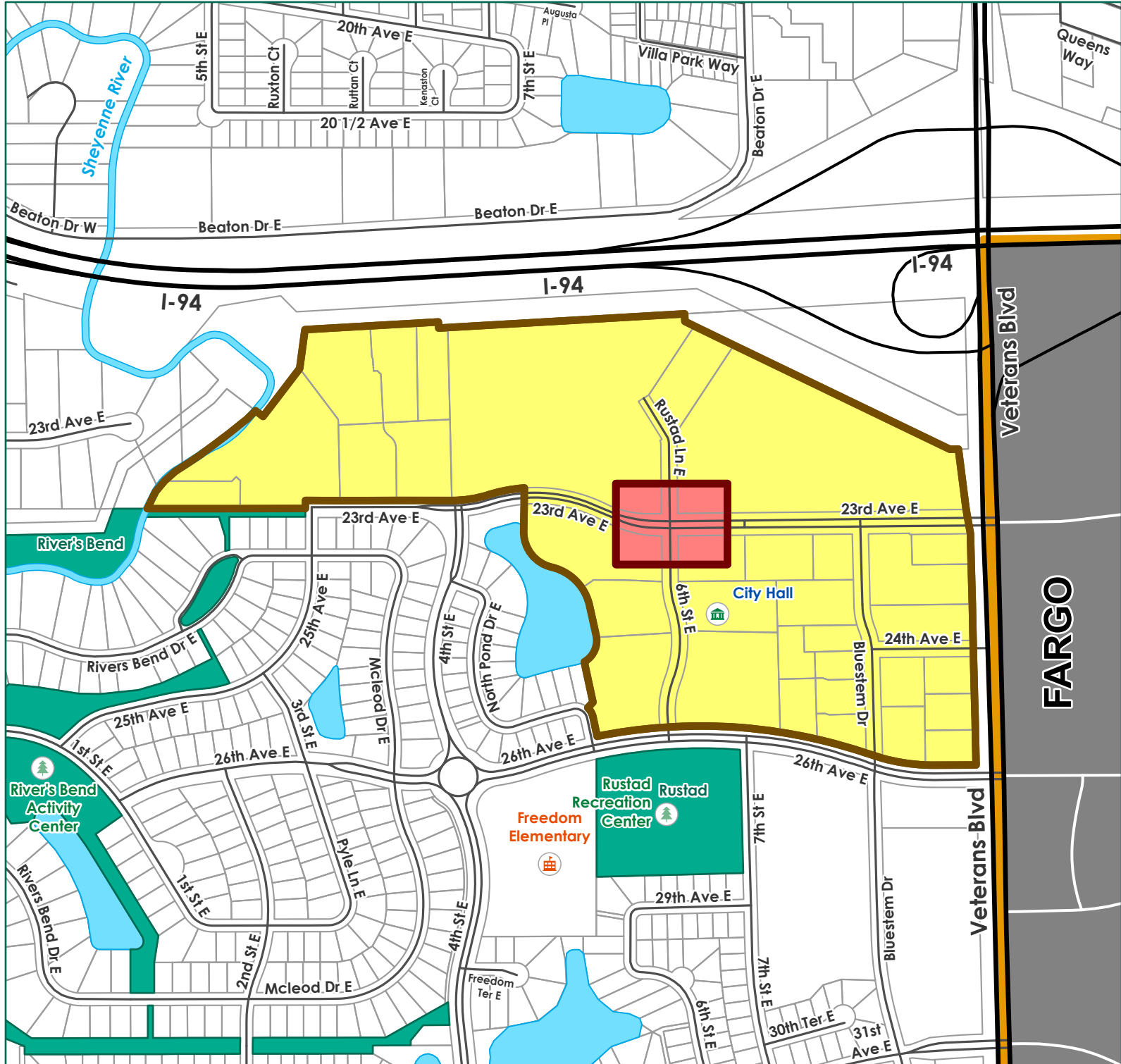


Traffic Signal with Neutral Left and Extended Turn Lanes Conceptual Layout:



Single Lane Roundabout Conceptual Layout:



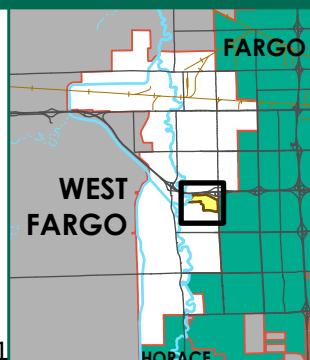


IMPROVEMENT DISTRICT NO. 2294

23rd Ave E and 6th St E Intersection Improvements

Issued: 2/14/2025

Prepared by:



- Project Location
 - Improvement District
 - Parcel Boundary
 - Park District
 - City Limit
- 0 200 400 800 Feet
- N

I/ we Dakota Medical Foundation are the legal and equitable owners of the following described property, to-wit:

Lot 1, Block 1, North Pond at the Preserve 14th Addition

(hereinafter the “**Property**”)

I/we hereby petition the City Commission of the City of West Fargo, Cass County, North Dakota, to create an improvement district for the purpose of constructing the following municipal improvements: Street Improvements to include the installation of either a traffic signal or a roundabout at the intersection of 6th St. E and 23rd Ave. E (hereinafter the “**Improvements**”)

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

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

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

Dated this 12th day of February, 2025.

OWNERS:



J. PATRICK TRAYNOR

EXECUTIVE DIRECTOR

DAKOTA MEDICAL FOUNDATION

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

PRELIMINARY TITLE OPINION

DATE: February 17, 2025

TO: FM Title

ABSTRACT NO.: 67563

NUMBER OF ENTRIES: 1-117, both inclusive

LAST CERTIFIED: February 7, 2025 at 7:59 A.M. by FM Title, Inc.

COVERING AND DESCRIBING: Lot 1, in Block 1, of North Pond at the Preserve Fourteenth Addition to the City of West Fargo, situate in the County of Cass and the State of North Dakota.

TITLE IN: Dakota Medical Foundation obtained title by Deed dated June 15, 2021 and recorded June 15, 2021 at 9:45 a.m. as Document No. 1635856.

ADDED NAMES SEARCHED: Edgewood Properties, LLLP.

SUBJECT TO:

1. 2024 real estate taxes are shown as paid. Tax Parcel No.: 02-4613-00010-000.
2. Mortgage executed by Dakota Medical Foundation to Bell Bank, in the original amount of \$4,250,000.00, dated June 15, 2021 and recorded June 15, 2021 at 9:45 a.m. as Document No. 1635857.
3. Right of Way Easement in favor of Northwestern Bell Telephone Company, dated November 20, 1970 and filed for record January 19, 1972 at 3:05 P.M. in Book R-5 of Misc. on Page 348 as Document No. 455221.
4. Judgment for taking and condemnation in favor of Southeast Cass Water District for right of way to keep, maintain, construct and repair a flood control dyke to the immediate North of the subject property, dated March 1, 1995 and recorded March 3, 1995 at 3:00 p.m. as Document No. 827683. Notice should be taken of the location, scope, and effect of this judgment and easement.
5. An Easement given to City of West Fargo dated June 19, 2014 and recorded June 30, 2014 at 8:00 a.m. as Document No. 1420618. Notice should be taken of the location, scope, and effect of this easement.
6. Declaration of Restrictive Covenants dated July 18, 2017 and recorded July 19, 2017 at 2:28 p.m. as Document No. 1515844.

- 1 7. Declaration Regarding Right of Way dated July 21, 2017 and recorded July 24, 2017 at
2 10:37 a.m. as Document No. 1516211.
3
4 8. Permanent Easement given to City of West Fargo dated September 25, 2018 and recorded
5 October 9, 2018 at 2:04 p.m. as Document No. 1548998.
6
7 9. Dedications and Easements as shown on the Plat of North Pond at the Preserve
8 Fourteenth Addition dated June 7, 2021 and recorded July 26, 2021 at 12:50 p.m. as
9 Document No. 1640162. Notice should be taken of the location, scope and effect of all
10 streets, roadways and easements, as set forth on the plat, as well as any other information
11 that may be obtained from a review of the plat.
12
13 10. Your attention is directed to the attached Appendix A for additional comments which are
14 a part of this Title Opinion.

15 You are charged with the notice of the rights of persons in possession of said premises, the possibility of mechanic's
16 liens, liens of the County Auditor. By statute, certain utilities have filed documents which place you on notice of the
17 possibility of buried underground facilities. Whether such facilities actually do exist is not disclosed by the abstract.
18
19

20 Sincerely,
21 KENNELLY BUSINESS LAW
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Tyler S. Carlson
Attorney at Law

APPENDIX A

ADDITIONAL COMMENTS

Scope of Opinion: Unless otherwise stated, this opinion is written from an examination of the abstract only and the court files of any proceedings that may appear, such as foreclosures, quiet title actions, probate proceedings or tax sales, have not been examined. This opinion is for the sole benefit of the persons or entities by whom we were retained to render the opinion and should not be relied upon by any other persons or entities.

Location of Buildings: Abstracts do not show the location of buildings or improvements. If buildings or other improvements are involved, you must satisfy yourself by survey or other proper investigation that the same lie within the boundaries of the property described in the abstract. Notice should be taken of the location of buildings and improvements, boundary lines, area, easements, encroachments and the like, which can be ascertained by an inspection or survey. Notice should be taken of the availability of access to and from a public highway or street, and any restrictions thereon, and access to public utilities.

Possession: If the premises are occupied by any person other than the person or persons shown as the owner in this opinion, you are charged with notice of whatever rights the occupant may have, and you should satisfy yourself as to what rights, if any, such occupant claims.

1 Zoning Ordinances and Covenants: The abstract does not show the zoning of the property or other restrictions on the use imposed
2 by laws or regulations of governmental agencies. Information as to zoning ordinances and subdivision regulations can be obtained
3 from the Building Inspector, Planning Commission, Zoning Administrator, or other appropriate authority of the appropriate
4 governing jurisdiction in which the property is located.

5
6 Mechanic's Liens Not Now Filed: If any construction or repair has been done on the premises or any material has been furnished
7 on the property, a mechanic's lien may be filed for unpaid accounts for labor or material. The mechanic's lien appears in the abstract
8 only if filed before the date of the last abstractor's certificate.

9
10 Taxes: In North Dakota, the general real estate taxes are not due until the first of January following the year for which they are
11 assessed and levied. In Minnesota, real estate taxes are payable after the first Monday in January and are designated by the year in
12 which they become payable. In neither state are real estate taxes assessed and levied for the current year shown in the abstract.

13
14 Government Regulations: This opinion is based upon the assumption that any and all requirements of state and federal laws and
15 regulations, such as Truth in Lending and the Settlement Procedures Act, have been complied with.

16
17 Special Assessments: The abstract does not cover special improvement or drainage assessments, if any, which have not been
18 certified to the County Auditor for collection. The installments certified for collection are only for the annual installment due
19 during the current year. Annual installments due in future years are not covered by the abstract. The amount of future installments
20 can be obtained from the City Auditor, or if rural property, the County Auditor. In addition, there is a possibility that the State of
21 North Dakota may later file a deferred special assessment lien, which may become a lien superior to your interest in the property.

22
23 V.A. Guaranteed Mortgages: Any mortgage on the property which has been insured or guaranteed by the United States Veterans'
24 Administration may not be subject to the anti-deficiency judgment provisions of North Dakota mortgage law.

25
26 Environmental Concerns: The abstract does not show whether or not there are any underground storage tanks on the property or
27 whether or not any hazardous wastes have been improperly disposed of on the premises. Various Federal and State laws can cause
28 a current owner or purchaser of the property to be liable for the damages caused by such tanks or hazardous wastes even if the acts
29 which caused this damage were done by a prior owner. This opinion does not include a determination of compliance or
30 noncompliance with regard to the existence of hazardous substances, including but not limited to radon gases.

31
32 Uniform Commercial Code: The abstractor's certificate specifically excepts instruments filed under the provisions of the
33 Uniform Commercial Code. No opinion is expressed as to the rights of parties with respect to financing statements, if any, filed
34 under the provisions of the Uniform Commercial Code which might establish a secured interest in goods to be severed from the
35 realty, including crops, oil, gas, minerals, timber or fixtures, or which might establish a secured interest in goods or fixtures
36 which have not become part of the realty.

37
38 Mineral Estate: No opinion is expressed as to the status of the mineral estate or the rights of the owners or holders of mineral
39 estates.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING ENGINEER'S REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the report of the Engineer for the City of West Fargo as to the general nature, purpose and feasibility along with an estimate of the probable cost of the work has been filed with this Board and that the same is hereby approved for Improvement District 2294 – 23rd Avenue and 6th Street East Intersection Improvements.

Dated: March 17, 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 _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____.

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

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER
TO PREPARE PLANS AND SPECIFICATIONS

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of the removal of the existing 2-way stop at the intersection of 23rd Ave E and 6th St E and installing either a traffic signal or constructing a roundabout and made in Improvement District No. 2294 – 23rd Avenue and 6th Street East Intersection Improvements of the City of West Fargo, the City hereby directs Daniel Hanson, the Engineer for the City of West Fargo and being a competent engineer, to prepare plans and specifications for such work.

Dated: March 17, 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 _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____.

The following commissioners were absent and not voting: _____. The following

commissioners voted nay: _____. The majority having voted aye, the motion was carried and the resolution was duly adopted.



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

Commission President

Bernie Dardis
Primary Portfolio:
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: March 17, 2025

Subject: Improvement District No. 1353 – Dakota Medical Foundation Development

Action: Accept Petition for Improvements, Approve Engineer's Report, Direct Plans and Specifications; and Approve Task Order

New Information and Recommendation:

On February 24, 2025, the Commission directed the Engineer to prepare an Engineer's Report for the referenced project. A feasibility study has been completed by the Consultant and the Engineer's Report is attached. Attached is a Petition for Improvements provided by the Developer.

This project will install public utilities and street systems to service the proposed development and is expected to be constructed in 2025.

The feasibility study has been provided to the Developer.

The following documents are attached for review/consideration:

- Engineer's Report
- Project Improvements Exhibit
- Improvement District Map
- Benefit Methodology Map
- Petition For Improvements
- Title Opinion
- Task Order No. 93-1
- Associated Resolutions

Staff Recommendation: Accept Petition for Improvements, Approve Engineer's Report, Direct Plans and Specifications; and Approve Task Order

Financial Analysis:

The estimated cost for this project is \$2,570,000, which includes a 30% contingency. All costs associated with these improvements are to be assessed to abutting properties.

Previously Presented Information and Commission Actions:

2/24/2025-

- **Staff Recommendation:** Create Improvement District No. 1353, Direct Engineer to prepare an Engineer's Report; and Approve Preliminary Work Agreement
- **Commission Action:** Commissioner Jorgensen moved, and Commissioner Zundel seconded to approve. No opposition, motion carried.

Engineer's Report

(Pursuant to N.D.C.C. 40-22-10)

Improvement District No. 1353

Dakota Medical Foundation Development
DMF Addition

General Nature (Scope)

This project will support the development of land located north of 23rd Ave E west of Rustad LN E that is currently being platted as DMF Addition. Work will include New Water Supply, Sewerage, Street Systems and Incidentals located within the proposed DMF Addition subdivision.

A Feasibility Study has been completed to show the infrastructure improvements for the development to be installed. Attached from that report are maps showing the proposed project location, Improvement District and utilities to be constructed.

Purpose

The Developer, Dakota Medical Foundation have expressed that they have companies interested in building in the proposed development and this project. This project will provide city services to 21.09 acres of commercial development within the DMF Addition to include water and sewer mains, storm sewer and streets to be installed to West Fargo Standards and Specifications.

Feasibility

Existing infrastructure in the area is currently established to allow connections and extending of utilities to service the project area. The project is consistent with the City of West Fargo Comprehensive Plan. The project is constructible and funding would be accomplished via the special assessment process.

District Creation Consideration (N.D.C.C 40-22-10)

The Improvement District was created to include all properties abutting the improvements. All properties with the exception of the property owned by the Duluth Trading Company are owned by the Developer. The Duluth Trading Company property is located within the Improvement District in the event that the design benefits their property to a point where special assessments would be assigned to their property. At this point, it is anticipated that the Duluth Trading Company will not receive benefits or special assessments from this project, however that could change upon completion of the design of the development.

Estimate of Probable Cost

Construction		\$1,965,000.00
Bid Proposal Items	\$1,511,637.50	
Contingency (~30%)	\$453,362.50	
Consultant (Design/Construction)		\$407,025.00
Legal & Administration (5%)		\$98,250.00
Land Acquisition		\$20,000.00
Bonding/Interest (4%)		\$79,725.00
Total Estimated Cost		\$2,570,000

Source of Funds

Special Assessments	\$2,570,000
City Funds	\$0
Total	\$2,570,000

Supporting Documents (available upon request)

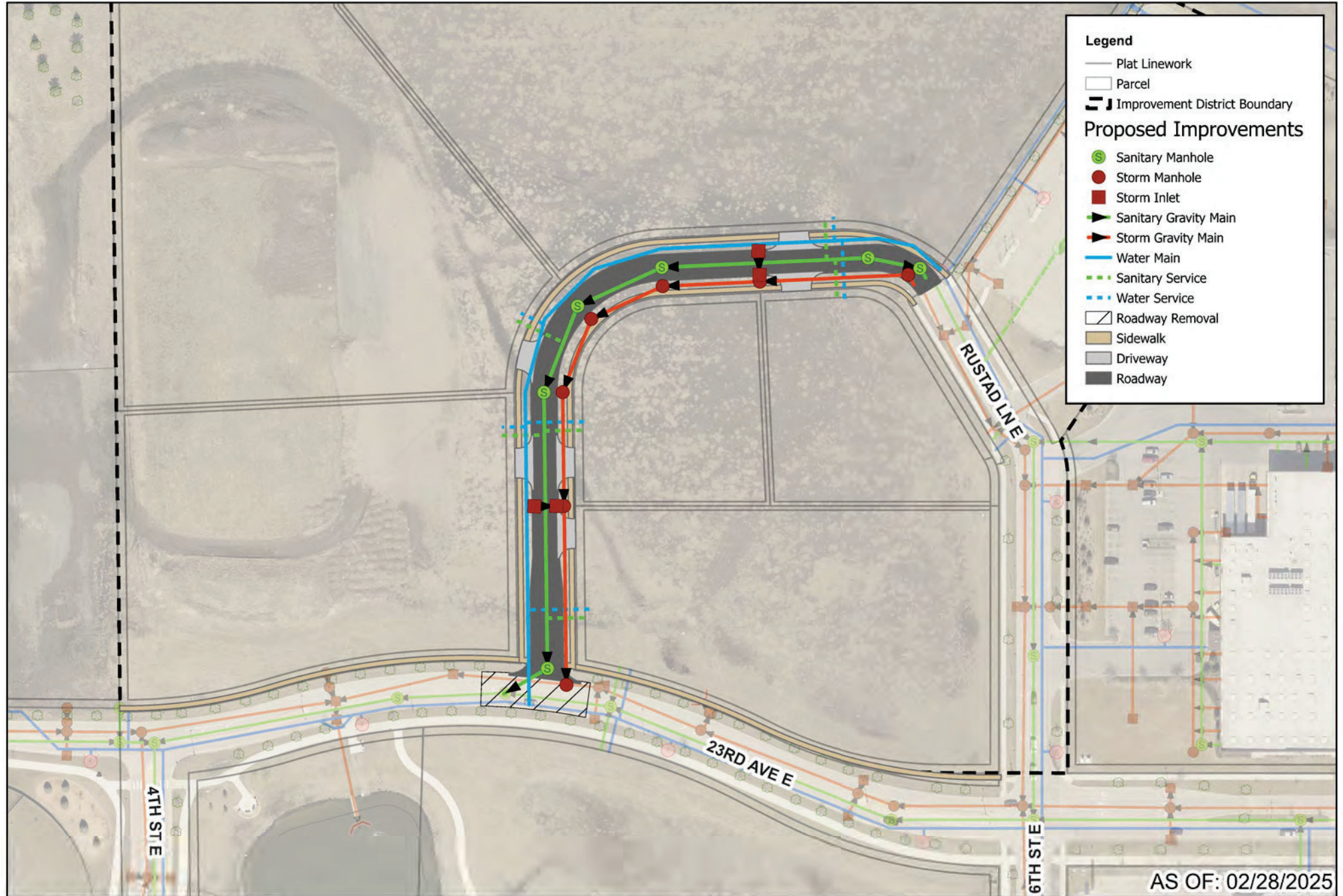
- A. Consultant's Feasibility Study
 - a. Itemized Estimate of Probable Cost
 - b. Maps, Drawings, Etc.
 - c. Petition for Improvements
 - d. Preliminary Plat of DMF Addition
 - e. Preliminary Special Assessment Allocation

The proposed improvements are cost effective and will adhere to city policies as well as applicable state and/or federal regulations.



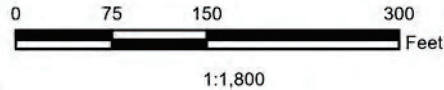
Signing Engineer, P.E.
ND Registration No. 4962

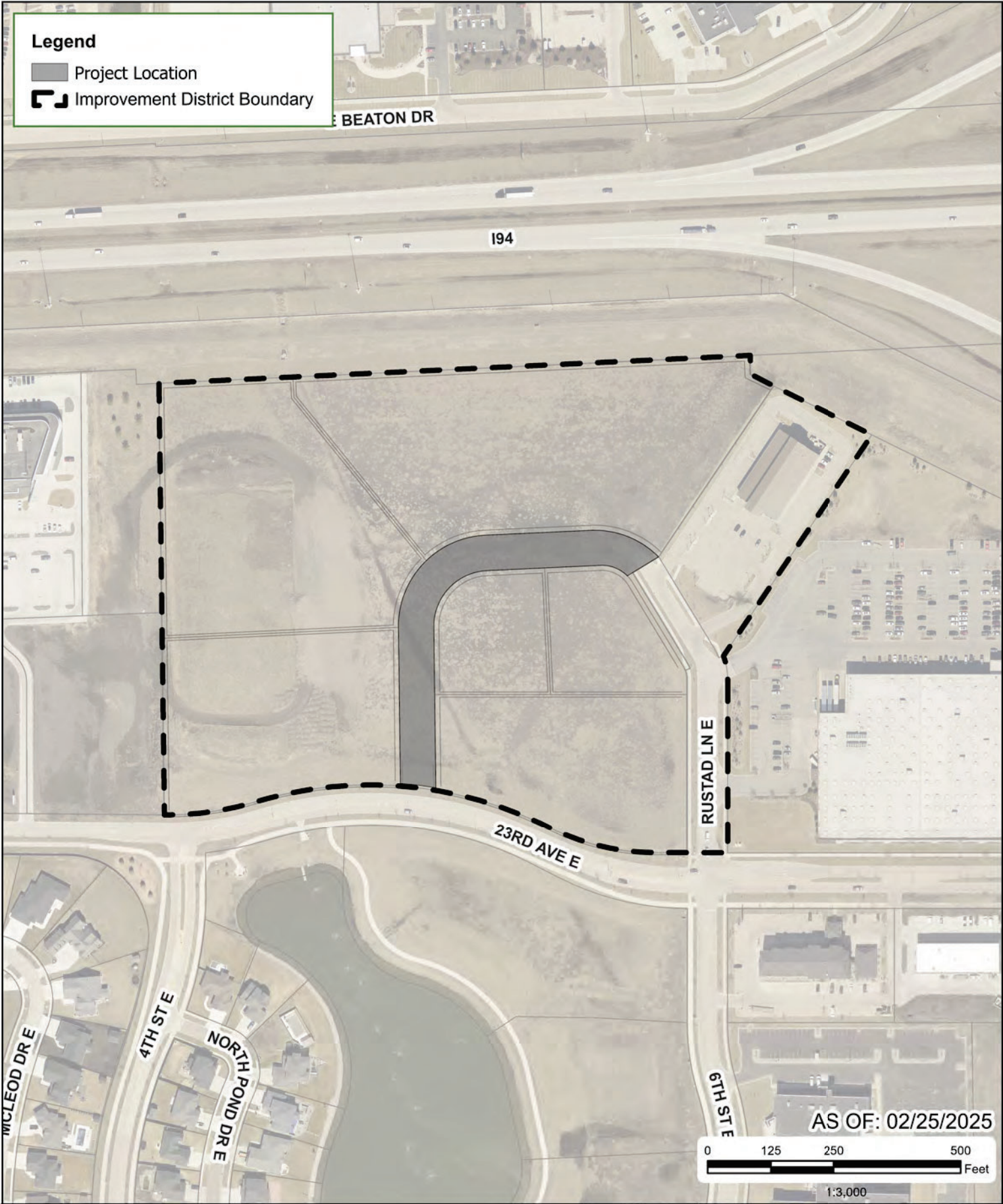




**PROPOSED INFRASTRUCTURE
IMPROVEMENT DISTRICT NO. 1353
WEST FARGO, NORTH DAKOTA**

Created By: TJS Date Created: 02/28/25 Date Saved: 02/28/25 Date Plotted: 02/28/25 Date Exported: 02/24/25
Plotted By: Parcel Date: 02/16/25 Aerial Image: 2024 FM Metro Elevation Data: Lidar
Horizontal Datum: NAD 1983 StatePlane North Dakota South FIPS 3302 Feet Vertical Datum: NAVD1988
Q:\Projects\30000\30000\30018 WFGoND DMFHealthInnovPark1stAdd\GIS\APRX\30018_ProjectMaps\30018_ProjectMaps.aprx





IMPROVEMENT DISTRICT MAP
IMPROVEMENT DISTRICT 1353 - DAKOTA MEDICAL FOUNDATION DEVELOPMENT
WEST FARGO, NORTH DAKOTA

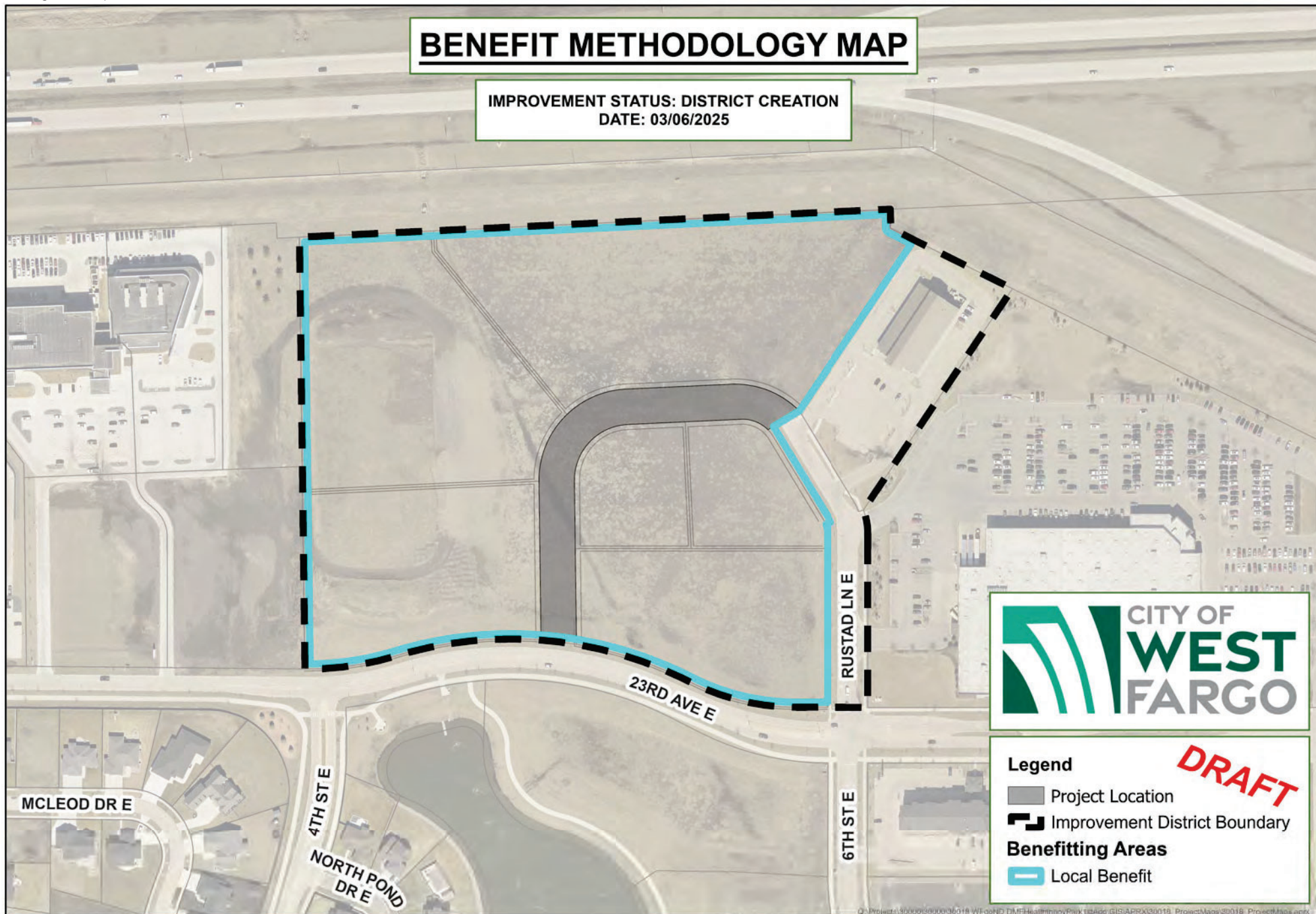
Created By: TJS Date Created: 02/14/25 Date Saved: 02/25/25 Date Exported: 02/24/25
Plotted By: Parcel Date: 01/15/25 Aerial Image: 2024 County NAIP SIDS Elevation Data: Lidar
Horizontal Datum: NAD 1983 StatePlane North Dakota South FIPS 3302 Feet Vertical Datum: NAVD1988
Q:\Projects\30000\30000\30018 WFgoND DMFHealthInnovPark1stAdd\GIS\APRX\30018_ProjectMaps\30018_ProjectMaps.aprx



moore
engineering, inc.

BENEFIT METHODOLOGY MAP

IMPROVEMENT STATUS: DISTRICT CREATION
DATE: 03/06/2025



Legend

- Project Location
- Improvement District Boundary
- Benefitting Areas**
 - Local Benefit

DRAFT

BENEFIT METHODOLOGY
IMPROVEMENT DISTRICT 1353 - DAKOTA MEDICAL FOUNDATION DEVELOPMENT
WEST FARGO, NORTH DAKOTA



0 125 250
Feet
1:3,000



I/we Dakota Medical Foundation are the legal and equitable owners of the following described property, to-wit:

Lot 1, Block 1, North Pond at the Preserve 14th Addition

(hereinafter the "**Property**")

I/we hereby petition the City Commission of the City of West Fargo, Cass County, North Dakota, to create an improvement district for the purpose of constructing the following municipal improvements: Sanitary Sewer, Water Main, Storm Sewer, Paving and Street Lighting (hereinafter the "**Improvements**")

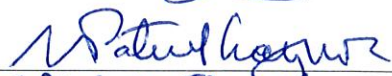
I/We hereby request that the City Commission of the City of West Fargo, Cass County, North Dakota, determine by resolution that a written petition for the **Improvements** signed by the owners of a majority of the area of the **Property** included within the district, has been received and that the resolution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

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

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

Dated this 27th day of FEBRUARY, 2025.

OWNERS:

J. PATRICK TRAINOR

EXECUTIVE DIRECTOR

DAKOTA MEDICAL FOUNDATION

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

PRELIMINARY TITLE OPINION

DATE: February 17, 2025

TO: FM Title

ABSTRACT NO.: 67563

NUMBER OF ENTRIES: 1-117, both inclusive

LAST CERTIFIED: February 7, 2025 at 7:59 A.M. by FM Title, Inc.

COVERING AND DESCRIBING: Lot 1, in Block 1, of North Pond at the Preserve Fourteenth Addition to the City of West Fargo, situate in the County of Cass and the State of North Dakota.

TITLE IN: Dakota Medical Foundation obtained title by Deed dated June 15, 2021 and recorded June 15, 2021 at 9:45 a.m. as Document No. 1635856.

ADDED NAMES SEARCHED: Edgewood Properties, LLLP.

SUBJECT TO:

1. 2024 real estate taxes are shown as paid. Tax Parcel No.: 02-4613-00010-000.
2. Mortgage executed by Dakota Medical Foundation to Bell Bank, in the original amount of \$4,250,000.00, dated June 15, 2021 and recorded June 15, 2021 at 9:45 a.m. as Document No. 1635857.
3. Right of Way Easement in favor of Northwestern Bell Telephone Company, dated November 20, 1970 and filed for record January 19, 1972 at 3:05 P.M. in Book R-5 of Misc. on Page 348 as Document No. 455221.
4. Judgment for taking and condemnation in favor of Southeast Cass Water District for right of way to keep, maintain, construct and repair a flood control dyke to the immediate North of the subject property, dated March 1, 1995 and recorded March 3, 1995 at 3:00 p.m. as Document No. 827683. Notice should be taken of the location, scope, and effect of this judgment and easement.
5. An Easement given to City of West Fargo dated June 19, 2014 and recorded June 30, 2014 at 8:00 a.m. as Document No. 1420618. Notice should be taken of the location, scope, and effect of this easement.
6. Declaration of Restrictive Covenants dated July 18, 2017 and recorded July 19, 2017 at 2:28 p.m. as Document No. 1515844.

- 1 7. Declaration Regarding Right of Way dated July 21, 2017 and recorded July 24, 2017 at
2 10:37 a.m. as Document No. 1516211.
3
4 8. Permanent Easement given to City of West Fargo dated September 25, 2018 and recorded
5 October 9, 2018 at 2:04 p.m. as Document No. 1548998.
6
7 9. Dedications and Easements as shown on the Plat of North Pond at the Preserve
8 Fourteenth Addition dated June 7, 2021 and recorded July 26, 2021 at 12:50 p.m. as
9 Document No. 1640162. Notice should be taken of the location, scope and effect of all
10 streets, roadways and easements, as set forth on the plat, as well as any other information
11 that may be obtained from a review of the plat.
12
13 10. Your attention is directed to the attached Appendix A for additional comments which are
14 a part of this Title Opinion.

15 You are charged with the notice of the rights of persons in possession of said premises, the possibility of mechanic's
16 liens, liens of the County Auditor. By statute, certain utilities have filed documents which place you on notice of the
17 possibility of buried underground facilities. Whether such facilities actually do exist is not disclosed by the abstract.
18
19

20 Sincerely,
21 KENNELLY BUSINESS LAW
22

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24 
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26 Tyler S. Carlson
27 Attorney at Law
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31 **APPENDIX A**
32

33 **ADDITIONAL COMMENTS**
34

35 Scope of Opinion: Unless otherwise stated, this opinion is written from an examination of the abstract only and the court files of
36 any proceedings that may appear, such as foreclosures, quiet title actions, probate proceedings or tax sales, have not been examined.
37 This opinion is for the sole benefit of the persons or entities by whom we were retained to render the opinion and should not be
38 relied upon by any other persons or entities.
39

40 Location of Buildings: Abstracts do not show the location of buildings or improvements. If buildings or other improvements are
41 involved, you must satisfy yourself by survey or other proper investigation that the same lie within the boundaries of the property
42 described in the abstract. Notice should be taken of the location of buildings and improvements, boundary lines, area, easements,
43 encroachments and the like, which can be ascertained by an inspection or survey. Notice should be taken of the availability of
44 access to and from a public highway or street, and any restrictions thereon, and access to public utilities.
45

46 Possession: If the premises are occupied by any person other than the person or persons shown as the owner in this opinion, you
47 are charged with notice of whatever rights the occupant may have, and you should satisfy yourself as to what rights, if any, such
48 occupant claims.
49
50

1 Zoning Ordinances and Covenants: The abstract does not show the zoning of the property or other restrictions on the use imposed
2 by laws or regulations of governmental agencies. Information as to zoning ordinances and subdivision regulations can be obtained
3 from the Building Inspector, Planning Commission, Zoning Administrator, or other appropriate authority of the appropriate
4 governing jurisdiction in which the property is located.

5
6 Mechanic's Liens Not Now Filed: If any construction or repair has been done on the premises or any material has been furnished
7 on the property, a mechanic's lien may be filed for unpaid accounts for labor or material. The mechanic's lien appears in the abstract
8 only if filed before the date of the last abstractor's certificate.

9
10 Taxes: In North Dakota, the general real estate taxes are not due until the first of January following the year for which they are
11 assessed and levied. In Minnesota, real estate taxes are payable after the first Monday in January and are designated by the year in
12 which they become payable. In neither state are real estate taxes assessed and levied for the current year shown in the abstract.

13
14 Government Regulations: This opinion is based upon the assumption that any and all requirements of state and federal laws and
15 regulations, such as Truth in Lending and the Settlement Procedures Act, have been complied with.

16
17 Special Assessments: The abstract does not cover special improvement or drainage assessments, if any, which have not been
18 certified to the County Auditor for collection. The installments certified for collection are only for the annual installment due
19 during the current year. Annual installments due in future years are not covered by the abstract. The amount of future installments
20 can be obtained from the City Auditor, or if rural property, the County Auditor. In addition, there is a possibility that the State of
21 North Dakota may later file a deferred special assessment lien, which may become a lien superior to your interest in the property.

22
23 V.A. Guaranteed Mortgages: Any mortgage on the property which has been insured or guaranteed by the United States Veterans'
24 Administration may not be subject to the anti-deficiency judgment provisions of North Dakota mortgage law.

25
26 Environmental Concerns: The abstract does not show whether or not there are any underground storage tanks on the property or
27 whether or not any hazardous wastes have been improperly disposed of on the premises. Various Federal and State laws can cause
28 a current owner or purchaser of the property to be liable for the damages caused by such tanks or hazardous wastes even if the acts
29 which caused this damage were done by a prior owner. This opinion does not include a determination of compliance or
30 noncompliance with regard to the existence of hazardous substances, including but not limited to radon gases.

31
32 Uniform Commercial Code: The abstractor's certificate specifically excepts instruments filed under the provisions of the
33 Uniform Commercial Code. No opinion is expressed as to the rights of parties with respect to financing statements, if any, filed
34 under the provisions of the Uniform Commercial Code which might establish a secured interest in goods to be severed from the
35 realty, including crops, oil, gas, minerals, timber or fixtures, or which might establish a secured interest in goods or fixtures
36 which have not become part of the realty.

37
38 Mineral Estate: No opinion is expressed as to the status of the mineral estate or the rights of the owners or holders of mineral
39 estates.

PRELIMINARY TITLE OPINION

DATE: February 17, 2025

TO: FM Title

ABSTRACT NO.: 67563

NUMBER OF ENTRIES: 1-117, both inclusive

LAST CERTIFIED: February 7, 2025 at 7:59 A.M. by FM Title, Inc.

COVERING AND DESCRIBING: Lot 1, in Block 1, of North Pond at the Preserve Fourteenth Addition to the City of West Fargo, situate in the County of Cass and the State of North Dakota.

TITLE IN: Dakota Medical Foundation obtained title by Deed dated June 15, 2021 and recorded June 15, 2021 at 9:45 a.m. as Document No. 1635856.

ADDED NAMES SEARCHED: Edgewood Properties, LLLP.

SUBJECT TO:

1. 2024 real estate taxes are shown as paid. Tax Parcel No.: 02-4613-00010-000.
2. Mortgage executed by Dakota Medical Foundation to Bell Bank, in the original amount of \$4,250,000.00, dated June 15, 2021 and recorded June 15, 2021 at 9:45 a.m. as Document No. 1635857.
3. Right of Way Easement in favor of Northwestern Bell Telephone Company, dated November 20, 1970 and filed for record January 19, 1972 at 3:05 P.M. in Book R-5 of Misc. on Page 348 as Document No. 455221.
4. Judgment for taking and condemnation in favor of Southeast Cass Water District for right of way to keep, maintain, construct and repair a flood control dyke to the immediate North of the subject property, dated March 1, 1995 and recorded March 3, 1995 at 3:00 p.m. as Document No. 827683. Notice should be taken of the location, scope, and effect of this judgment and easement.
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Tyler S. Carlson
Attorney at Law

APPENDIX A

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Possession: If the premises are occupied by any person other than the person or persons shown as the owner in this opinion, you are charged with notice of whatever rights the occupant may have, and you should satisfy yourself as to what rights, if any, such occupant claims.

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EXHIBIT A to MSA

Task Order for Basic Design & Construction Contract Administration Services and Additional Services

This is Task Order No. 93-1
consisting of 19 pages.

Task Order 93-1

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: March 3, 2025
- b. Owner: City of West Fargo
- c. Engineer: Moore Engineering, Inc.
- d. Specific Project Title: Improvement District No. 1353
- e. Specific Project Description: Dakota Medical Foundation Development (Rustad Lane East Extension)
- f. Summary of Services: Based upon the anticipated approval of the Engineer's Report on March 17, 2025, the City has requested the design and construction related services Task Order necessary to complete the proposed Dist. 1353 project. The proposed improvements will include the installation of sanitary sewer mains, water mains, storm sewer, and the entire roadway section including roadway pavement, curb & gutter, sidewalks, and streetlights. Furthermore, special assessment administration, potential right-of-way administration, and private utility administration tasks are required to complete this project.

2. Services of Engineer

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

- A. *Preliminary Design Phase – Prior to Preliminary Design, the City will complete any studies, reports, and/or any other work necessary to evaluate project alternatives and estimated costs. Services under this phase will begin once a preferred alternative is determined and the corresponding "Engineer's Report" has been approved by the Board of City Commissioners.*

1. Engineer shall:

- a. Coordinate a meeting with the Owner to review the project and task order to ensure mutual understanding of the objectives, requirements, schedule, etc. prior to starting work.
- b. Prepare Preliminary Design Phase documents consisting of final design criteria, preliminary drawings, outline specifications, and written descriptions of the Specific Project. This shall include

coordination as necessary with Engineer's Subcontractor(s) and/or other consultants employed by the Owner, such as a geotechnical consultant. Any deliverables executed by other Owner consultants, such as technical data, reports, drawings and specifications, etc. shall be provided to Engineer.

- c. In preparing the Preliminary Design Phase documents, use any specific applicable Specific Project Strategies, Technologies, and Techniques authorized by Owner during or following the Study and Report Phase, and include sustainable features, as appropriate, pursuant to Owner's instructions. This shall include coordination as necessary with Engineer's Subcontractor(s) and/or other consultants employed by the Owner, such as a geotechnical consultant. Any deliverables executed by other Owner consultants, such as technical data, reports, drawings and specifications, etc. shall be provided to Engineer.
- d. Provide necessary field surveys, topographic and utility mapping for Engineer's design purposes. Comply with the scope of work and procedure for the identification and mapping of existing utilities selected and authorized by Owner pursuant to advice from Engineer based on ASCE 38, "Standard Guideline for the Collection and Depiction of Existing Subsurface Utility Data." If no such scope of work and procedure for utility mapping has been selected and authorized, then at a minimum the utility mapping will include Engineer contacting utility owners and obtaining available information.
- e. Visit the Site as needed to prepare the Preliminary Design Phase documents.
- f. Advise Owner if additional reports, data, information, or services are necessary and assist Owner in obtaining such reports, data, information, or services.
- g. Continue to assist Owner with Specific Project Strategies, Technologies, and Techniques that Owner has chosen to implement.
- h. Based on the information contained in the Preliminary Design Phase documents, prepare a revised opinion of probable Construction Cost, and assist Owner in tabulating the various cost categories which comprise Total Project Costs.
- i. Obtain and review Owner's instructions regarding Owner's procurement of construction services (including instructions regarding advertisements for bids, instructions to bidders, and requests for proposals, as applicable), Owner's construction contract practices and requirements, insurance and bonding requirements, electronic transmittals during construction, and other information necessary for the finalization of Owner's bidding-related documents (or requests for proposals or other construction procurement documents), and Construction Contract Documents.
- j. Obtain and review copies of Owner's design and construction standards, Owner's standard forms, general conditions (if other than EJCDC® C-700, Standard General Conditions of the Construction Contract, 2018 Edition), supplementary conditions, text, and related documents or content for Engineer to include in the draft bidding-related documents (or requests for proposals or other construction procurement documents), and in the draft Construction Contract Documents, when applicable.
- k. Pursuant to the Task Order schedule, furnish the required number of review copies of the Preliminary Design Phase documents, opinion of probable Construction Cost, and any other Preliminary Design Phase deliverables to Owner, and review them with Owner. Within the time

established in the Task Order schedule, Owner shall submit to Engineer any comments regarding the furnished items.

- I. Pursuant to the Task Order schedule, revise the Preliminary Design Phase documents, opinion of probable Construction Cost, and any other Preliminary Design Phase deliverables in response to Owner's comments, as appropriate, and furnish to Owner the required number of copies of the revised Preliminary Design Phase documents, revised opinion of probable Construction Cost, and any other Preliminary Design Phase deliverables.
2. Engineer's services under the Preliminary Design Phase will be considered complete on the date when Engineer has delivered to Owner the revised Preliminary Design Phase documents, revised opinion of probable Construction Cost, and any other Preliminary Design Phase deliverables.

B. *Final Design Phase*

1. Engineer shall:
 - a. Prepare final Drawings and Specifications indicating the scope, extent, and character of the Work to be performed and furnished by Contractor. This shall include coordination as necessary with Engineer's Subcontractor(s) and/or other consultants employed by the Owner, such as a geotechnical consultant. Any deliverables executed by other Owner consultants, such as technical data, reports, drawings, and specifications, etc. shall be provided to Engineer.
 - b. Visit the Site as needed to assist in preparing the final Drawings and Specifications.
 - c. Advise Owner of any recommended adjustments to the opinion of probable Construction Cost.
 - d. After consultation with Owner, include in the Construction Contract Documents any specific protocols for the transmittal of Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website. Any such protocols shall be applicable to transmittals between and among Owner, Engineer, and Contractor during the Construction Phase and Post-Construction Phase, and unless agreed otherwise shall supersede any conflicting protocols previously established for transmittals between Owner and Engineer.
 - e. After consultation with Owner, identify extent of final rights of way, both temporary and permanent, needed for construction of the project.
 - f. Assist Owner in assembling known reports and drawings of Site conditions, and in identifying the technical data contained in such reports and drawings upon which bidders or other prospective contractors may rely.
 - g. In addition to preparing the final Drawings and Specifications, assemble drafts of other Construction Contract Documents based on specific instructions and contract forms, text, or content received from Owner.
 - h. Prepare or assemble draft bidding-related documents (or requests for proposals or other construction procurement documents), based on the specific bidding or procurement-related instructions and forms, text, or content received from Owner.
 - i. Pursuant to the Task Order schedule, furnish for review by Owner, its legal counsel, and other advisors, the required number of copies of the final Drawings and Specifications, assembled drafts

of other Construction Contract Documents, the draft bidding-related documents (or requests for proposals or other construction procurement documents), and any other Final Design Phase deliverables, and review them with Owner. Within the time required by the Task Order schedule, Owner shall submit to Engineer any comments regarding the furnished items, and any instructions for revisions.

- j. Pursuant to the Task Order schedule, revise the final Drawings and Specifications, assembled drafts of other Construction Contract Documents, the draft bidding-related documents (or requests for proposals or other construction procurement documents), and any other Final Design Phase deliverables in accordance with comments and instructions from the Owner, as appropriate, and submit the required number of final copies of such documents to Owner after receipt of Owner's comments and instructions.
2. Engineer's services under the Final Design Phase will be considered complete on the date when Engineer has delivered to Owner the final Drawings and Specifications, other assembled Construction Contract Documents, bidding-related documents (or requests for proposals or other construction procurement documents), and any other Final Design Phase deliverables.
3. The number of prime contracts for Work designed or specified by Engineer upon which the Engineer's compensation has been established under this Task Order is one.

C. *Bidding or Negotiating Phase*

1. Engineer shall:
 - a. Assist Owner in advertising for and obtaining bids or proposals for the Work, assist Owner in issuing assembled design, contract, and bidding-related documents (or requests for proposals or other construction procurement documents) to prospective contractors, and, where applicable, maintain a record of prospective contractors to which documents have been issued, attend pre-bid conferences, if any, and receive and process contractor deposits or charges for the issued documents.
 - b. Prepare and issue Addenda as appropriate to clarify, correct, or change the issued documents. This shall include coordination as necessary with Engineer's Subcontractor(s) and/or other consultants employed by the Owner, such as a geotechnical consultant. Any addenda from other Owner consultants shall be provided to Engineer.
 - c. Provide information or assistance needed by Owner in the course of any review of proposals or negotiations with prospective contractors.
 - d. Consult with Owner as to the qualifications of prospective contractors.
 - e. Consult with Owner as to the qualifications of Subcontractors, suppliers, and other individuals and entities proposed by prospective contractors, for those portions of the Work as to which review of qualifications is required by the issued documents.
 - f. If the issued documents require, the Engineer shall evaluate and determine the acceptability of "or equals" and substitute materials and equipment proposed by prospective contractors, provided that such proposals are allowed by the bidding-related documents (or requests for proposals or other construction procurement documents) prior to award of contracts for the Work.

- g. Attend the bid opening as needed, prepare bid tabulation sheets to meet Owner's schedule, and assist Owner in evaluating bids or proposals, assembling final contracts for the Work for execution by Owner and Contractor, and in issuing notices of award of such contracts. Bid tabulations will be provided in pdf and spreadsheet format.
 - h. If Owner engages in negotiations with bidders or proposers, assist Owner with respect to technical and engineering issues that arise during the negotiations.
 - i. Coordinate execution of Contract by assembling contract documents for review by Owner, Owner's Attorney, and Contractor and assist in routing contracts between entities to obtain necessary signatures.
2. The Bidding or Negotiating Phase will be considered complete upon commencement of the Construction Phase or upon cessation of negotiations with prospective contractors.

D. *Construction Phase*

- 1. Engineer shall:
 - a. *General Administration of Construction Contract:* Consult with Owner and act as Owner's representative as provided in the Construction Contract. The extent and limitations of the duties, responsibilities, and authority of Engineer shall be as assigned in EJCDC® C-700, Standard General Conditions of the Construction Contract (2018 Edition), prepared by the Engineers Joint Contract Documents Committee, or other construction general conditions specified in the Agreement. If Owner, or Owner and Contractor, modify the duties, responsibilities, and authority of Engineer in the Construction Contract, or modify other terms of the Construction Contract having a direct bearing on Engineer, then Owner shall compensate Engineer for any related increases in the cost to provide Construction Phase services. Engineer shall not be required to furnish or perform services contrary to Engineer's responsibilities as a licensed professional. All of Owner's instructions to Contractor will be issued through Engineer, which shall have authority to act on behalf of Owner in dealings with Contractor to the extent provided in this Agreement and the Construction Contract except as otherwise provided in writing.
 - b. *Pre-Construction Conference:* Participate in a pre-construction conference prior to commencement of Work at the Site.
 - c. *Electronic Transmittal Protocols:* If the Construction Contract Documents do not specify protocols for the transmittal of Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, then together with Owner and Contractor jointly develop such protocols for transmittals between and among Owner, Contractor, and Engineer during the Construction Phase and Post-Construction Phase.
 - d. *Original Documents:* If requested by Owner to do so, maintain and safeguard during the Construction Phase at least one original printed record version of the Construction Contract Documents, including Drawings and Specifications signed and sealed by Engineer and other design professionals in accordance with applicable Laws and Regulations. Throughout the Construction Phase, make such original printed record version of the Construction Contract Documents available to Contractor and Owner for review.

- e. *Schedules*: Receive, review, and determine the acceptability of any and all schedules that Contractor is required to submit to Engineer, including the Progress Schedule, Schedule of Submittals, and Schedule of Values.
- f. *Baselines and Benchmarks*: As appropriate, establish baselines and benchmarks for locating the Work which in Engineer's judgment are necessary to enable Contractor to proceed.
- g. *Visits to Site and Observation of Construction*: In connection with observations of Contractor's Work while it is in progress:
 - 1) Make visits to the Site at intervals appropriate to the various stages of construction, as Engineer deems necessary, to observe as an experienced and qualified design professional the progress of Contractor's executed Work. Such visits and observations by Engineer, and the Resident Project Representative, if any, are not intended to be exhaustive or to extend to every aspect of the Work or to involve detailed inspections of the Work beyond the responsibilities specifically assigned to Engineer in the Agreement, this Task Order, and the Construction Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment, as assisted by the Resident Project Representative, if any. Based on information obtained during such visits and observations, Engineer will determine in general if the Work is proceeding in accordance with the Construction Contract Documents, and Engineer shall keep Owner informed of the progress of the Work. This shall include coordination as necessary with Engineer's Subcontractor(s) and/or other consultants employed by the Owner for observations requiring their expertise.
 - 2) The purpose of Engineer's visits to the Site, and representation by the Resident Project Representative, if any, at the Site, will be to enable Engineer to better carry out the duties and responsibilities assigned to and undertaken by Engineer during the Construction Phase, and, in addition, by the exercise of Engineer's efforts as an experienced and qualified design professional, to provide for Owner a greater degree of confidence that the completed Work will conform in general to the Construction Contract Documents and that Contractor has implemented and maintained the integrity of the design concept of the completed Project as a functioning whole as indicated in the Construction Contract Documents. Engineer shall not, during such visits or as a result of such observations of the Work, supervise, direct, or have control over the Work, nor shall Engineer have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, for security or safety at the Site, for safety precautions and programs incident to any Constructor's work in progress, for the coordination of the Constructors' work or schedules, nor for any failure of any Constructor to comply with Laws and Regulations applicable to furnishing and performing of its work. Accordingly, Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish or perform the Work, or any portion of the Work, in accordance with the Construction Contract Documents.
- h. *Defective Work*: Reject Work if, on the basis of Engineer's observations, Engineer believes that such Work is defective under the terms and standards set forth in the Construction Contract Documents. Provide recommendations to Owner regarding whether Contractor should correct such Work or remove and replace such Work, or whether Owner should consider accepting such Work as provided in the Construction Contract Documents.

- i. *Compatibility with Design Concept:* If Engineer has express knowledge that a specific part of the Work that is not defective under the terms and standards set forth in the Construction Contract Documents is nonetheless not compatible with the design concept of the completed Project as a functioning whole, then inform Owner of such incompatibility, and provide recommendations for addressing such Work.
- j. *Clarifications and Interpretations:* Accept from Contractor and Owner submittal of all matters in question concerning the requirements of the Construction Contract Documents (sometimes referred to as requests for information or interpretation—RFIs), or relating to the acceptability of the Work under the Construction Contract Documents. With reasonable promptness, render a written clarification, interpretation, or decision on the issue submitted, or initiate an amendment or supplement to the Construction Contract Documents. This shall include coordination as necessary with Engineer's Subcontractor(s) and/or other consultants employed by the Owner. Any clarifications, interpretation, or decision shall be provided by the Owner's applicable consultant.
- k. *Field Orders:* Subject to any limitations in the Construction Contract Documents, Engineer may prepare and issue Field Orders requiring minor changes in the Work.
- l. *Change Orders and Work Change Directives:* Recommend Change Orders and Work Change Directives to Owner, as appropriate, and prepare Change Orders and Work Change Directives as required.
- m. *Differing Site Conditions:* Respond to any notice from Contractor of differing site conditions, including conditions relating to underground facilities such as utilities, and hazardous environmental conditions. Promptly conduct reviews, obtain information, and prepare findings, conclusions, and recommendations for Owner's use, subject to the limitations and responsibilities under the Agreement and the Construction Contract. This shall include coordination as necessary with Engineer's Subcontractor(s) and/or other consultants employed by the Owner. Any reviews, obtaining of information, and preparation of findings, conclusions, and recommendations shall be provided by the Owner's applicable consultant.
- n. *Non-reviewable matters:* If a submitted matter in question concerns the Engineer's performance of its duties and obligations, or terms and conditions of the Construction Contract Documents that do not involve (1) the performance or acceptability of the Work under the Construction Contract Documents, (2) the design (as set forth in the Drawings, Specifications, or otherwise), or (3) other engineering or technical matters, then Engineer will promptly give written notice to Owner and Contractor that Engineer will not provide a decision or interpretation.
- o. *Shop Drawings, Samples, and Other Submittals:* Review and approve or take other appropriate action with respect to Shop Drawings, Samples, and other required Contractor submittals, but only for conformance with the information given in the Construction Contract Documents and compatibility with the design concept of the completed Project as a functioning whole as indicated by the Construction Contract Documents. Such reviews and approvals or other action will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto. Engineer shall meet any Contractor's submittal schedule that Engineer has accepted.
- p. *Substitutes and "or-equal":* Evaluate and determine the acceptability of substitute or "or-equal" materials and equipment proposed by Contractor.
- q. *Inspections and Tests:*

- 1) Receive and review all certificates of inspections, tests, and approvals required by Laws and Regulations or the Construction Contract Documents. Engineer's review of such certificates will be for the purpose of determining that the results certified indicate compliance with the Construction Contract Documents and will not constitute an independent evaluation that the content or procedures of such inspections, tests, or approvals comply with the requirements of the Construction Contract Documents. Engineer shall be entitled to rely on the results of such inspections and tests.
- 2) As deemed reasonably necessary, request that Contractor uncover Work that is to be inspected, tested, or approved.
- 3) Pursuant to the terms of the Construction Contract, require additional inspections or testing of the Work, whether or not the Work is fabricated, installed, or completed.

r. *Change Proposals and Claims:*

- 1) Review and respond to Change Proposals. Review each duly submitted Change Proposal from Contractor and, within 30 days after receipt of the Contractor's supporting data, either deny the Change Proposal in whole, approve it in whole, or deny it in part and approve it in part. Such actions shall be in writing, with a copy provided to Owner and Contractor. If the Change Proposal does not involve the design (as set forth in the Drawings, Specifications, or otherwise), the acceptability of the Work, or other engineering or technical matters, then Engineer will notify the parties that the Engineer will not resolve the Change Proposal.
- 2) Provide information or data to Owner regarding engineering or technical matters pertaining to Claims. This shall include coordination as necessary with Engineer's Subcontractor(s) and/or other consultants employed by the Owner, such as a geotechnical consultant. Any pertinent information shall be provided to Engineer.

s. *Applications for Payment:* Based on Engineer's observations as an experienced and qualified design professional and on review of Applications for Payment and accompanying supporting documentation:

- 1) Determine the amounts that Engineer recommends Contractor be paid. Recommend reductions in payment (set-offs) based on the provisions for set-offs stated in the Construction Contract.
- 2) Provide justification on pay items that end up over/under the contract quantity.
- 3) Provide final payment spreadsheet as requested by Owner.

t. *Contractor's Completion Documents:* Receive from Contractor, review, and transmit to Owner maintenance and operating instructions, schedules, guarantees, bonds, certificates or other evidence of insurance required by the Construction Contract Documents, certificates of inspection, tests and approvals, and Shop Drawings, Samples, and other data approved as provided under Paragraph 2.D.1.p. Receive from Contractor, review, and transmit to Owner the annotated record documents which are to be assembled by Contractor in accordance with the Construction Contract Documents to obtain final payment. The extent of Engineer's review of record documents shall be to check that Contractor has submitted all pages.

- u. *Substantial Completion*: Promptly after notice from Contractor that Contractor considers the entire Work ready for its intended use, in company with Owner and Contractor, visit the Site to review the Work and determine the status of completion. Follow the procedures in the Construction Contract regarding the preliminary certificate of Substantial Completion, punch list of items to be completed, Owner's objections, notice to Contractor, and issuance of a final certificate of Substantial Completion.
 - v. *Final Notice of Acceptability of the Work*: Conduct a final visit to the specific Project to determine if the Work is complete and acceptable so that Engineer may recommend, in writing, final payment to Contractor. Accompanying the recommendation for final payment, Engineer shall also provide a notice to Owner and Contractor in the form attached hereto as Exhibit A.1 ("Notice of Acceptability of Work") to the best of Engineer's knowledge, information, and belief, and based on the extent of the services provided by Engineer under the Agreement and this Task Order.
 - w. *Standards for Certain Construction-Phase Decisions*: Engineer will render decisions regarding the requirements of the Construction Contract Documents, and judge the acceptability of the Work, pursuant to the specific procedures set forth in the Construction Contract for initial interpretations, Change Proposals, and acceptance of the Work. In rendering such decisions and judgments, Engineer will not show partiality to Owner or Contractor, and will not be liable to Owner, Contractor, or others in connection with any proceedings, interpretations, decisions, or judgments conducted or rendered in good faith.
2. *Duration of Construction Phase*: The Construction Phase will commence with the execution of the first Construction Contract for the specific Project or any part thereof and will terminate upon written recommendation by Engineer for final payment to Contractors. If the specific Project involves more than one prime contract as indicated in Paragraph 2.B.3, then Construction Phase services may be rendered at different times in respect to the separate contracts.

E. *Commissioning Phase*

- 1. Engineer shall:
 - a. Assist Owner in connection with the adjusting of Specific Project equipment and systems.
 - b. Assist Owner in training Owner's staff to operate and maintain Specific Project equipment and systems.
 - c. Prepare operation and maintenance manuals.
 - d. Assist Owner in developing procedures for (a) control of the operation and maintenance of Specific Project equipment and systems, and (b) related record-keeping.
 - e. Prepare and furnish to Owner Record Drawings showing appropriate record information based on Project annotated record documents received from Contractor. Record Drawings will be supplied in PDF format.

F. *Additional Design Related Services*

- 1. Private Utility Administration

- a. Coordination with private utility entities to obtain current utility maps, conduct map reviews, and communicate potential, significant private utility impacts/conflicts.
- b. Prepare exhibit for City Staff to initiate project communication with private utility entities regarding potential private utility relocations within project boundary.
- c. Schedule and conduct coordination meeting during project design process with City Staff and private utility entities. Prepare meeting minutes and coordinate with City Staff on next steps involving potential utility impacts/conflicts.
- d. Coordinate relocation, if necessary, of existing private utilities, determine existing easements and utility permits to identify the party responsible for utility relocation costs. Coordinate relocation agreements with each utility company and City Staff.

G. *Additional Construction Services*

1. Resident Project Representative

- a. *Resident Project Representative (RPR)*: Provide the services of an RPR at the Site to assist the Engineer and to provide more extensive observation of Contractor's work. Duties, responsibilities, and authority of the RPR are as set forth below. The furnishing of such RPR's services will not limit, extend, or modify Engineer's responsibilities or authority except as expressly set forth below.
 - 1) Engineer shall furnish a Resident Project Representative ("RPR") to assist Engineer in observing progress and quality of the Work. The RPR may provide full time representation or may provide representation to a lesser degree. RPR is Engineer's representative at the Site, will act as directed by and under the supervision of Engineer, and will confer with Engineer regarding RPR's actions.
 - 2) Through RPR's observations of the Work, including field checks of materials and installed equipment, Engineer shall endeavor to provide further protection for Owner against defects and deficiencies in the Work. However, Engineer shall not, as a result of such RPR observations of the Work, supervise, direct, or have control over the Work, nor shall Engineer (including the RPR) have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, for security or safety at the Site, for safety precautions and programs incident to the Work or any Constructor's work in progress, for the coordination of the Constructors' work or schedules, or for any failure of any Constructor to comply with Laws and Regulations applicable to the performing and furnishing of its work. The Engineer (including RPR) neither guarantees the performances of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform the Work, or any portion of the Work, in accordance with the Construction Contract Documents. In addition, the specific terms set forth in in this Task Order, are applicable.
 - 3) The duties and responsibilities of the RPR are as follows:
 - a) *General*: RPR's dealings in matters pertaining to the Work in general shall be with Engineer and Contractor. RPR's dealings with Subcontractors shall only be through or with the full knowledge and approval of Contractor. RPR shall generally communicate with Owner only with the knowledge of and under the direction of Engineer.
 - b) *Schedules*: Review the progress schedule, schedule of Shop Drawing and Sample submittals, schedule of values, and other schedules prepared by

Contractor and consult with Engineer concerning acceptability of such schedules.

- c) *Conferences and Meetings:* Attend meetings with Contractor, such as preconstruction conferences, progress meetings, job conferences, and other Project-related meetings (but not including Contractor's safety meetings), and as appropriate prepare and circulate copies of minutes thereof.
- d) *Safety Compliance:* Comply with Site safety programs, as they apply to RPR, and if required to do so by such safety programs, receive safety training specifically related to RPR's own personal safety while at the Site.
- e) *Liaison*
 - i. Serve as Engineer's liaison with Contractor. Working principally through Contractor's authorized representative or designee, assist in providing information regarding the provisions and intent of the Construction Contract Documents.
 - ii. Assist Engineer in serving as Owner's liaison with Contractor when Contractor's operations affect Owner's on-Site operations.
 - iii. Assist in obtaining from Owner additional details or information, when required for proper execution of the Work.
- f) *Clarifications and Interpretations:* Receive from Contractor submittal of any matters in question concerning the requirements of the Construction Contract Documents (sometimes referred to as requests for information or interpretation—RFIs), or relating to the acceptability of the Work under the Construction Contract Documents. Report to Engineer regarding such RFIs. Report to Engineer when clarifications and interpretations of the Construction Contract Documents are needed, whether as the result of a Contractor RFI or otherwise. Transmit Engineer's clarifications, interpretations, and decisions to Contractor.
- g) *Shop Drawings and Samples*
 - i. Record date of receipt of Samples and Contractor-approved Shop Drawings.
 - ii. Receive Samples that are furnished at the Site by Contractor, and notify Engineer of availability of Samples for examination.
 - iii. Advise Engineer and Contractor of the commencement of any portion of the Work requiring a Shop Drawing or Sample submittal, if RPR believes that the submittal has not been received from Contractor, or has not been approved by Contractor or Engineer.
- h) *Proposed Modifications:* Consider and evaluate Contractor's suggestions for modifications to the Drawings or Specifications, and report such suggestions, together with RPR's recommendations, if any, to Engineer. Transmit Engineer's response (if any) to such suggestions to Contractor.
- i) *Review of Work; Defective Work*
 - i. Report to Engineer whenever RPR believes that any part of the Work is defective under the terms and standards set forth in the Construction Contract Documents, and provide recommendations as to whether such Work should be corrected, removed and replaced, or accepted as provided in the Construction Contract Documents.
 - ii. Inform Engineer of any Work that RPR believes is not defective under the terms and standards set forth in the Construction Contract Documents, but is nonetheless not compatible with the design concept of the completed Project as a functioning whole, and provide recommendations to Engineer for addressing such Work; and

- iii. Advise Engineer of that part of the Work that RPR believes should be uncovered for observation, or requires special testing, inspection, or approval.
- j) Inspections, Tests, and System Start-ups
 - i. Consult with Engineer in advance of scheduled inspections, tests, and systems start-ups.
 - ii. Verify that tests, equipment, and systems start-ups and operating and maintenance training are conducted in the presence of appropriate Owner's personnel, and that Contractor maintains adequate records thereof.
 - iii. Observe, record, and report to Engineer appropriate details relative to the test procedures and systems start-ups.
 - iv. Observe whether Contractor has arranged for inspections required by Laws and Regulations, including but not limited to those to be performed by public or other agencies having jurisdiction over the Work.
 - v. Accompany visiting inspectors representing public or other agencies having jurisdiction over the Work, record the results of these inspections, and report to Engineer.
- k) Records
 - i. Maintain at the Site orderly files for correspondence, reports of job conferences, copies of Construction Contract Documents including all Change Orders, Field Orders, Work Change Directives, Addenda, additional Drawings issued subsequent to the execution of the Construction Contract, RFIs, Engineer's clarifications and interpretations of the Construction Contract Documents, progress reports, Shop Drawing and Sample submittals received from and delivered to Contractor, and other Project-related documents.
 - ii. Prepare a daily report or keep a diary or log book, recording Contractor's hours on the Site, Subcontractors present at the Site, weather conditions, data relative to questions of Change Orders, Field Orders, Work Change Directives, or changed conditions, Site visitors, deliveries of equipment or materials, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to Engineer.
 - iii. Upon request from Owner to Engineer, photograph or video work in progress or Site conditions.
 - iv. Record and maintain accurate, up-to-date lists of the names, addresses, fax numbers, e-mail addresses, websites, and telephone numbers (including mobile numbers) of all Contractors, Subcontractors, and major Suppliers of materials and equipment.
 - v. Maintain records for use in preparing Specific Project documentation.
 - vi. Upon completion of the Work, furnish original set of all RPR Project documentation to Engineer.
- l) Reports
 - i. Furnish to Engineer periodic reports as required of progress of the Work and of Contractor's compliance with the progress schedule and schedule of Shop Drawing and Sample submittals.
 - ii. Draft and recommend to Engineer proposed Change Orders, Work Change Directives, and Field Orders. Obtain backup material from Contractor.

- iii. Furnish to Engineer and Owner copies of all inspection, test, and system start-up reports.
- iv. Immediately inform Engineer of the occurrence of any Site accidents, emergencies, acts of God endangering the Work, possible force majeure or delay events, damage to property by fire or other causes, or the discovery of any potential differing site condition or Constituent of Concern.
- m) *Payment Requests*: Review applications for payment with Contractor for compliance with the established procedure for their submission and forward with recommendations to Engineer, noting particularly the relationship of the payment requested to the schedule of values, Work completed, and materials and equipment delivered at the Site but not incorporated in the Work.
- n) *Certificates, Operation and Maintenance Manuals*: During the course of the Work, verify that materials and equipment certificates, operation and maintenance manuals and other data required by the Contract Documents to be assembled and furnished by Contractor are applicable to the items actually installed and in accordance with the Contract Documents, and have these documents delivered to Engineer for review and forwarding to Owner prior to payment for that part of the Work.
- o) *Completion*:
 - i. Participate in Engineer's visits to the Site regarding Substantial Completion, assist in the determination of Substantial Completion, and prior to the issuance of a Certificate of Substantial Completion, submit a punch list of observed items requiring completion or correction.
 - ii. Participate in Engineer's visit to the Site in the company of, Owner, and Contractor, to determine completion of the Work, and prepare a final punch list of items to be completed or corrected by Contractor.
 - iii. Observe whether all items on the final punch list have been completed or corrected, and make recommendations to Engineer concerning acceptance and issuance of the Notice of Acceptability of the Work (Exhibit A.1).
- 4) Resident Project Representative shall not:
 - a) Authorize any deviation from the Construction Contract Documents or substitution of materials or equipment (including "or-equal" items).
 - b) Exceed limitations of Engineer's authority as set forth in this Agreement.
 - c) Undertake any of the responsibilities of Contractor, Subcontractors, or Suppliers, or any Constructor.
 - d) Advise on, issue directions relative to, or assume control over any aspect of the means, methods, techniques, sequences or procedures of the Work, by Contractor or any other Constructor.
 - e) Advise on, issue directions regarding, or assume control over security or safety practices, precautions, and programs in connection with the activities or operations of Owner or Contractor.
 - f) Participate in specialized field or laboratory tests or inspections conducted off-site by others except as specifically authorized by Engineer.
 - g) Accept Shop Drawing or Sample submittals from anyone other than Contractor.
 - h) Authorize Owner to occupy the Specific Project in whole or in part

2. Construction Staking

- a. The below list of infrastructure categories define the standard frequency of which the Engineer will provide construction staking for one time during the project, if applicable.
- b. Water Mains/ Force Mains
 - 1) Centerline with offsets at 50' intervals
 - 2) Cut stakes to top of pipe with hubs, if plan calls for specified grades
 - 3) Curb Stop Locations
- c. Storm-Sanitary Sewers
 - 1) Centerline stakes with offsets and cuts to inverts at 50' intervals
 - 2) Manholes with offsets
 - 3) Inlets with offsets
 - 4) Wye locations
 - 5) Service ends with grades
- d. Streets
 - 1) Initial dirt grade stakes with lath every 100' and at high and low
 - 2) Subgrade blue tops for centerline and curb and gutter areas if so specified in construction contract
 - 3) Centerline gravel blue tops if so specified in construction contract
 - 4) Curb & gutter flow line stakes with offsets every 25'
 - 5) Concrete Paving grade stakes with offset at 25' intervals plus high and low points
- e. Lift Stations (without buildings)
 - 1) Location & elevation of rim and invert centerline of wet well, dry well, and/or check valve manhole.
- f. Buildings
 - 1) Location & elevation of corners of first floor with offsets.
 - 2) Location & elevation of corners of footing with offsets.
- g. Sidewalks/Multi-Use Paths
 - 1) Elevation & location of "Outside" finished edge (one edge) of Sidewalk or Multi-Use Path @ 25' stationing.
- h. Channels/Embankments
 - 1) Centerline cut/fill, daylights, and temporary construction easement limits (every 200').
 - 2) Culvert alignment, lengths, and invert elevations with offsets.
 - 3) Structure locations and invert elevations with offsets.
- i. Ponds/Lakes
 - 1) Location and elevation of bottom of lake/pond every 200'.
 - 2) Location and elevation of changes in slopes (i.e. hinges) every 200'.
 - 3) Location and elevation of contour defining bottom of planting area used to protect slopes every 200'.
 - 4) Topsoil stripping location every 200'.
 - 5) Three elevation control points.
- 3. Record Drawing Administration

- a. Collect survey ("gps") points of surface infrastructure features, which may include manholes, catch basins, curb stops, valves, hydrants, street lights and other similar items.
- b. Collect survey ("gps") points of subsurface/3D infrastructure features, which may include approximate center of structure, invert elevations within manholes, air release valve & boxes, or water main gate valve & boxes, and other similar items.
- c. Prepare and furnish to Owner Record Drawings and Record GIS Data showing appropriate record information based on survey ("gps") points illustrating significant changes made to surface infrastructure features in addition to Project annotated record documents received from Contractor.
- d. GIS data will be supplied in shapefile format to be supplied to the City for use within City webmap. The infrastructure records will be modified based on the survey data and reflected accordingly within the GIS files.
- e. Record Drawings will be supplied in DWG and PDF format and survey ("gps") points will be supplied in CSV format.
- f. Additional Record Drawing deliverables to be prepared in GIS for the following project stages include the following:
 - 1) After Award of Construction Contract
 - 2) After installation of underground utilities
 - 3) After winter shut-down of the construction efforts
 - 4) After the project is ready for final payment completion date
 - 5) Other Owner requested intermediate project stages

H. *Additional Funding Services*

1. Special Assessment Administration

- a. 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) After bid results compiled
 - 2) After Projected Final intermediately completed during construction (as directed by Owner)
 - 3) Final map and allocation spreadsheet with Final Costs provided by City.
- b. As directed by the Owner, prepare presentation documents and attend meetings with the Special Assessment Commission and/or Board of City Commissioners.
 - 1) Task order includes two Special Assessment Commission meetings and one meeting with the City Commission.
- c. Provide public communications as directed regarding special assessments for the improvement(s) related to this Task Order.
- d. Provide funding administrative support services related to any requirements identified specifically by funding sources.

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 services covered by the Basic Design and Construction Contract Administration Services will terminate twelve months after the commencement of the Construction Contract's correction period.

5. Payments to Engineer

- A. City shall pay Engineer for services rendered under this Task Order as follows:
 - a. Compensation for services outlined in the Preliminary Design, Final Design, Bidding or Negotiation, Construction, and Commissioning Phases shall be made according to the following table:

Project Type	Preliminary Design, Final Design, Bidding or Negotiation Phases (% of Final Construction Contract Value plus value of any alternates designed but not constructed)	Construction, and Commissioning Phases (% of Final Construction Contract Value)
All other projects	5.5%	3.0%
Estimated Value of Final Construction Contract		\$1,965,000
Estimated Compensation based on 8.5% of Construction		\$167,025
TOTAL TASK ORDER (TO 93-1)		\$337,025

- b. Compensation for services defined in the Scope of Work as Additional Services shall be on a Time and Material basis in accordance with the Standard Hourly Rates provided to the Owner on an annual basis.
- c. Compensation for services referenced in Exhibit A are summarized in the following table(s).

TASK CATEGORY & TASK	TASK ORDER NO.	PREVIOUS FEE (\$)	INCREASED FEE (\$)	AMENDED MAXIMUM FEE (\$)
Study & Report Services				
Feasibility Study	93	\$20,000		\$20,000
Additional Design Related Services				
Right-of-Way Administration	93	\$5,000		\$5,000
Private Utility Administration	93-1	\$0	\$5,000	\$5,000
Additional Funding Services				
Special Assessment Administration	93 93-1	\$5,000	\$15,000	\$20,000
Additional Construction Services				
Resident Project Representative	93-1	\$0	\$115,000	\$5,000
Construction Staking	93-1	\$0	\$20,000	\$20,000
Record Drawing Administration	93-1	\$0	\$15,000	\$15,000
ADDITIONAL {AMENDED} SERVICES SUBTOTAL (TO 93-1)			\$170,000	
ADDITIONAL {AMENDED} SERVICES SUBTOTAL (93 93-1)		\$30,000	\$170,000	\$200,000

- 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.

Services to be Provided	Estimated Compensation
Additional Services Subtotal	\$200,000
Estimated Compensation based on 8.5% of Construction	\$167,025
TOTAL ESTIMATED COMPENSATION UNDER ALL TASK ORDERS (93 93-1)	\$367,025

- 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

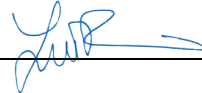
Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by City.

The Effective Date of this Task Order No. 93-1 is March 3, 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 and
Development Services

Title: Chief Production Officer

Engineer License or Firm's 011C
Certificate No. (if required): _____
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 and
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 RELATING TO WRITTEN PETITION BY OWNERS
OF A MAJORITY OF THE AREA OF PROPERTY
WITHIN THE DISTRICT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, Cass County, North Dakota, that it is hereby determined that a written petition for the improvement within Improvement District No. 1353 – New Water Supply, Sewerage, Street Systems; and Incidentals signed by owners of a majority of the area of the property included within the district, has been received.

BE IT FURTHER RESOLVED that the improvement consists of New Water Supply, Sewerage, Street Systems; and Incidentals necessary to service the DMF Addition as well as Lot 1, Block 1 of the North Pond at the Preserve 10th Addition of Improvement District No. 1353 – New Water Supply, Sewerage, Street Systems; and Incidentals .

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

APPROVED:

President of Board of City Commissioners

ATTEST:

City Auditor

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

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING ENGINEER'S REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the report of the Engineer for the City of West Fargo as to the general nature, purpose and feasibility along with an estimate of the probable cost of the work has been filed with this Board and that the same is hereby approved for Improvement District No. 1353 –New Water Supply, Sewerage, Street Systems, and Incidentals.

Dated: March 17, 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 _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____. The following commissioners were absent and not voting: _____. The following commissioners voted nay: _____. The majority having voted aye, the motion was carried and the resolution was duly adopted.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER
TO PREPARE PLANS AND SPECIFICATIONS

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of water main, sanitary sewer, storm sewer, streets, lot services, and other essential infrastructure necessary to service the properties in connection with the abvoce specified improvements, be constructed and made in Improvement District No. 1353 – New Water Supply, Sewerage, Street Systems, and Incidentals of the City of West Fargo, the City hereby directs Daniel Hanson, the Engineer for the City of West Fargo and being a competent engineer, to prepare plans and specifications for such work.

Dated: March 17, 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 _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____. The following commissioners were absent and not voting: _____. The following commissioners voted nay: _____. The majority having voted aye, the motion was carried and the resolution was duly adopted.



"Consent" or "Regular" Agenda
Item?

[Regular]

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: March 17, 2025

Subject: 2025 Concrete Pavement Repair – Various City Locations

Action: Create Project No. 2291, Direct and Approve an Engineer's Report; Direct and Approve Plans and Specifications; and Direct Advertisement for Bids

Commission President

Bernie Dardis

Primary Portfolio:

Administrative Services

Secondary Portfolio:

Police & Fire

**Commission
Vice President**

Brad Olson

Primary Portfolio:

Police & Fire

Secondary Portfolio:

Street, Water & Sewer

Commissioner

Roben Anderson

Primary Portfolio:

Community &

Development Services

Secondary Portfolio:

Administrative Services

Commissioner

Rory Jorgensen

Primary Portfolio:

Sanitation

Secondary Portfolio:

Community &

Development Services

Commissioner

Amy Zundel

Primary Portfolio:

Street, Water & Sewer

Secondary Portfolio:

Sanitation

City Administrator

Dustin T. Scott

New Information and Recommendation:

This project seeks to improve pavement conditions and preserve the integrity of the City's collector and arterial roadway network. Public Works and Engineering have worked together to identify and evaluate locations where concrete pavement is in critical need of full depth repairs. A full-depth repair replaces the concrete section as well as addresses any underlying issues with subgrade materials, which varies due to nature and severity of failures. Pedestrian ramps are included in the project to address deficient ramps within the project area of District 2290 (2025 Public Works Mill & Overlay).

City staff have prepared the attached Engineer's Report and Plans and Specifications. If approved, our intent is to advertise for bid with a bid date of April 17, 2025. Advertisement will be through the City bidding process. City staff will manage the construction of the project.

The following documents are attached for review/consideration:

- Engineer's Report and Itemized Estimate of Probable Cost
- Cover sheet, which represents the Plans and Specifications. (Note: A full plan set is available at the Engineering Department)
- Draft Bid Advertisement – will be published for three weeks.
- Associated Resolutions

Staff Recommendation: Create Project No. 2291 – 2025 Concrete Pavement Repair; Direct and Approve Engineer's Report; Direct and Approve Plans and Specifications; and Direct Advertisement for Bids

Policy Analysis:

A concrete repair project of a similar scope was conducted in 2020, 2021, 2022, 2023, and 2024. As part of a proactive pavement management philosophy, we anticipate similar projects to continue annually. The Engineering Department will continue to collaborate on pavement management projects with Public Works and strive to improve the quality and sustainability of our public streets.

Financial Analysis:

The total estimated cost is \$1,804,000. Proposed funding is capital improvement sales tax. The 2024-2028 Capital Improvement Plan has a budget of \$1,825,000, consisting of \$1,500,000 for Citywide Concrete Pavement Repair and \$325,000 for Pedestrian Ramps. No assessments are proposed with this project.

	Previously Presented Information and Commission Actions:
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	None
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Engineer's Report

(Pursuant to N.D.C.C. 40-22-10)

Project No. 2291

2025 Citywide Concrete Pavement Repair

General Nature (Scope)

The project will complete full depth concrete patching across the entire city as well as reconstruct identified deficient pedestrian ramps. Full depth patching is required on concrete roadways at limited locations where the concrete panels have been damaged. Public Works has helped determine the locations, focusing on critical arterial corridors as much as possible. Public Works has also identified additional locations that need paving that cannot be done by their forces.

Purpose

This project will fix a portion of existing broken concrete panels across the city and will also address pedestrian ramps within the project area of District 2290 (2025 Public Works Mill & Overlay) to address deficiencies. This project is necessary because many concrete panels near castings and along major and minor corridors have become damaged or cracked. Similar projects will continue to be completed in future years as new locations of pavement damage are identified by Public Works and Engineering.

Feasibility

This project has had preliminary engineering and final design completed by the West Fargo Engineering Department. The project has been designed by the Engineering Department and will be bid using the City of West Fargo online bidding process. This project will be administered using existing Engineering Department resources. Similar projects were completed in the past 5 years using the department's resources.

The total estimated cost is \$1,804,000 funding is proposed to be from Capital Improvement Sales Tax revenue. The approved 2024 Capital Improvement Plan has a budget of \$1,825,000, consisting of \$1,500,000 for Citywide Concrete Pavement Repair and \$325,000 for Pedestrian Ramps. No assessments are proposed with this project.

Estimate of Probable Cost

Construction		\$ 1,725,000
Bid Proposal Items	\$ 1,567,370	
Contingency (~10%)	\$ 157,630	
Consultant (Design/Construction)		\$ 0
Consultant (Materials Testing)		\$ 10,000
Legal & Administration (4%)		\$ 69,000
Total Estimated Cost		\$ 1,804,000

Source of Funds

Special Assessments		\$0
City Funds		\$ 1,804,000
Capital Impr. Sales Tax	\$ 1,804,000	
Water/Sewer Revenue	\$ 0	
Water/Sewer Bond	\$ 0	
Total		\$ 1,804,000

Attachments

A. Itemized Estimate of Probable Cost

The proposed improvements are cost effective and will adhere to city policies as well as applicable state and/or federal regulations.



Daniel Hanson, P.E.
ND Registration No. 4962



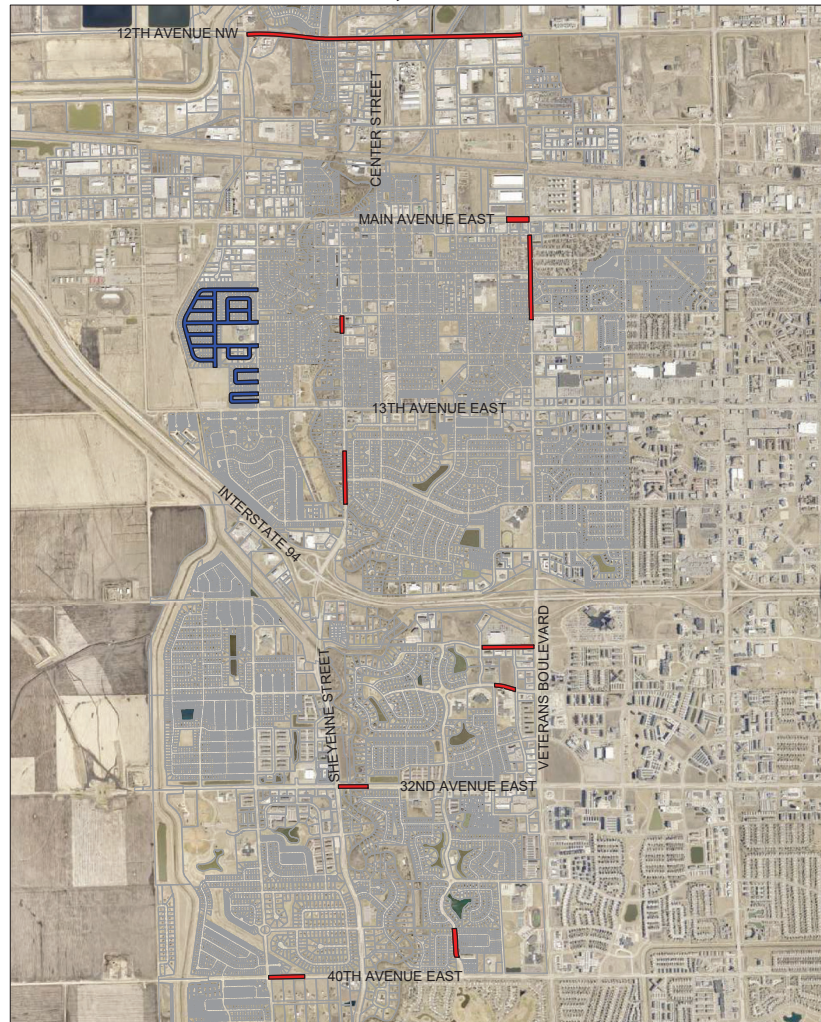
**Improvement Project No. 2291
2025 Concrete Pavement Repair
West Fargo, ND**

ENGINEER'S OPINION OF PROBABLE COST

SPEC	CODE	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL	
Concrete Pavement Repairs							
202	114	REMOVAL OF CONCRETE PAVEMENT	SY	5,160	\$23.00	\$118,680.00	
202	130	REMOVAL OF CURB & GUTTER	LF	1,260	\$10.00	\$12,600.00	
203	138	COMMON EXCAVATION - SUBCUT	CY	290	\$110.00	\$31,900.00	
302	321	AGGREGATE SURFACE COURSE CL 5	CY	290	\$125.00	\$36,250.00	
570	702	8IN CONCRETE PAVEMENT REPAIR-FULL DEPTH-DOWELED	SY	3,600	\$165.00	\$594,000.00	
570	705	10IN CONCRETE PAVEMENT REPAIR-FULL DEPTH-DOWELED	SY	1,600	\$205.00	\$328,000.00	
702	101	MOBILIZATION	LS	1	\$35,000.00	\$35,000.00	
704	1000	TRAFFIC CONTROL	LS	1	\$22,500.00	\$22,500.00	
709	401	GEOTEXTILE FABRIC-TYPE S1	SY	5,200	\$3.75	\$19,500.00	
722	315	FURNISH AND INSTALL MANHOLE - STORM	EA	15	\$900.00	\$13,500.00	
722	300	FURNISH AND INSTALL MANHOLE - SANITARY	EA	15	\$1,450.00	\$21,750.00	
722	3499	FURNISH AND INSTALL INLET	EA	15	\$1,000.00	\$15,000.00	
722	6200	SALVAGE AND REUSE MANHOLE	EA	10	\$875.00	\$8,750.00	
722	6160	SALVAGE AND REUSE INLET	EA	10	\$215.00	\$2,150.00	
722	6140	ADJUST GATE VALVE	EA	5	\$2,850.00	\$14,250.00	
748	140	CURB & GUTTER	LF	1,260	\$58.00	\$73,080.00	
Concrete Pavement Repairs						Construction Subtotal	\$1,346,910.00
						Contingencies (~10%)	\$135,090.00
						Total Construction	\$1,482,000.00
						Materials Testing	\$2,500.00
						Legal & Admin. (4%)	\$59,280.00
TOTAL COST						\$1,543,780.00	
Pedestrian Ramps							
202	114	REMOVAL OF CONCRETE PAVEMENT	SY	420	\$23.00	\$9,660.00	
202	130	REMOVAL OF CURB & GUTTER	LF	1,000	\$10.00	\$10,000.00	
702	101	MOBILIZATION	LS	1	\$7,000.00	\$7,000.00	
704	1000	TRAFFIC CONTROL	LS	1	\$5,000.00	\$5,000.00	
748	140	CURB & GUTTER	LF	1,000	\$58.00	\$58,000.00	
750	115	SIDEWALK CONCRETE 4IN	SY	170	\$90.00	\$15,300.00	
750	140	SIDEWALK CONCRETE 6IN	SY	500	\$134.00	\$67,000.00	
750	2115	DETECTABLE WARNING PANELS	SF	970	\$50.00	\$48,500.00	
Pedestrian Ramps						Construction Subtotal	\$220,460.00
						Contingencies (~10%)	\$22,540.00
						Total Construction	\$243,000.00
						Materials Testing	\$7,500.00
						Legal & Admin. (4%)	\$9,720.00
TOTAL COST						\$260,220.00	
Overall Project						Construction Subtotal	\$1,567,370.00
						Contingencies (~10%)	\$157,630.00
						Total Construction	\$1,725,000.00
						Materials Testing	\$10,000.00
						Legal & Admin. (4%)	\$69,000.00
TOTAL COST						\$1,804,000.00	

PROJECT NO. 2291
2025 CONCRETE PAVEMENT REPAIRS
CONCRETE PAVEMENT REPAIRS & PEDESTRIAN RAMPS
VARIOUS LOCATIONS
WEST FARGO, NORTH DAKOTA

This document
is preliminary
and not for
construction or
implementation
purposes.



LOCATION MAP
NTS

CITY OF WEST FARGO, NORTH DAKOTA
STREET PROJECT NO. 2291 – 2025 CONCRETE PAVEMENT REPAIR
ADVERTISEMENT FOR BIDS

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

Bids for the construction of the Project will be received and accepted via electronic bid (vBid) through QuestCDN until April 17, 2025 at 10:00 a.m. local time. Bids will be viewed and read via video/phone conference at 10:30 a.m. the same day. Mailed or hand delivered bids will not be opened or considered. Link for the video/phone conference is provided at www.westfargond.gov/268/Engineer by clicking the Engineering Project Bid System tab, or at www.questcdn.com.

The Project consists of full depth patch repairs of existing concrete pavement citywide and replacement of existing concrete pedestrian ramps within the area of the 2025 Public Works Mill & Overlay project.

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

Digital project bidding documents will be available at <https://www.westfargond.gov/268/Engineer> by clicking the Project Bid Information tab, or at www.questcdn.com. You may download the complete set of digital documents for a nonrefundable fee of \$42.00 by locating eBidDoc™ Number 9583200 on the website. Please contact QuestCDN.com at 952-233-1632 or info@questcdn.com for assistance in membership registration, downloading and working with this digital project information, and online bid submittal.

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

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

Owner: City of West Fargo
By: Dustin T. Scott
Title: City Administrator
Date: March 17, 2025

Publish Dates: March 26, 2025 April 2, 2025 and April 9, 2025

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION CREATING PROJECT NO. 2291 – CONCRETE PAVEMENT REPAIR 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. 2291 – Concrete Pavement Repair of the City of West Fargo; and

WHEREAS, it is deemed necessary to establish such a concrete pavement repair within the City of West Fargo;

NOW THEREFORE, be it resolved as follows:

That there is hereby created Project No. 2291 – Concrete Pavement Repair of the City of West Fargo, North Dakota.

Dated: March 17, 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.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER TO PREPARE REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain repairs to existing broken concrete pavement panels across the City of West Fargo in connection with the above specified improvements, be constructed and made in of Project No. 2291 – Concrete Pavement Repair the City of West Fargo, the City hereby directs Daniel Hanson, the Engineer for the City of West Fargo and being a competent engineer, to prepare a report as to the general nature, purpose and feasibility of the proposed project and an estimate of the probable cost of the work.

Dated: March 17, 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.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING ENGINEER'S REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the report of the Engineer for the City of West Fargo as to the general nature, purpose and feasibility along with an estimate of the probable cost of the work has been filed with this Board and that the same is hereby approved for Project No. 2291 – Concrete Pavement Repair .

Dated: March 17, 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 _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____. The following commissioners were absent and not voting: _____. The following commissioners voted nay: _____. The majority having voted aye, the motion was carried, and the resolution was duly adopted.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER
TO PREPARE PLANS AND SPECIFICATIONS

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain repairs to existing broken concrete pavements panels across the City of West Fargo in connection with the above specified improvements, be constructed and made in Project No. 2291 – Concrete Pavement Repair of the City of West Fargo, the City hereby directs Daniel Hanson, the Engineer for the City of West Fargo and being a competent engineer, to prepare plans and specifications for such work.

Dated: March 17, 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 _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____. The following commissioners were absent and not voting: _____. The following commissioners voted nay: _____. The majority having voted aye, the motion was carried, and the resolution was duly adopted.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING PLANS AND SPECIFICATIONS FOR
PROJECT NO. 2291 – CONCRETE PAVEMENT REPAIR OF THE CITY OF WEST FARGO

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the plans and specifications and estimates of cost for improvements in Project No. 2291 – Concrete Pavement Repair of the City of West Fargo heretofore prepared by Daniel Hanson, Engineer for the City, be and the same hereby are approved, ratified and confirmed as the plans and specifications and estimates of cost in accordance with which said improvements shall be constructed and the City Auditor shall file the same in his office open to public inspection.

Dated: March 17, 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.

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

RESOLUTION DIRECTING AUDITOR TO
ADVERTISE FOR BIDS

WHEREAS, this Board has heretofore created Project No. 2291 – Concrete Pavement Repair of the City of West Fargo; and

WHEREAS, plans and specifications and estimates of costs for said Project No. 2291 have heretofore been directed to be prepared by the Engineer for the City of West Fargo; and

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

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

NOW THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, Cass County, North Dakota, that the City Auditor be, and she is hereby authorized and directed to cause notice of Advertisement for Bids for the construction of the work heretofore directed to be made in Project No. 2291 – Concrete Pavement Repair to be published once each week for **three** consecutive weeks in *The Forum*, and that the City Engineer will meet via video/phone conference, at a time and date to be determined by the City Auditor, for the purpose of revealing and reading aloud bids submitted electronically prior to the time of such meeting in accordance with such published advertisement for bids for the purpose of taking such other and further action with reference thereto as shall then be deemed necessary and expedient. A link for video/phone conference is provided at www.questcdn.com. Such advertisements shall be published in the form as provided in Section 48-01.2 of the North Dakota Century Code as amended.

Dated: March 17, 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.



To: West Fargo City Commission
From: Willy Galindo, Director of Finance
Date: March 17, 2025
Subject: Street Dept. budget amendment for items that were included under Cap. Impr. Sales Tax Fund
Action: Amend the 2025 Street Department Budget

Commissioner/President

Bernie Dardis

Primary Portfolio:
Administrative Services

Secondary Portfolio:
Police and Fire

Commissioner/VP

Brad Olson

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Street, Water and Sewer

Commissioner

Roben Anderson

Primary Portfolio:
Community &
Development Services

Secondary Portfolio:
Administrative Services

Commissioner

Amy Zundel

Primary Portfolio:
Street, Water and Sewer

Secondary Portfolio:
Sanitation

Commissioner

Rory Jorgensen

Primary Portfolio:
Sanitation

Secondary Portfolio:
Community &
Development Services

Administration

Dustin Scott,
City Administrator
Emily Hagemeister,
Executive Assistant

Summary and Recommendation:

In 2024, the 2025 City budget was approved with the inclusion of \$250,000 to be used for the Street department expenditures, where funds would come from the Capital Improvement Sales Tax Fund.

The Street department included two vehicle purchases as part of its capital equipment budget. However, it was recently discovered that the Street department budget did not include the cost for these vehicles and other street crew expenditures in its departmental budget as it was assumed that the costs were directly budgeted to the Capital Improvement Sales Tax Fund.

The following documents are attached for review/consideration:

- Screenshots from 2025 budget materials presented/approved by the City Commission last year.

Staff Recommendation:

Amend and increase the 2025 Street department budget by \$250,000 for the two vehicle purchases and other street crew expenditures

Financial Analysis:

- Funded through the Capital Sales Tax Fund
- Approved under the 2025 Budget for Street department

Screenshot from the Preliminary Budget presentation on August 5, 2024:


City of West Fargo Public Portal
City Commission Meeting (First) - August 05, 2024

Agenda
Agenda Packet
Minutes

7. Capital Improvement Plan (CIP) - ...
3. Northside Sanitary Sewer Collector ...
1316.3_Agenda Packet_08052024
3. Project No. 2265 - 9th Street NE an ...
2265_Agenda Packet_08052024
10. Review and Request of Approval o ...
2025 Prelim Budget_Aug 5 Commission Meeting
11. City Administrator's Report - Dust ...
No Attachment File
12. Correspondence
No Attachment File
13. Non-Agenda Items
No Attachment File

20 of 33
Automatic Zoom

Putting Numbers to Options

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

Incorporated into revised baseline budget

Awaiting Commission Direction

A CITY ON THE GROW


Screenshot from the Final Budget approved October 7, 2024:

CAPITAL IMPROVEMENT SALES TAX				
Fund		2024 Budget	2025 Budget	% Change 2024-2025
Capital Improvement Sales Tax Revenue	2970	\$ 11,571,138	\$ 12,281,488	6.1%
CAPITAL IMPROVEMENT SALES TAX USES				
Line Item		2025 Budget		
Capital Improvement Plan 2025 Items		\$ 12,553,400		
Capital Improvement Sales Tax Reserves Transfer		\$ 2,697,400		
Street Crew Transfer (not included in CIP)		\$ 250,000		
Department Budgeted Expenses (not included in CIP)		\$ 955,000		
Total Capital Improvement Sales Tax Uses		\$ 16,455,800		

STREETS DEPARTMENT EXPENSES

STREETS 1000-430000					
Line Item	Object Code	2024 Budget	2025 Budget	% Change 2024-2025	Line Item % of Total Dept. Expenses
Permanent Employee Salaries	110	\$ 724,947	\$ 1,002,884	38.3%	26.53%
Social Security	220	\$ 55,458	\$ 76,720	38.3%	2.03%
Retirement	230	\$ 112,023	\$ 157,215	40.3%	4.16%
Workforce Safety Insurance	240	\$ 10,960	\$ 18,336	67.3%	0.49%
Contract Services	307	\$ 30,000	\$ 30,000	0.0%	0.79%
Health Insurance	320	\$ 168,291	\$ 300,354	78.5%	7.94%
Property Insurance	321	\$ -	\$ 40,000	-	1.06%
Liability Insurance	323	\$ 10,000	\$ 10,000	0.0%	0.26%
Travel & Education	340	\$ 15,000	\$ 13,450	-10.3%	0.36%
Telephone	356	\$ 4,319	\$ 4,500	4.2%	0.12%
Landscaping - Public	358	\$ 12,000	\$ 12,000	0.0%	0.32%
Snow/Ice Treatment	377	\$ 215,000	\$ 240,000	11.6%	6.35%
Snow Removal/Mowing	381	\$ 50,000	\$ 50,000	0.0%	1.32%
Radio Repair	382	\$ 500	\$ 500	0.0%	0.01%
Medical/Vaccines	387	\$ 500	\$ 500	0.0%	0.01%
Gravel and Mix	394	\$ 53,000	\$ 60,000	13.2%	1.59%
Recruitment/Employment Testing	399	\$ 1,000	\$ 1,000	0.0%	0.03%
Office Supplies	410	\$ 1,000	\$ 1,000	0.0%	0.03%
Uniforms	422	\$ 10,000	\$ 10,000	0.0%	0.26%
Gas & Oil	424	\$ 200,000	\$ 200,000	0.0%	5.29%
Vehicles Maintenance	427	\$ 110,000	\$ 110,000	0.0%	2.91%
Tools	432	\$ 14,000	\$ 14,000	0.0%	0.37%
Shop Supplies	433	\$ 6,000	\$ 6,000	0.0%	0.16%
Street Sweeping	485	\$ 80,000	\$ 80,000	0.0%	2.12%
Street Striping	486	\$ 75,000	\$ 75,000	0.0%	1.98%
Signs/Signal Lights	487	\$ 65,000	\$ 65,000	0.0%	1.72%
Misc.	490	\$ 1,000	\$ 1,000	0.0%	0.03%
Technology	497	\$ 4,423	\$ 35,000	691.3%	0.93%
Utilities	527	\$ 2,000	\$ 2,000	0.0%	0.05%
Vehicle Purchases - Depreciated	610	\$ 5,000	\$ -	-100.0%	0.00%
Safety Expenses	639	\$ 5,000	\$ 5,000	0.0%	0.13%
Furniture & Equipment - Non Depreciated	641	\$ 5,000	\$ 17,000	240.0%	0.45%
Equipment Lease	657	\$ 552,066	\$ 552,066	0.0%	14.60%
Postage/Freight/Shipping	661	\$ 1,000	\$ 500	-50.0%	0.01%
Memberships	667	\$ -	\$ 500	-	0.01%
Printing	668	\$ 1,000	\$ 1,000	0.0%	0.03%
Street Repairs	722	\$ 100,000	\$ 100,000	0.0%	2.65%
Tech Manuals/Software/Publications	751	\$ 1,000	\$ -	-100.0%	0.00%
Capitalized Assets	870	\$ 1,043,000	\$ 440,000	-57.8%	11.64%
Cost Allocations	880	\$ 95,129	\$ -	-100.0%	0.00%
Transfers Out	890	\$ 47,915	\$ 47,915	0.0%	1.27%
Total Department Expenses:		\$ 3,887,531	\$ 3,780,440	-2.8%	100.00%



To: West Fargo City Commission
From: City Administrator, Dustin Scott
Date: March 17, 2025

Subject: Public Access Channel Installation and Policy

Action: 1. Approve purchase/installation of new equipment and software for Public Access Channel
2. Direct staff to adopt a PAC policy including only City Government Content OR direct staff to identify a separate entity to manage PAC.

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

Amy Zundel

Primary Portfolio:
Street, Water & Sewer

Secondary Portfolio:
Sanitation

Commissioner

Rory Jorgensen

Primary Portfolio:
Sanitation

Secondary Portfolio:
Community &
Development Services

City Administrator

Dustin Scott

Summary and Recommendation:

The City of West Fargo has a Public Access Channel (PAC) through our franchise agreement with Midco. The channel has been used to broadcast City Commission Meetings, official CoWF announcements, religious services and West Fargo High School athletics.

The equipment used for the PAC was part of the old Commission Chamber broadcasting A/V set up. The equipment was outdated and became unusable prior to moving City Hall. Repairs were not feasible and the system could not be moved to the new City Commission Chambers.

Item 1: Does the City Commission want a new system installed?

Staff would coordinate with Midco & Sparklight on external infrastructure to be installed at their cost. The City would need to purchase a laptop and other minor hardware/software for an estimated \$1,000 with an annual software cost of \$720 plus Communication staff time for maintenance of channel content. The system would be tested before going live, and depending on the results, could lead to additional time/expenses.

If CoWF no longer uses the PAC to broadcast City Commission Meetings, they will still be freely accessible on the City's website, Youtube channel, and linked on our social media accounts.

Item 2: Direct staff to adopt a PAC policy including only City Government Content OR direct staff to identify a separate entity to manage PAC.

If the City Commission chooses to install a new system, staff would like to write and adopt a PAC Policy to provide guidance on the content shown on the channel.

Specifically, staff recommends adopting a policy that only allows official City of West Fargo content and prohibits public funds or resources for the broadcasting of religious content, private events or business information. The policy could include content from other public entities; however,

broadcasting would need to be offered equally to the school district, park district, county, etc.

Staff could also explore the possibility of turning the PAC over to a non-profit group. Cities including Moorhead, Grand Forks, and Bismarck have PACs run by non-profit groups who include City Meetings on their channels but independently create or source all other content.

The City of Fargo's franchise agreements grant them two PACs. One is exclusively for City Government content, and one is for all other content. In order to maintain their robust broadcasting schedule, the City of Fargo has staff dedicated to Broadcast Services.

Action:

1. Approve purchase/installation of new equipment and software for Public Access Channel
2. Direct staff to adopt a PAC policy including only City Government Content OR direct staff to identify a separate entity to manage PAC.