

Meeting Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approve Order of Agenda
- E. Approval of Minutes -- July 21, 2025
- F. Building Permits

Consent Agenda - Approve the Following:

- a. Bills
- b. Cyber Incident IT Mutual Aid Agreement between Cass County, City of Fargo and City of West Fargo
- c. Games of Chance for Blessed Sacrament Church
- d. Games of Chance for Friends of the Hansen Family

Regular Agenda

- 1. Public Comment
Members of the public will be allowed 2 minutes and 30 seconds to address the City Commission. Commissioners will not take any official action during this comment period. Please sign up no later than 12 p.m. the day of the City Commission Meeting you wish you attend. [City Commission Meeting Public Comment | West Fargo, ND \(westfargond.gov\)](#)
- 2. Public Hearings (each item will adjourn out of regular meeting into a public hearing)
 - Public Comment Opportunity regarding CDBG funds for the Elson Shores senior housing project -- Aaron Nelson, Director of Planning and Zoning
 - First Reading - Adoption of the City's updated Flood Management Ordinance -- Jerry Wallace, City Engineer
- 3. A24-32, Hope Lutheran Addition, request for subdivision and rezoning from A to R-1A -- Aaron Nelson, Director of Planning and Zoning
- 4. Request for Approval of the 2026 Preliminary Budget -- Willy Galindo, Director of Finance
[City Budget | West Fargo, ND](#)
- 5. Project 9061 Public Works Sanitation Expansion Phase 2 -- Matt Andvik, Director of Public Works
 - Accept Bids and Award Contract
- 6. Project No. 9021 – Wastewater Serviceability and Risk Reduction Study -- Dan Hanson, Senior Director of Community & Development
 - Approve Task Order No. 98-1
- 7. Project No. 9063 – West Fargo Core Area Flooding Study -- Dan Hanson, Senior Director of Community & Development
 - Approve Task order No. 99
- 8. Second Reading of Ordinance 1260 - Legislative Updates -- Katie Schmidt, City Attorney

9. Correspondence
10. Non-Agenda Items
11. Adjourn



Meeting Items

A. Call to Order

The West Fargo City Commission meeting was held in the City of West Fargo Commission Chambers on Monday, July 21, 2025.

B. Pledge of Allegiance

The Pledge of Allegiance was recited.

C. Roll Call

Commissioner Rory Jorgensen – present (virtually via Teams); Commissioner Amy Zundel – present (virtually via Teams); 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 Anderson moved and Commissioner Olson 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 -- July 7, 2025

Commissioner Olson moved and Commissioner Anderson seconded to approve the minutes of July 7, 2025. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the minutes of July 7, 2025, was declared carried.

F. Building Permits

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

Consent Agenda - Approve the Following:

- a. **Bills**
- b. **Second Amendment to the 2005 Agreement – Veteran’s Boulevard**
 - **Approve second Amendment to the 2005 Agreement with the City of Fargo**
- c. **Project No. 1351 – Sanitary Lift Station (SA-27) Rehabilitation**
 - **Approve Plans and Specifications and Direct AD for Bids**
- d. **Improvement District No. 3006 – Westwood Addition Reconstruction**
 - **Approve Resolution Authorizing the Issuance of Wastewater Treatment Improvement Warrant**
- e. **Games of Chance for United Way of Cass Clay on August 20, 2025 at Lights Consulting**
- f. **Approve Resolution for SRF Loan Application**
- g. **Revised Authorization and Delegation of Policy Approval**
- h. **Financial Report as of May 31, 2025**
- i. **Financial Report as of June 30, 2025**

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

Regular Agenda

1. Public Comment

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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)

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

- **A24-32, Hope Lutheran Addition, request for subdivision and rezoning from A to R-1A -- Aaron Nelson, Director of Planning and Zoning**

The Public Hearing for A24-32, Hope Lutheran Addition, request for subdivision and rezoning from A to R-1A 5:45 pm, was opened at 5:45 pm and closed at 6:03 pm. Commissioner Olson moved and Commissioner Anderson seconded to approve A24-32, Hope Lutheran Addition, request for subdivision and rezoning from A to R-1A. Commissioners Jorgensen, Zundel, Olson and Anderson voted aye. No Commissioners present voted nay, Commissioner Dardis recused himself, the motion to approve the minutes of July 7, 2025, was declared carried by a 4:0 vote.

3. Range Use Agreement with Red River Regional Marksmanship Center, Inc.

-- Pete Nielsen, Chief of Police

Commissioner Jorgensen moved and Commissioner Olson seconded to approve the Range Use Agreement with Red River Regional Marksmanship Center, Inc. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the Range Use Agreement with Red River Regional Marksmanship Center, Inc, was declared carried.

4. Present for Approval 2026 Utility Rate Increases -- Matt Andvik, Director of Public Works

Commissioner Olson moved and Commissioner Zundel seconded to approve the 2026 Utility Rate Increase. Commissioners Jorgensen, Zundel, Dardis and Olson voted aye. Commissioner Anderson voted nay, the motion to approve the 2026 Utility Rate Increase, was declared carried by a 4:1 vote.

5. First Reading of Ordinance 1260 - Legislative Updates -- Katie Schmidt, City Attorney

Commissioner Olson moved and Commissioner Jorgensen seconded to approve the first reading of Ordinance 1260 – Legislative Updates. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the first reading of Ordinance 1260 – Legislative Updates was declared carried.

6. Second Reading of Ordinance 1259 - Food Establishments -- Katie Schmidt, City Attorney

Commissioner Anderson approved and Commissioner Zundel seconded to approve the second reading of Ordinance 1259 - Food Establishments. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the second reading of Ordinance 1259 - Food Establishments s was declared carried.

**7. Review of the 2026 Preliminary Budget -- Dustin Scott, City Administrator
City Budget | West Fargo, ND**

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

8. Reschedule September City Commission Meetings -- Dustin Scott, City Administrator

Commissioner Anderson moved and Commissioner Zundel seconded to move the (2) regularly scheduled meetings in September to Monday, September 8 and 22, 2025. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to move the (2) regularly scheduled meetings in September to Monday, September 8 and 22, 2025, was declared carried.



West Fargo City Commission Meeting
West Fargo City Hall Commission Chambers
2515 6th St E, West Fargo 58078
Monday, July 21, 2025 5:30 PM

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

Annual employee appreciation event, picnic, September 4th at The Lights.

10. Correspondence

There were no correspondence.

11. Non-Agenda Items

There were no non-agenda items.

12. Adjourn

Commissioner Anderson moved and Commissioner Olson seconded to adjourn.

Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No

Commissioners present voted nay, the motion to adjourn at 7:07 pm, was declared carried.

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT MONTHLY COMPARISON REPORT
08/04/25**

	JANUARY 2024 THRU JULY 2024			JANUARY 2025 THRU JULY 2025		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL	4		\$ 4,864,675.00	5		\$ 7,582,000.00
RESIDENTIAL DWELLING	94	94	\$ 35,896,915.00	59	59	\$ 26,987,453.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME	12	40	\$ 8,800,000.00			
RESIDENTIAL MULTIPLE						
PUBLIC	1		\$ 2,503,019.00			
CHURCH						
ACCESSORY	95		\$ 4,328,074.00	91		\$ 1,697,451.00
FOUNDATION ONLY			\$ 357,500.00	3		\$ 1,744,262.00
<u>BUILDING REMODEL</u>						
COMMERCIAL	35		\$ 14,741,516.00	22		\$ 8,701,306.00
RESIDENTIAL	91		\$ 2,589,608.00	101		\$ 3,343,601.00
PUBLIC	1		\$ 1,151,500.00	9		\$ 5,655,588.00
CHURCH				1		\$ 38,000.00
ACCESSORY	1		\$ 7,000.00	3		\$ 261,710.00
<u>BUILDING OTHER</u>						
DEMOLITION	11		\$ 494,784.00	2		\$ 5,284.00
MOVE	1		\$ 20,000.00	1		\$ 2,000.00
PERMIT CANCELLATION	1		\$ (8,345.00)			
TOTALS	345	134	\$ 75,762,936.00	297	59	\$ 56,018,655.00

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT ACTIVITY REPORT
08/04/25**

	07/18/2025 thru 7/31/2025			YEAR TO DATE		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL	1		\$ 700,000.00	5		\$ 7,582,000.00
RESIDENTIAL DWELLING	2	2	\$ 958,415.00	59	59	\$ 26,987,453.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC						
CHURCH						
ACCESSORY	6		\$ 191,225.00	91		\$ 1,697,451.00
FOUNDATION ONLY	1		\$ 458,550.00			\$ 1,744,262.00
<u>BUILDING REMODEL</u>						
COMMERCIAL	1		\$ 8,750.00	22		\$ 8,701,306.00
RESIDENTIAL	7		\$ 173,447.00	101		\$ 3,343,601.00
PUBLIC	4		\$ 367,588.00	9		\$ 5,655,588.00
CHURCH				1		\$ 38,000.00
ACCESSORY	1		\$ 186,710.00	3		\$ 261,710.00
<u>BUILDING OTHER</u>						
DEMOLITION	1		\$ 284.00	2		\$ 5,284.00
MOVE				1		\$ 2,000.00
PERMIT CANCELLATION				0		\$ -
TOTALS	24	9	\$ 3,044,969.00	294	59	\$ 56,018,655.00

WEST FARGO CITY COMMISSION MEETING
Building Department Report - Summary

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NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
250638	Red Leaf Custom Homes	1252 MARLYS DR W	RED LEAF CUSTOM HOMES, LLC	\$ 533,415.00	Residential Dwelling
250643	Stringline Projects	3748 14 ST W	DAVE & HEATHER WASNESS	\$ 15,627.00	Accessory - Deck
250668	FM Home & Patio, Inc.	1100 60 AVE W	OBIDIMMUMA H & OGECHUKWU J	\$ 17,598.00	Accessory - Deck
250607	Grafstrom Construction LLC	4402 4 ST W	ANDREW YOUNG, ETAL	\$ 186,710.00	Accessory - Structure Remodel
250639	Daniel Hogfoss LLC	1127 WILDFLOWER PL W	BRADLEY & MARSHA FLAA	\$ 110,000.00	Accessory - Swimming Pool
250634	MICHAEL RUEB	319 6 ST NW	MICHAEL RUEB	\$ 284.00	Demolition - Demolish Existing Deck
250675	Silvernail Carpentry LLC	1001 6 ST W	CONRAD A & DEBRA M MEISCH	\$ 17,000.00	Remodel - Residential - Insulate & Sheetrock Garage
250582	All Things Construction	520 MAIN AVE E	ROMMESMO FAMILY PARTNERSHIP	\$ 700,000.00	Commercial - New Commerical - Single Story Office Building
250680	Jordahl Custom Homes, Inc.	5456 11 ST W	JORDAHL CUSTOM HOMES, INC	\$ 425,000.00	Residential Dwelling
250690	Premier Construction & Remodeling LLC	2343 RIVERS BEND DR E	JUSTIN & TARA FLACK	\$ 50,000.00	Remodel - Residential - Remodel Basement
250193	MATTHEW L & KACIE L DORN	5844 ELLIS DR W	MATTHEW L & KACIE L DORN	\$ 29,025.00	Remodel - Residential - Foundation Repair
250677	Groundworks Minnesota, LLC	458 WESTWYND DR	DARIN & EMILY MALAFA	\$ 8,274.00	Remodel - Residential - Lower Level Finish
250697	JM Construction Services LLC	724 28 AVE W	ZACHARY J SCHERTLER, ETAL	\$ 15,000.00	Accessory - Deck
250704	Three Forks Exteriors LLC	221 9 1/2 AVE W	SHEYENNE TERRACE TOWNHOME	\$ 56,785.00	Remodel - Residential - Replace Siding
250683	Gast Construction Company, Inc.	825 17 AVE E	WEST FARGO SCHOOL DISTRICT	\$ 268,229.00	Public - Art Room Update
250684	Gast Construction Company, Inc.	500 10 AVE E	WEST FARGO SCHOOL DISTRICT	\$ 75,697.00	Public - Wall Demolition and Classroom Updates
250685	Gast Construction Company, Inc.	401 26 AVE E	WEST FARGO SCHOOL DISTRICT	\$ 16,131.00	Public - Wall Demolition and Modification
250686	Gast Construction Company, Inc.	3420 9 ST W	WEST FARGO SCHOOL DISTRICT	\$ 7,531.00	Public - Wall Demolition and Modification
250591	Lean Handyman Services	401 10 AVE E	JEFFERY A & KATHERINE A YORK	\$ 12,000.00	Accessory - Deck
250641	Christianson Companies, Inc.	635 32 AVE E	32 HOLDINGS	\$ 8,750.00	Remodel - Commercial - Fitup for Retail Store

WEST FARGO CITY COMMISSION MEETING
Building Department Report - Summary

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NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
250714	Smook Enterprise LLC	2215 10 CT W	DANIEL K & SARA R KRIEFALL	\$ 21,000.00	Accessory - Deck
250652	RAECO Builders LLC	2989 3 AVE NW	LONG CREEK STEEL, LLC	\$ 458,550.00	Foundation Only - Manufacturing and Warehouse
250698	First Step Creations LLC	36 EVERGREEN CIR	BRUCE K & DEBORAH J PULKRABE	\$ 1,400.00	Remodel - Residential - Replace Deck Stairs and Handrail
250717	Breland Enterprises, Inc.	300 5 AVE E	GARY & KRISTIN SCOFIELD	\$ 10,963.00	Remodel - Residential - Foundation Repair & Drain Tile

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CITY OF WEST FARGO, ND
Claim Details by Posted Date
For Claims from 07/21/25 to 08/01/25

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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
126910	C	289 ACME TOOLS	230.83						
1	07/24/25	FUEL HACKZALL	230.83			1000 455000	432		101000
14730023									
126987	C	289 ACME TOOLS	43.25						
1	07/23/25	#285 PIN ROLL	43.25			6020 450000	427		101000
14725275									
127021	C	289 ACME TOOLS	85.95						
1	07/28/25	FD Training Grounds weld suppl	85.95			2060 415200	494		101000
14742097									
Total for Vendor:			360.03						
126738	116945S	999999 ADAM MANDOUR	300.00						
		Tree Planting Permit - 1309 Commander Dr W							
1	07/17/25	Tree - 1309 Commander Dr. W	300.00			5000 422000	490		101000
Total for Vendor:			300.00						
126846	C	3179 ADVANCED ENGINEERING &	8,098.50						
1	07/08/25	LCRI INVENTORY	5,472.75			6020 450000	438		101000
103862									
2	07/08/25	I&C SCADA SUPPORT	2,625.75			6020 450000	430		101000
103912									
Total for Vendor:			8,098.50						
126940	C	779 AGASSIZ SEED COMPANY	1,840.00						
1	07/22/25	LAWN SEED	900.00			1000 430000	358		101000
SINV100368									
2	07/18/25	RAINIER FIBER	940.00			4387 480000	500		101000
SINV100241									
Total for Vendor:			1,840.00						
126639	116946S	4467 ALL FINISH CONCRETE	492,003.00						
		Project No. 2291 Concrete Pavement Repairs							
1	2291 - 1	07/21/25 Project No. 2291	492,003.00			4182 480000	670		101000
		Project 2291 - Payment 1							
Total for Vendor:			492,003.00						

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CITY OF WEST FARGO, ND
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For Claims from 07/21/25 to 08/01/25

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126821	E	3490 AMAZON CAPITAL SERVICES	55.54								
		T&T Tool Heavy Duty Handy Hook - Lifting Mandhole Covers									
		1GR9-CJ7T-J76J									
1	1GR9-CJ7T-	07/17/25 T&T Tool - Manhole cover H	55.54			6020		450000	412		101000
		1GR9-CJ7T-J76J									
126836	E	3490 AMAZON CAPITAL SERVICES	642.94								
1	07/11/25	AED BATTERIES/PADS	588.00			1000		455000	639		101000
		1CP9CVXTM44Q									
2	07/21/25	OFFICE SUPPLIES	54.94			1000		450000	410		101000
		1YGN33QPCWY4									
126893	E	3490 AMAZON CAPITAL SERVICES	947.38								
1	07/10/25	J MARTINEZ - PANTS	179.97			1000		455000	422		101000
		1YH39QXGGDJV									
2	07/25/25	PROJ 2285	14.39			4097		480000	670		101000
		1T4J47QFHYLL									
3	07/25/25	PROJ 2285	12.59			4097		480000	670		101000
		11KVPNDVJJWL									
4	07/17/25	#5000 BACKUP CAMERA	135.98			1000		455000	427		101000
		1PWVDY3FMNPL									
5	07/17/25	HEATER COIL	37.65			1000		455000	432		101000
		1PWVDY3FMNPL									
6	07/22/25	MOWER BLADES/SPINDLES	566.80			1000		430001	381		101000
		1L6GFPRTW9WG									
126933	E	3490 AMAZON CAPITAL SERVICES	578.45								
1	07/29/25	FO - CLOTHING	225.13			2210		428000	422		101000
		16L7Y47P6GMQ									
2	07/29/25	RW - CLOTHING	225.13			1000		430001	422		101000
		16L7Y47P6GMQ									
3	07/29/25	ST - CLOTHING	119.20			1000		430000	422		101000
		16L7Y47P6GMQ									
4	07/29/25	SHOP SUPPLIES	8.99			1000		455000	433		101000
		16L7Y47P6GMQ									

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126935	E	3490 AMAZON CAPITAL SERVICES	53.98								
1	07/21/25	CAR CHARGERS	53.98			6020		450000	497		101000
		1DYCWLHNDNN9									
126952	E	3490 AMAZON CAPITAL SERVICES	252.79								
1	07/28/25	office supplies	85.12			1000		421000	410		101000
		147M-1RRQ-CC1C									
2	07/28/25	red dot batteries	180.05			1000		421000	641		101000
		1GN6-6NQ4-4397									
3	07/23/25	credit applied	-12.38			1000		421000	420		101000
		16NV-W37X-74DP									
126976	E	3490 AMAZON CAPITAL SERVICES	14.99								
1	07/29/25	HEAT SHRINK TAPE	14.99			6025		450000	439		101000
		11R7W7H797F4									
127020	E	3490 AMAZON CAPITAL SERVICES	266.60								
		1DV6-VYWC-HXP3									
1	07/30/25	office supplies	148.09			1000		421000	410		101000
		1DV6-VYWC-HXP3									
2	07/30/25	spray,sugar,batteries,stir sti	70.44			1000		421000	420		101000
		1DV6-VYWC-HXP3									
3	07/30/25	spit hoods	48.07			1000		421000	641		101000
		1DV6-VYWC-HXP3									
127022	E	3490 AMAZON CAPITAL SERVICES	317.40								
1	07/18/25	FD Fan/Fitness Room	38.24			2060		415200	641		101000
		1RDN-NXFN-4G7P									
2	07/24/25	FD Hang/fan Fitness Rm	37.76			2060		415200	641		101000
		1Q7J-H1XC-9NTW									
3	07/24/25	FD Land Scrapping	279.64			2060		415200	494		101000
		11YX-NVJP-C6XX									
4	07/28/25	FD return fan	-38.24			2060		415200	641		101000
		1gn6-6nq4-3nmw									

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund	Org	Acct	Object	Proj	Cash Account
127049	E	3490 AMAZON CAPITAL SERVICES	20.35								
		8 pack of gel pens									
1	17RX-NXC3-	07/30/25 8 pack of gel pens	20.35			1000		414103	410		101000
		17RX-NXC3-FWQN									
127050	E	3490 AMAZON CAPITAL SERVICES	423.16								
		Wireless Keyboard & Mouse x 20									
1	1L46-FYXG-	07/31/25 20 Wireless keyboard & mou	423.16			1000		414104	497		101000
		1L46-FYXG-RR4V									
		Total for Vendor:	3,573.58								
127070	-96721E	5229 AMB INVESTMENTS, LLC	47,700.00								
		New City Hall									
1	08/01/25	August 2025 Lease - City Hall	44,922.57			1001		415000	389		101000
2	08/01/25	August 2025 Lease - Satellite	2,777.43			7000		411600	333		101000
		Total for Vendor:	47,700.00								
126563	116947S	2844 AMERICAN MAIL HOUSE INC	1,079.21								
		Special Assess 1337 District Mailing									
1	113804	07/09/25 Special Assess District 1337	1,079.21			4086		480000	670		101000
		113804									
126566	116947S	2844 AMERICAN MAIL HOUSE INC	2,111.49								
		Special Assess 2270 District Mailing									
1	113803	07/09/25 Special Assess District 2270	2,111.49			4006		480000	670		101000
		113803									
		Total for Vendor:	3,190.70								
126832	-96728E	4672 ASURE PAYROLL TAX MANAGEMENT	258,432.46								
		7/25/2025 Payroll									
1	07/25/25	Social Security	121,824.48			1000		212501			101000
2	07/25/25	Medicare	28,491.44			1000		212502			101000
3	07/25/25	Federal Income Tax	99,254.54			1000		212503			101000
4	07/25/25	ND State Tax	4,459.00			1000		212504			101000
5	07/25/25	MN State Tax	4,403.00			1000		212505			101000

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126929	-96727E	4672 ASURE PAYROLL TAX MANAGEMENT	286.55						
	7/25/2025	Payroll Off-Cycle							
1	07/25/25	Social Security	202.56			1000 212501			101000
2	07/25/25	Medicare	47.38			1000 212502			101000
3	07/25/25	Federal Income Tax	36.61			1000 212503			101000
4	07/25/25	ND State Tax	0.00			1000 212504			101000
5	07/25/25	MN State Tax	0.00			1000 212505			101000
Total for Vendor:			258,719.01						
126990	C	2931 AUTO VALUE PARTS STORES	447.00						
1	07/22/25	FILTERS	76.59			6010 450200	427		101000
99350100									
2	07/22/25	FILTERS	3.35			1000 414200	427		101000
99350101									
3	07/22/25	FILTERS	13.48			1000 421000	427		101000
99350094									
4	07/22/25	FILTERS	3.35			6020 450000	427		101000
99350095									
5	07/22/25	FILTERS	87.46			1000 430000	427		101000
99350098									
6	07/23/25	FILTERS	69.70			6010 450200	427		101000
99350307									
7	07/23/25	#4403 FILTER	206.06			6010 450200	427		101000
99350487									
8	04/09/25	ACCT CREDIT	-12.99			1000 455000	433		101000
Total for Vendor:			447.00						
127023	C	3149 BEE SEEN GEAR	16.00						
1	07/30/25	FD J Dick name/polo	16.00			2060 415200	422		101000
70452									
Total for Vendor:			16.00						
126590	-96799C	3489 BOLTON & MENK, INC	6,000.00						
		Improvement District 2294 - 6th St & 23rd Ave E - Intersection Improvements							
1	0366498	06/30/25 Improvement District 2294	6,000.00			4223 480000	313		101000
0366498									

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127002	C	3489 BOLTON & MENK, INC	43,983.50						
		Project 9060, 2284, 2279, Signal Re-timing & Operations							
1	0368658	07/28/25 Street Lights Maintenance	2,371.50			1000 430000	487		101000
0368658									
2	0368657	07/28/25 Project 9060	12,898.00			4226 480000	313		101000
0368657									
3	0368653	07/28/25 Project 2284	312.00			4133 480000	313		101000
0368653									
4	0368659	07/28/25 Project 2279	28,402.00			4802 480000	313		101000
0368659									
Total for Vendor:			49,983.50						
126911	C	26 BORDER STATES INDUSTRIES INC	596.40						
1	07/21/25	VOLT MONITOR DIN RAIL	596.40			6025 450000	826		101000
930775969									
Total for Vendor:			596.40						
126638	116942S	28 BORDER STATES PAVING	231,917.40						
		Improvement 2290 District Public Works Mill & Overlay - June							
1	2290-1	07/21/25 District 2290 Paving	231,917.40			4185 480000	670		101000
2290-1		June Period							
126955		28 BORDER STATES PAVING	1,261.26						
1	07/24/25	CRUSHED CONCRETE	1,261.26			1000 430000	394		101000
2842-25									
Total for Vendor:			233,178.66						
127024		3512 BOUND TREE MEDICAL, LLC	216.40						
1	07/08/25	FD Medical Supplies	216.40			2060 415200	500		101000
85836524									
Total for Vendor:			216.40						
126732	116951S	5596 BRADLEY NESS	426.00						
		Temporary Easement Disctrict 2265							
1	07/16/25	Temp Easement Parcel 3-5A	426.00			4793 480000	670		101000
Project 2265									
Total for Vendor:			426.00						

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126706	116952S	73 BRAUN INTERTEC	26,873.50						
1	B434884	07/15/25 Dist 3006	7,626.50			4003	480000	724	101000
	B434884								
2	B434885	07/15/25 Dist 2291	8,219.00			4182	480000	724	101000
	B434885								
3	B434886	07/15/25 Dist 2290	3,053.50			4185	480000	724	101000
	B434886								
4	B434948	07/15/25 Project 2279	1,667.00			4802	480000	724	101000
	B434948								
5	B434882	07/15/25 Dist 1348	1,000.00			4444	480000	724	101000
	B434882								
6	B434880	07/15/25 Dist 1345	4,800.00			4009	480000	724	101000
	B434880								
7	B434883	07/15/25 Dist 1316.3	507.50			4065	480000	724	101000
	B434883								
Total for Vendor:			26,873.50						
126866		999999 BRETT SCHAIBLE	114.54						
Irrigation was damaged during construction and we need to reimburse the residents for amounts paid to fix the damage									
1		07/23/25 Project 2291 - reimb damage	114.54			4182	480000	670	101000
		Aqua Lawn - 89685							
Total for Vendor:			114.54						
127055	C	5601 BRINDLEE MOUNTAIN FIRE APPARATUS	26,000.00						
Broker fee for fire truck that will be sold									
1		00030463 07/21/25 Broker fee - Yellow Ladder 7	26,000.00			2060	372500		101000
		00030463							
Total for Vendor:			26,000.00						
126981		999999 BRUCE SQUIRES	44.90						
1		VEHICLE DAMAGE REIMBURSEMENT	44.90			6010	450200	444	101000
Total for Vendor:			44.90						

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126938		3892 BURGGRAF'S ACE FARGO WEST #17458	15.97								
1	07/17/25	MARKER PAINT	17.97			6025		450000	433		101000
4341											
2	06/23/25	ACCT CREDIT	-2.00			6025		450000	433		101000
C50436											
127027		3892 BURGGRAF'S ACE FARGO WEST #17458	36.99								
1	07/14/25	FD St 75 Grass	36.99			2060		415200	494		101000
		Total for Vendor:	52.96								
126950	C	351 BUSINESS ESSENTIALS	266.94								
1	07/24/25	copy paper	266.94			1000		421000	410		101000
WO-1355454-1											
		Total for Vendor:	266.94								
126681	-96860C	39 BUTLER MACHINERY	210.58								
1	06/30/25	#3200 CRANK	210.58			1000		430000	427		101000
00PS0663322											
126683	-96858C	39 BUTLER MACHINERY	163.36								
1	06/27/25	#380 ELEMENT ASSY	403.36			1000		430000	427		101000
00PS0663135											
2	05/12/25	ACCT CREDIT	-240.00			6010		450200	427		101000
CRBT28720											
126785	-96818C	39 BUTLER MACHINERY	6,742.14								
1	07/09/25	#7709 TRANSMISSION REPAIR	4,031.89			4387		480000	427		101000
00W00285636											
2	07/15/25	#4006 THERMOSTAT REPAIR	2,685.66			6010		450200	427		101000
00W00285843											
3	07/16/25	SHOP SUPPLIES	24.59			1000		455000	433		101000
00PS0664126											

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126962	C	39 BUTLER MACHINERY	1,028.36						
1	07/25/25	SERVICE MANUALS	1,028.36			1000 430000	427		101000
		00PS0664746							
126983	C	39 BUTLER MACHINERY	63.55						
1	07/25/25	#380 LINING KIT	63.55			1000 430000	427		101000
		00PS0664747							
127028	C	39 BUTLER MACHINERY	63,726.00						
1	06/27/25	FD St 75 Generator	63,726.00			2060 415200	494		101000
		27ss0003394							
		Total for Vendor:	71,933.99						
127059	C	4508 CARE RESOURCE CONNECTION	3,000.00						
1	07/31/25	FD 08-01/08-31 Services	3,000.00			2060 415200	428		101000
		7870							
		Total for Vendor:	3,000.00						
126540	-96785E	51 CASS COUNTY ELECTRIC COOP	359.53						
1	428342 Jul	07/07/25 Airport 05/31/25-06/30/25	359.53			7050 500000	420		101000
		428342 07/25							
		Total for Vendor:	359.53						
126874		1355 CASS COUNTY GOVERNMENT	6,120.00						
1	07/21/25	June 2025, intox	85.00			1000 421000	398		101000
		INV011971							
2	07/21/25	June 2025, housing	6,035.00			1000 421000	398		101000
		INV011972							
127010		1355 CASS COUNTY GOVERNMENT	41.09						
1	07/28/25	June 2025 jail medical	41.09			1000 421000	398		101000
		INV011983							
		Total for Vendor:	6,161.09						

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126852		46 CASS RURAL WATER USERS	33.19						
		WF Airport Water Use Fees - July 2025							
1	6482 July 07/25/25	6482 - WF Airport Water	33.19			7050 500000	420		101000
		6482 July 2025							
		Total for Vendor:	33.19						
126814	-96806C	2909 CC STEEL LLC	294,777.17						
1	Pay App 8 06/30/25	Project 1348	294,777.17			4444 480000	670		101000
		Pay App 8							
		Total for Vendor:	294,777.17						
126986		2429 CERTIFIED LABORATORIES	188.95						
1	06/10/25	PENTRAFOAM AERESOL	188.95			1000 455000	433		101000
		9187417							
		Total for Vendor:	188.95						
126861		5133 CHANDA ERICKSON	107.00						
		CUSI Conference - Little Rock - 07/16/25-07/18/25							
1	07/18/25	Travel reimb - 7/16-7/18	107.00			1000 414100	340		101000
		Total for Vendor:	107.00						
126988		3216 CINTAS	148.42						
1	07/18/25	RUG SERVICE	148.42			1000 455000	420		101000
		4237304387							
		Total for Vendor:	148.42						
126944		111 CITY OF FARGO	2,014.80						
1	07/16/25	TACK OIL	2,014.80			1000 430000	722		101000
		484400							
126951		111 CITY OF FARGO	12,672.00						
1	07/16/25	RTC - annual share	12,672.00			1000 421000	340		101000
		484401							

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127008		111 CITY OF FARGO	27,042.09						
1	07/16/25	LANDFILL FEES	27,042.09			6010 450200	355		101000
484399									
		Total for Vendor:	41,728.89						
127001	C	3167 CITY OF WEST FARGO	77.82						
		WF Airport Dumpster - July 2025							
1	07/23/25	WF Airport Dump - July 2025	77.82			7050 500000	420		101000
		Total for Vendor:	77.82						
127000		1338 CLARK'S EXCAVATING & SEPTIC	275.00						
		West Fargo Airport - Pump/Tank							
1	3905 07/29/25	Pump Holding Tank - Airport	275.00			7050 500000	420		101000
3905									
		Total for Vendor:	275.00						
126733	116955S	5597 CNW HOLDINGS LLC	2,682.38						
		Temporary Easement Project 2265							
1	07/16/25	Temp Easement Parcel 7-3A	2,682.38			4793 480000	670		101000
		Project 2265							
		Total for Vendor:	2,682.38						
126842	C	133 COLE PAPERS INC	950.17						
1	07/09/25	SA - PAPER PRODUCTS	246.96			6010 450200	500		101000
10598383									
2	07/09/25	PW - PAPER PRODUCTS	126.40			6020 450000	500		101000
10598376									
3	07/09/25	CH - PAPER PRODUCTS	576.81			1000 455000	500		101000
10598379									
126996	C	133 COLE PAPERS INC	60.45						
1	07/17/25	DOLLY	60.45			6020 450000	500		101000
10601628									
		Total for Vendor:	1,010.62						

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126912		4108 CONSOLIDATED ELECTRICAL	108.00						
1	07/16/25	8.5W LMP - VFW PLAZA	108.00			2310 452120	420		101000
2348-1091152									
126974		4108 CONSOLIDATED ELECTRICAL	8,794.84						
1	07/17/25	ERDEN E4 FOUNDATION	8,794.84			1000 430002	391		101000
2348-1092081									
		Total for Vendor:	8,902.84						
126854		4616 CONVERDIA HEALTH STAFFING LLC	4,500.00						
Public parking lot upkeep									
1	07/07/25	Public Parking Lot Upkeep	4,500.00			2960 411900	416		101000
		Total for Vendor:	4,500.00						
126901		3245 CORE & MAIN	918.88						
1	07/25/25	BALL CURB/CORP/ADAPTER	918.88			6020 450000	438		101000
3672									
126959		3245 CORE & MAIN	1,475.99						
1	07/21/25	RISERS/ADPT SLIDE	1,475.99			6020 450000	438		101000
3473									
		Total for Vendor:	2,394.87						
126992		47 CORWIN CHRYSLER	59.20						
1	07/22/25	#1188 POWER STEERING FLUID	59.20			1000 421000	427		101000
173153									
		Total for Vendor:	59.20						
126942		60 CROSSCOUNTRY FREIGHT SOLUTIONS	149.34						
1	07/14/25	WATER TESTING	149.34			6025 450000	335		101000
1443380									
		Total for Vendor:	149.34						

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126903	C	79 DAKOTA HOSE & FITTINGS	524.20						
1	06/20/25	SWIVEL/MNST	524.20			6020 450000	432		101000
3220106									
		Total for Vendor:	524.20						
126913		4428 DAKOTA REFRIGERATION, INC.	527.50						
1	07/22/25	PW - ICE MACHINE MAINTENANCE	527.50			6020 450000	420		101000
F216208									
		Total for Vendor:	527.50						
126975	C	624 DAKOTA SUPPLY GROUP	392.82						
1	07/28/25	HOLOPHAN	392.82			1000 430002	391		101000
S104826252.003									
		Total for Vendor:	392.82						
126697	116959S	90 DAKOTA UNDERGROUND	599,585.00						
1	Pay App 7	07/01/25 Project 1345	599,585.00			4009 480000	670		101000
Pay App 7									
		Total for Vendor:	599,585.00						
127071	-96720E	3050 DAKOTA UPREIT LIMITED	7,974.68						
		Pioneer Center - August 2025 rent							
1	08/01/25	Common Area - August 2025	2,402.29			1001 415000	389		101000
2	08/01/25	Base Rent - August 2025	5,572.39			1001 415000	389		101000
		Total for Vendor:	7,974.68						
126839		5543 DEEP TREKKER INC	21,866.37						
1	03/08/25	WATER TOWER SUBMARINE	21,866.37			6020 450000	870		101000
S17580									
		Total for Vendor:	21,866.37						
126654	-96788C	2948 DELTA 54 AVIATION LLC	4,256.00						
		Airport Management Fees, weed control, lock replacement hanger #13, code lock battery replacements							
1	July 2025	07/15/25 Airport Management fees	3,800.00			7050 500000	307		101000
July 2025									

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2	July 2025	07/15/25 Airport upkeep/supplies	456.00			7050 500000	420		101000
		Total for Vendor:	4,256.00						
126867		999999 DENNIS SPITTLER	358.29						
		Irrigation was damaged during construction and we need to reimburse the residents for amounts paid to fix the damage							
1	07/23/25	Project 2291 - reimb damage	131.84			4182 480000	670		101000
		JT Lawn Services - 43595							
2	07/23/25	Project 2291 - reimb damage	226.45			4182 480000	670		101000
		JT Lawn Services - 44492							
		Total for Vendor:	358.29						
126971	C	545 ELECTRIC PUMP LLC	12,254.74						
1	07/21/25	SA40 PUMP REPAIR	12,254.74			6025 450000	825		101000
		032817							
		Total for Vendor:	12,254.74						
126924	-96733E	4664 EMPOWER (MASS MUTUAL)	5,070.32						
1	07/25/25	July 2025 Contributions	5,070.32			1000 212528			101000
		Total for Vendor:	5,070.32						
126771	116962S	5354 ENERGY TECH SYSTEMS	250.00						
1	06/30/25	Court room door repair	250.00			1000 414104	497		101000
		36451							
		Total for Vendor:	250.00						
127057	C	3410 ENGRAPHIX	15.00						
1	07/31/25	3rd Q nametag - Mya	15.00			1000 421000	422		101000
		A5973							
		Total for Vendor:	15.00						
126883	117029S	3547 EQUITABLE UNIT ANNUITY	2,000.00						
1	07/25/25	Deferred Comp July 2025	2,000.00			1000 212524			101000
		Total for Vendor:	2,000.00						

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126917		3667 ESSENTIA HEALTH	105.00								
		Michael Knodel DOT Physical & UA Dip									
	1	04/30/25 Medical Fees - Knodel	105.00			6020		450000	387		101000
		890000526.4.2025									
126918		3667 ESSENTIA HEALTH	573.00								
		Medical Fees July 2025									
	1	07/28/25 Shane Hendricks - Drug Screen	60.00			1000		430000	387		101000
		890000526.07.2025									
	2	07/28/25 Justin Donley - Drug Screen	91.00			1000		430000	387		101000
		890000526.07.2025									
	3	07/28/25 Kyle Sather - Drug Screen	60.00			6010		450200	387		101000
		890000526.07.2025									
	4	07/28/25 Matthew Dimmer - Drug Screen	60.00			6010		450200	387		101000
		890000526.07.2025									
	5	07/28/25 Anthony Rooze - Drug Screen	60.00			6010		450200	387		101000
		890000526.07.2025									
	6	07/28/25 Tommas Milner - Drug Screen	91.00			6010		450200	387		101000
		890000526.07.2025									
	7	07/28/25 Rhys Luger - Drug Screen	91.00			2210		428000	387		101000
		890000526.07.2025									
	8	07/28/25 Joshua Benedict - Drug Screen	60.00			2210		428000	387		101000
		890000526.07.2025									
126919		3667 ESSENTIA HEALTH	180.00								
		Medical Fees - May 2025									
	1	06/02/25 Scott Otto - Drug Screen	60.00			6020		450000	387		101000
		890000526.5.2025									
	2	06/02/25 Robert Helming - Drug Screen	60.00			2210		428000	387		101000
		890000526.5.2025									
	3	06/02/25 Cory Ramsey - Drug Screen	60.00			1000		430000	387		101000
		890000526.5.2025									
Total for Vendor:			858.00								

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127026		2862 ESSENTIA HEALTH - FARGO	2,430.87								
1	04/10/25	FD D Sapp Ear Plugs	180.00			2060		415200	996		101000
	cinv-0000130										
2	07/28/25	FD May Annual Phy.	2,172.00			2060		415200	996		101000
	890002546.07.2025										
3	07/28/25	FD L Nesvold	78.87			2060		415200	996		101000
	890002546.07.2025.1										
127039		2862 ESSENTIA HEALTH - FARGO	410.00								
1	07/28/25	annual - birney	410.00			1000		421000	996		101000
	890002547.07.2025										
		Total for Vendor:	2,840.87								
127012		999999 ESTHER PRETTI	300.00								
1	07/31/25	Tree - 1045 Ashley Dr W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
127017		999999 EVAN KENDALL	300.00								
1	07/31/25	Tree - 5838 Ellis Dr.	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
126863		963 EXCAVATING, INC.	56.25								
		Permit #250194 was paid twice - once via CC and again via lockbox									
		Need to return									
1	07/18/25	Overpayment of Permit #250194	56.25			1000		360000			101000
126953		963 EXCAVATING, INC.	4,926.55								
1	07/28/25	RECYCLED CONCRETE	4,926.55			1000		430000	394		101000
	4344										
		Total for Vendor:	4,982.80								
126994	C	1851 F/S MANUFACTURING	216.68								
1	07/18/25	#3061 PUMP	216.68			1000		430000	427		101000
	206403										
		Total for Vendor:	216.68								

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126985		3344 FACTORY MOTOR PARTS	158.77						
1	07/23/25	#8501 RADIATOR	158.77			7000 411600	427		101000
37-1268768									
		Total for Vendor:	158.77						
126895	C	660 FARGO FREIGHTLINER	197.18						
1	07/17/25	#388 SOLENOID VALVE	298.08			1000 430000	427		101000
X101185848									
2	07/17/25	#388 RETURN	-100.90			1000 430000	427		101000
X101185849									
		Total for Vendor:	197.18						
126838	C	5588 FLEET CHARGE	91.23						
1	07/10/25	#2006 KIT 2 LABELS	40.58			6020 450000	427		101000
X20224678802									
2	07/10/25	#2006 KIT 2 LABELS	50.65			6020 450000	427		101000
X20224678801									
		Total for Vendor:	91.23						
126827	C	140 FM AMBULANCE SERVICES INC	125.00						
1	07/21/25	FD K Miller ALS Training	125.00			2060 415200	340		101000
45672									
		Total for Vendor:	125.00						
127046		2499 FM CONVENTION & VISITORS BUREAU	27,020.54						
June Lodging									
1	June 2025	06/30/25 Lodging Tax 2%	27,020.54			2141 411500	533		101000
June 2025 2									
127047		2499 FM CONVENTION & VISITORS BUREAU	13,510.26						
June Lodging									
2	June 2025	06/30/25 Lodging Tax 1%	13,510.26			2141 411500	653		101000
June 2025 1									
		Total for Vendor:	40,530.80						

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126615	-96794C	5427 FORTE	280.00								
		08/31/25-06/31/26									
	1	89075653 07/10/25 Mersive Solstice Subscriptio	280.00			1000		414104	497		101000
		89075653									
		Total for Vendor:	280.00								
126876	C	155 GALLS, LLC	644.19								
	1	07/21/25 equip - uniforms for diop	430.75			1000		421000	422		101000
		031979799									
	2	07/22/25 back pack for runcorn	132.30			1000		421000	422		101000
		031993109									
	3	07/22/25 shirt for hanson	81.14			1000		421000	422		101000
		031997456									
126878	C	155 GALLS, LLC	2,072.68								
	1	07/16/25 cclothing - equip for hill	349.20			1000		421000	422		101000
		031939095									
	2	07/16/25 shirt for t. johnson	81.14			1000		421000	422		101000
		031942165									
	3	07/15/25 cuffs for halverson	127.80			1000		421000	422		101000
		031926936									
	4	07/18/25 police name tag for 30 officer	700.00			1000		421000	422		101000
		031967695									
	5	07/17/25 cuffs for halverson	127.80			1000		421000	422		101000
		031950935									
	6	06/11/25 new officer posterick	27.90			1000		421000	422		101000
		031602625									
	7	07/18/25 promoted to lt - shirts	496.52			1000		421000	422		101000
		031965396									
	8	07/18/25 shirt for diop	119.16			1000		421000	422		101000
		031965397									
	9	07/22/25 cadets name tag	67.32			1000		421000	422		101000
		032000830									
	10	07/22/25 gen carrier replacement - diop	226.14			1000		421000	422		101000
		032000391									
	11	03/14/25 credit applied to 031967695	-105.00			1000		421000	422		101000
		030748754									

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12	03/14/25	credit applied to 031967695	-145.30			1000		421000	422		101000
030748752											
126949	C	155 GALLS, LLC	370.43								
1	07/24/25	shirts for faltersack	186.24			1000		421000	422		101000
032022318											
2	07/25/25	badge for mickelson	179.20			1000		421000	422		101000
032036420											
3	07/24/25	zak tool for runcorn	4.99			1000		421000	422		101000
032018283											
127030	C	155 GALLS, LLC	1,025.25								
1	07/02/25	A Wagemann Pants	154.31			2060		415200	422		101000
031815199											
2	07/06/25	J West Pants	154.31			2060		415200	422		101000
031838117											
3	07/10/25	J Neeb Boots	159.10			2060		415200	422		101000
031882644											
4	07/10/25	M Berg Jobshirt	83.27			2060		415200	422		101000
031882644											
5	07/10/25	C Hodgson Jobshirt	92.62			2060		415200	422		101000
031882644											
6	07/10/25	K Greeney-Stanger Polo Shirt	72.87			2060		415200	422		101000
031882644											
7	07/10/25	C Hodgson Pant	84.29			2060		415200	422		101000
031882644											
8	07/10/25	J Mailey Pant	58.80			2060		415200	422		101000
031882644											
9	07/10/25	K Frost Pants	165.68			2060		415200	422		101000
031882644											
Total for Vendor:			4,112.55								
126982		93 GATEWAY CHEVROLET	21.83								
1	07/22/25	#5601 PAINT	21.83			6025		450000	427		101000
1294458											
Total for Vendor:			21.83								

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126739	116967S	999999 GEORGE HINMAN	300.00								
		Tree Planting Permit - 1115 22nd Ave W									
1	07/17/25	Tree - 1115 22nd Ave W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
126936	C	4321 GO PROMO LLC	792.50								
1	07/17/25	ST - HATS	132.08			1000		430000	422		101000
51852											
2	07/17/25	RW - HATS	132.08			1000		430001	422		101000
51852											
3	07/17/25	SW - HATS	132.08			6025		450000	422		101000
51852											
4	07/17/25	WA - HATS	132.08			6020		450000	422		101000
51852											
5	07/17/25	SA - HATS	132.09			6010		450200	422		101000
51852											
6	07/17/25	BG - HATS	132.09			1000		455000	422		101000
51852											
		Total for Vendor:	792.50								
126978		2864 GOODIN COMPANY	1,142.25								
1	07/10/25	FILTERS	1,142.25			1000		455000	500		101000
8369171											
		Total for Vendor:	1,142.25								
126879	C	5090 HALO SERVICE SOLUTIONS LTD	6,840.00								
1	INV-64894	07/23/25 Annual renewal - 6 licenses	6,840.00			1000		414104	497		101000
INV-64894											
		Total for Vendor:	6,840.00								
126956	C	135 HAWKINS INC	10,108.50								
1	07/29/25	AQUAHAWK	3,382.83			6025		450000	423		101000
7150241											
2	07/22/25	AQUAHAWK	6,725.67			6025		450000	423		101000
7141766											
		Total for Vendor:	10,108.50								

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127007 1 2300	C 07/16/25	180 HAZER'S AUTO WRECKING APPLIANCE DISPOSAL	1,036.00 1,036.00			6010 450200	357		101000
Total for Vendor:			1,036.00						
126851 Project 6060 - Rivers Bend Multiuse Path PCN 24260 1 1200741440 1200741440	C 07/22/25	5096 HDR ENGINEERING INC. Project 6060 - Rivers Bend Multiuse Path PCN 24260 1200741440 07/22/25 Project 6060	42,863.84 42,863.84			4098 480000	313		101000
Total for Vendor:			42,863.84						
126736 Tree Planting Permit - 1221 26th Ave S 1	116970S 07/17/25	999999 HEATHER HOEFS Tree Planting Permit - 1221 26th Ave S 1 07/17/25 Tree - 1221 26th Ave S	300.00 300.00			5000 422000	490		101000
Total for Vendor:			300.00						
127051 Axis TQ1602-E Conduit Back Box 1 276264	C 07/31/25	2820 HIGH POINT NETWORKS Axis TQ1602-E Conduit Back Box 1 276264 07/31/25 Networking equipment	160.00 160.00			1000 414104	497		101000
127053 Password Assistance Net 30 1 276208	C 07/30/25	2820 HIGH POINT NETWORKS Password Assistance Net 30 1 276208 07/30/25 Password Assistance 6/18/2025	70.00 70.00			1000 414104	497		101000
Total for Vendor:			230.00						
127054 **Posted on CL 126572 to wrong vendor, so I'm adding it again and will add a credit for Houston Engineering** ALS 1 8496		5590 HIGH POWER CRANE INC **Posted on CL 126572 to wrong vendor, so I'm adding it again and will add a credit for Houston Engineering** ALS 1 06/27/25 FD St 75 Crane for Generator	750.00 750.00			2060 415200	494		101000
Total for Vendor:			750.00						

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126818	C	5539 HKGI	10,402.65						
		Project 9057 Growth Area Master Plan - June Services							
1	025-006-5	07/18/25 Project 9057 Growth Area Pl	10,402.65			4179 480000	307		101000
		025-006-5							
		Total for Vendor:	10,402.65						
126567	-96803C	3285 HOUSTON ENGINEERING INC.	116,728.25						
		District 2265 Reconstruction Professional Services R008654-0004							
1	77102	07/08/25 Project 2265	116,728.25			4793 480000	313		101000
		77102							
126569	-96802C	3285 HOUSTON ENGINEERING INC.	53,072.25						
		9th St NE Grade Separation Project No. 2293							
1	77103	07/08/25 Project No. 2293	53,072.25			4187 480000	313		101000
		77103							
126572	-96801C	3285 HOUSTON ENGINEERING INC.	750.00						
		Wrong vendor - paid again via CL 127054 and I will add a credit for Houston Engineering							
		ALS							
1	06/27/25	FD St 75 Crane for Generator	750.00			2060 415200	494		101000
		8496							
126574	-96800C	3285 HOUSTON ENGINEERING INC.	9,897.50						
1	76843	06/23/25 CE0037 - Task Order #10.1	9,897.50			4193 480000	313		101000
		76843							
		Total for Vendor:	180,448.00						
126862	C	3087 IBM CORPORATION	20.64						
		IBM MaaS360 Premier Suite (SaaS) Managed Client Device - June 2025							
1	4671424	07/24/25 MaaS360 Premier Suite - Jun 2	20.64			1000 414104	497		101000
		4671424							
		Total for Vendor:	20.64						

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126603	-96798C	687 INFORMATION TECHNOLOGY DEPT Data Processing Service Fees 6/2025	655.00								
1	DP062025.8	06/30/25 June WAN/Fiber/VPN	655.00			1000		414104	497		101000
	DP062025.849.3										
		Total for Vendor:	655.00								
126954	C	4592 INGRAM LIBRARY SERVICES	3,118.75								
1	07/14/25	BOOKS	10.17			7000		411600	662		101000
89166582											
2	07/14/25	BOOKS	41.48			7000		411600	662		101000
89166583											
3	07/14/25	BOOKS	13.02			7000		411600	662		101000
89166584											
4	07/14/25	BOOKS	184.59			7000		411600	662		101000
89166585											
5	07/14/25	BOOKS	517.79			7000		411600	662		101000
89166586											
6	07/15/25	BOOKS	21.37			7000		411600	662		101000
89197926											
7	07/15/25	BOOKS	23.24			7000		411600	662		101000
89197927											
8	07/15/25	BOOKS	30.53			7000		411600	662		101000
89197928											
9	07/15/25	BOOKS	13.35			7000		411600	662		101000
89197929											
10	07/16/25	BOOKS	17.42			7000		411600	662		101000
89220414											
11	07/16/25	BOOKS	45.10			7000		411600	662		101000
89220415											
12	07/16/25	BOOKS	27.16			7000		411600	662		101000
89920416											
13	07/17/25	BOOKS	29.57			7000		411600	662		101000
89247825											
14	07/17/25	BOOKS	11.33			7000		411600	662		101000
89247826											
15	07/17/25	BOOKS	43.31			7000		411600	662		101000
89247827											

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16	07/17/25	BOOKS	35.93			7000		411600	662		101000
89247828											
17	07/17/25	BOOKS	14.47			7000		411600	662		101000
89247829											
18	07/18/25	BOOKS	25.70			7000		411600	662		101000
89270918											
19	07/18/25	BOOKS	15.58			7000		411600	662		101000
89270919											
20	07/18/25	BOOKS	14.93			7000		411600	662		101000
89270920											
21	07/23/25	BOOKS	13.84			7000		411600	662		101000
89354452											
22	07/23/25	BOOKS	13.82			7000		411600	662		101000
89354453											
23	07/23/25	BOOKS	29.97			7000		411600	662		101000
89354454											
24	07/23/25	BOOKS	8.19			7000		411600	662		101000
89354455											
25	07/23/25	BOOKS	19.98			7000		411600	662		101000
89354456											
26	07/23/25	BOOKS	35.87			7000		411600	662		101000
89354457											
27	07/25/25	BOOKS	30.70			7000		411600	662		101000
89397718											
28	07/25/25	BOOKS	70.81			7000		411600	662		101000
89397719											
29	07/29/25	BOOKS	14.80			7000		411600	662		101000
89458539											
30	07/29/25	BOOKS	14.19			7000		411600	662		101000
89458540											
31	07/29/25	BOOKS	27.16			7000		411600	662		101000
89458541											
32	07/29/25	BOOKS	58.02			7000		411600	662		101000
89458542											
33	07/29/25	BOOKS	130.23			7000		411600	662		101000
89458543											
34	07/29/25	BOOKS	1,515.13			7000		411600	662		101000
89458544											
Total for Vendor:			3,118.75								

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127031		2500 INLAND TRUCK PARTS & SERVICE	4,223.24								
1	07/25/25	FD Reserve Eng. 71/AC Repair	4,223.24			2060		415200	420		101000
		SO-2578331									
		Total for Vendor:	4,223.24								
126991		211 INTERSTATE ALL BATTERY CENTER	47.40								
1	07/23/25	BATTERIES	47.40			1000		455000	433		101000
		1902802031560									
		Total for Vendor:	47.40								
127019		999999 JASON PIKE	300.00								
1	07/31/25	Tree - 3756 Houkom Drive E	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
127068		999999 JEFFREY AND TAMMY VALVO	71.12								
		Account 01132-00/46									
		Paid via billpay but the payment could not be entered due to a closed account,									
		need to refund									
1	08/01/25	UB Refund	71.12			6020		214100			101000
		Total for Vendor:	71.12								
126845		C 2798 JOHNSON CONTROLS	578.75								
1	07/18/25	PD - BOILER PUMP INSTALL	578.75			1000		455000	420		101000
		1-136106724040									
126914		C 2798 JOHNSON CONTROLS	1,481.50								
1	07/24/25	PD - BOILER REPAIR	1,481.50			1000		455000	420		101000
		1-136137175219									
127032		C 2798 JOHNSON CONTROLS	1,536.45								
1	07/23/25	FD St 76 AHU-1 Issues	1,038.70			2060		415200	494		101000
		1-136131556223									
2	07/25/25	FD St 76 AHU-1	497.75			2060		415200	494		101000
		1-136144704277									

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127064	C	2798 JOHNSON CONTROLS	15,504.91								
1	1-13616158	07/29/25 COWF Public Works Mini Spl	15,504.91			1000		414104	497		101000
	1-136161581681										
		Total for Vendor:	19,101.61								
127069	C	274 JOHNSON, MOTTINGER & GREENWOOD,	5,250.00								
	August 2025										
1	08/01/25	Court Appointed Attorney	5,250.00			1000		412000	310		101000
		Total for Vendor:	5,250.00								
126968		4499 JORDAN MOLL	522.84								
	VACTOR TRAINING - STREETER, IL										
1	07/29/25	TRAVEL REIMBURSEMENT	522.84			1000		455000	340		101000
		Total for Vendor:	522.84								
126740	116974S	999999 JORY SKALSKY	300.00								
		Tree Planting Permit - 941 Ashley Dr W									
1	07/17/25	Tree - 941 Ashley Dr. W	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								
127044		5507 JOSHUA BENEDICT	63.00								
		Training - Aberdeen									
1	07/31/25	Travel reimb - 7/30/25	63.00			2210		428000	340		101000
		Total for Vendor:	63.00								
126734	116976S	999999 KHALED ZREIK	190.00								
		Tree Planting Permit - 2401 N Pond Dr E									
1	07/17/25	Tree - 2401 N Pond Dr. E	190.00			5000		422000	490		101000
		Total for Vendor:	190.00								
126612	116977S	2735 KLJ ENGINEERING LLC	22,040.00								
		Project 2504-00632 WF Floodproof Basement Design									
1	646 06/25/25	Project 9062	22,040.00			4195		480000	313		101000
	646										

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126820		2735 KLJ ENGINEERING LLC	27,550.00						
		Project 9062 - WF Floodproof Basement							
1	1451	07/10/25 Project 9062	27,550.00			4195 480000	313		101000
1451									
		Total for Vendor:	49,590.00						
126830	-96723E	4482 KOTAPAY	3,103.32						
		07/25/25 payroll							
1		07/25/25 Child Support	3,103.32			1000 212549			101000
		Total for Vendor:	3,103.32						
127034		2325 KUSTOM KONCEPTS	548.87						
1		07/30/25 FD Accrediation Decals	548.87			2060 415200	641		101000
9234									
		Total for Vendor:	548.87						
126859	C	260 LARS BODY SHOP	9,202.23						
1		07/23/25 #1212 repairs	9,202.23			1000 421000	322		101000
6519									
126871	C	260 LARS BODY SHOP	4,756.90						
1		07/18/25 #1229 repairs	4,756.90			1000 421000	322		101000
6507									
126946	C	260 LARS BODY SHOP	5,766.63						
1		07/29/25 #1192 repairs	5,766.63			1000 421000	322		101000
6528									
		Total for Vendor:	19,725.76						
126650	-96790C	4767 LENOVO (UNITED STATES) INC.	72.95						
		Lenovo Belkin Connect Dock							
1		6473267391 07/15/25 1 Dock - IT	72.95			1000 414104	497		101000
6473267391									
		Total for Vendor:	72.95						

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126819		4432 LIBERTY BUSINESS SYSTEMS INC	187.50						
		Canon TX-4000 System Issue							
1	565784	07/17/25 Canon TX-4000	187.50			1000	414104	497	101000
		565784 - CI38							
		Total for Vendor:	187.50						
126998		1741 LIBERTY BUSINESS SYSTEMS, INC	836.82						
		Copier Fees - July							
1	39761286	07/28/25 July 2025 CH 1st Floor	153.94			1000	415000	428	101000
		39761286							
2	39761286	07/28/25 July 2025 City Hall	172.07			1000	415000	428	101000
		39761286							
3	39761286	07/28/25 July 2025 Public Works	237.70			6020	450000	428	101000
		39761286							
4	39761286	07/28/25 July 2025 Police	273.11			1000	421000	428	101000
		39761286							
126999		1741 LIBERTY BUSINESS SYSTEMS, INC	156.05						
1	39761284	07/28/25 July 2025 CH 1st Floor	156.05			1000	415000	428	101000
		39761284							
		Total for Vendor:	992.87						
127035		711 LUTHER FAMILY FORD	228.12						
1		07/28/25 FD Train P-up Ck Eng Light	228.12			2060	415200	420	101000
		FOCS661924							
		Total for Vendor:	228.12						
126586	-96896C	3304 MAC'S HARDWARE	150.91						
1		06/25/25 TOOLS	32.98			6020	450000	432	101000
		5398							
2		06/11/25 SAW BLADES	56.97			6020	450000	432	101000
		4925							
3		06/30/25 SHOP SUPPLIES	60.96			6025	450000	433	101000
		5504							

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126906 1 903936	C 07/24/25	3304 MAC'S HARDWARE CABLE TIES	15.18 15.18			6010 450200	433		101000
126934 1 6426	C 07/25/25	3304 MAC'S HARDWARE HARDWARE	1.79 1.79			1000 430000	432		101000
Total for Vendor:			167.88						
127036 1 P12877 2 P12908 3 W07234	C 07/15/25	3536 MACQUEEN FD T-76,E-75, Spare Seals	450.68 122.59			2060 415200	420		101000
		07/21/25 FD E-71 Pressure Switch	374.34			2060 415200	420		101000
		07/23/25 FD Credit Labor Refund	-46.25			2060 415200	420		101000
Total for Vendor:			450.68						
126653 1 INV14075070	-96789C 07/11/25	5416 MARCO TECHNOLOGIES LLC NW 7128 Cloud fax service - July 2025 Cloud fax service - July 202	44.99 44.99			1000 415000	497		101000
126869 1 INV14105252	C 07/21/25	5416 MARCO TECHNOLOGIES LLC NW 7128 July 2025 - pd plotter	30.30 30.30			1000 421000	527		101000
Total for Vendor:			75.29						
126597 1 39608878 2 39608878 3 39608878 4 39608878	116984S 07/04/25	5349 MARCO TECHNOLOGIES, LLC Finance Non-Departmental Planning / Inspections HR	2,216.38 189.22 830.04 130.80 36.32			1000 414100 1000 415000 1000 418000 1000 414103	428 428 428 428		101000 101000 101000 101000

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5	39608878	07/04/25 Court	256.88			1000		412000	428		101000
39608878											
6	39608878	07/04/25 Police	28.70			1000		421000	428		101000
39608878											
7	39608878	07/04/25 PW Water	205.70			6020		450000	428		101000
39608878											
8	39608878	07/04/25 PW Sanitation	181.23			6010		450200	428		101000
39608878											
9	39608878	07/04/25 Fire	60.70			2060		415200	428		101000
39608878											
10	39608878	07/04/25 IT	130.80			1000		414104	428		101000
39608878											
11	39608878	07/04/25 Fleet & Facilities	35.19			1000		455000	428		101000
39608878											
12	39608878	07/04/25 Admin	130.80			1000		414000	428		101000
39608878											
127005		5349 MARCO TECHNOLOGIES, LLC	743.62								
1	07/28/25	LEASE FOR PRINTERS	743.62			7000		411600	428		101000
39761285											
Total for Vendor:			2,960.00								
127016		999999 MARK HONL	300.00								
1	07/31/25	Tree - 3322 2nd St E	300.00			5000		422000	490		101000
Total for Vendor:			300.00								
126904		3384 MATHESON TRI-GAS INC	65.01								
1	07/21/25	CYLINDER RENTAL	65.01			6020		450000	432		101000
0031820781											
Total for Vendor:			65.01								
126887	117030S	3630 MATRIX TRUST COMPANY	5,512.00								
1	07/25/25	Deferred Comp Pre-Tax July 25	3,590.00			1000		212547			101000
2	07/25/25	Deferred Comp Post-Tax July 25	1,922.00			1000		212548			101000
Total for Vendor:			5,512.00								

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126957		4045 MATTHEW DIMMER	45.00								
		LANDFILL TRAINING - BISMARCK, ND									
1		TRAVEL REIMBURSEMENT	45.00			6010		450200	340		101000
		Total for Vendor:	45.00								
127037	C	299 MENARDS (FIRE)	942.27								
1		07/25/25 FD St 76 Drainage	124.98			2060		415200	494		101000
61469											
2		07/24/25 FD Tr Grnds Project	42.45			2060		415200	494		101000
61403											
3		07/25/25 FD Tr Grnds Project	26.57			2060		415200	494		101000
61502											
4		07/28/25 FD St Supplies	60.59			2060		415200	500		101000
61692											
5		07/30/25 FD Tr Grnds Project	12.65			2060		415200	494		101000
61893											
6		07/30/25 St 76 Gym	2.25			2060		415200	500		101000
61893											
7		07/30/25 St 76 Landscapr	19.95			2060		415200	494		101000
61893											
8		07/16/25 FD Tr Grnds Project	5.91			2060		415200	494		101000
60802											
9		07/18/25 FD Tr Grnds Project	402.93			2060		415200	494		101000
60941											
10		07/18/25 FD Tr Grnds Project	73.11			2060		415200	494		101000
60944											
11		07/22/25 FD Tr Grnds Project	170.88			2060		415200	494		101000
61207											
		Total for Vendor:	942.27								
126873	C	5206 MENARDS (POLICE)	607.67								
		PO - 200262									
1		07/21/25 acct#30360698 k9 Q run pad/ken	607.67			2515		421000	915		101000
61146											

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127015	C	5206 MENARDS (POLICE)	21.98								
PO - 200267											
1	07/31/25	acct 30360698 master lock	36.99			1000		421000	641		101000
61946											
2	07/31/25	credit master lock	-36.99			1000		421000	641		101000
62051											
3	08/01/25	acct 30360698 lock & tools	21.98			1000		421000	641		101000
62052											
Total for Vendor:			629.65								
126834	C	4622 MENARDS (PUBLIC WORKS)	172.37								
1	07/16/25	30 AMP PANEL/POLE BREAKER	71.97			1000		430002	487		101000
60775											
2	07/17/25	CLEANER/CARTRIDGE	66.48			1000		430002	391		101000
60859											
3	07/18/25	HOLE SAW/DRILL BIT	33.92			1000		430002	432		101000
60938											
126894	C	4622 MENARDS (PUBLIC WORKS)	994.28								
1	07/22/25	FG STARTER 10M	94.95			1000		430000	358		101000
61218											
2	07/22/25	COOLER	64.99			1000		430000	639		101000
61213											
3	07/15/25	HARDWARE	7.44			1000		430001	358		101000
60697											
4	07/24/25	30 AMP/125 VOLT RV OUTLET	9.98			1000		430002	487		101000
61392											
5	07/22/25	STRETCH WRAP	9.99			6025		450000	432		101000
61219											
6	07/25/25	PIPE/COUPLING	39.71			2210		428000	432		101000
61507											
7	07/23/25	LUMBER/STAPLES	610.04			2210		428000	358		101000
61300											
8	07/23/25	SHOP SUPPLIES	157.18			1000		455000	433		101000
61335											

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126902	C	4622 MENARDS (PUBLIC WORKS)	320.67						
1	07/21/25	FUEL PREMIX	23.99			6020 450000	433		101000
61129									
2	07/18/25	LUMBER/CAUTION TAPE	293.69			6020 450000	438		101000
60942									
3	07/18/25	BLEACH	2.99			6020 450000	335		101000
60960									
126977	C	4622 MENARDS (PUBLIC WORKS)	32.92						
1	07/28/25	MARINE GRS	32.92			6025 450000	825		101000
61683									
126997	C	4622 MENARDS (PUBLIC WORKS)	45.33						
1	07/16/25	CLEANING SUPPLIES	45.33			1000 455000	500		101000
60828									
Total for Vendor:			1,565.57						
126965		4492 MICHAEL GALLO	140.00						
1	07/30/25	PROGRAM EVENT	140.00			7000 411600	649		101000
Total for Vendor:			140.00						
126853	E	2766 MIDCONTINENT COMMUNICATIONS	284.02						
1	14856 07/23/25	191305202 - 3050 Sheyenne	284.02			2310 452120	497		101000
19130520214856									
127009	E	2766 MIDCONTINENT COMMUNICATIONS	130.39						
1	07/23/25	TS - INTERNET	130.39			6010 450200	497		101000
2212130114856									
127041	E	2766 MIDCONTINENT COMMUNICATIONS	186.72						
1	07/27/25	FD July Charges	186.72			2060 415200	527		101000
37257170114862									
Total for Vendor:			601.13						

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127058	C	102 MIDSTATES WIRELESS	885.00								
1	08/01/25	removal #1189	885.00			1000		421000	610		101000
207000886-1											
		Total for Vendor:	885.00								
126970	C	1854 MIDWEST TAPE	179.34								
1	07/22/25	DVD	179.34			7000		411600	664		101000
507491823											
		Total for Vendor:	179.34								
126857	C	772 MINNKOTA	88.50								
1	06/30/25	June 2025 recycle	88.50			1000		421000	420		101000
463547											
		Total for Vendor:	88.50								
126943	C	2121 MOEN PORTABLES & SEPTIC	112.50								
1	07/28/25	PORTABLE RENTAL	112.50			6010		450200	357		101000
M8760											
		Total for Vendor:	112.50								
126610	-96795C	305 MOORE ENGINEERING INC	3,432.40								
24788	CWF 2025	Building Inspection Services - Task Order 91									
1	SIN003463	07/09/25 Building Inspection Survey	3,432.40			1000		418000	520		101000
SIN003463											
126698	-96787C	305 MOORE ENGINEERING INC	252,533.43								
1	SIN003535	07/14/25 Project 3006	130,006.82			4003		480000	313		101000
SIN003535											
2	SIN003533	07/14/25 Project 9061	8,383.78			4188		480000	313		101000
SIN003533											
3	SIN003533	07/14/25 Project 9062	9,247.50			4195		480000	313		101000
SIN003533											
4	SIN003258	07/01/25 Project 9021	6,923.35			2970		480000	313		101000
SIN003258											
5	SIN003539	07/14/25 Imp Dist 3009	9,376.50			4225		480000	313		101000
SIN003539											

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6	SIN003541	07/14/25 Imp Dist 3008	12,186.75			4224		480000	313		101000
SIN003541											
7	SIN003528	07/14/25 Imp Dist 2288	724.25			4437		480000	313		101000
SIN003528											
8	SIN003537	07/14/25 District 1353	14,546.09			4189		480000	313		101000
SIN003537											
9	SIN003538	07/14/25 Project 1351	10,800.00			4221		480000	313		101000
SIN003538											
10	SIN003532	07/14/25 Project 1348	34,383.57			4444		480000	313		101000
SIN003532											
11	SIN003530	07/14/25 Project 1345	3,746.20			4009		480000	313		101000
SIN003530											
12	SIN003189	06/30/25 Project 1339	188.50			4088		480000	313		101000
SIN003189											
13	SIN003526	07/14/25 Project 1316	9,821.12			4065		480000	313		101000
SIN003526											
14	SIN003527	07/14/25 20520 CWF Engineering Serv	227.50			2970		480000	313		101000
SIN003527											
15	SIN003527	07/14/25 20520 CWF Engineering Serv	1,971.50			1000		414200	313		101000
SIN003527											
126921	C	305 MOORE ENGINEERING INC	1,123.00								
		Project 24788 - CWF Building Inspection & Lot Staking									
		The Wilds Lot 14, 82, 80, & 79									
1	SIN003804	07/28/25 Project 24788 - Wilds	1,123.00			1000		418000	520		101000
SIN003804											
		Total for Vendor:	257,088.83								
126892	C	3085 MRA-THE MANAGEMENT ASSOCIATION,	1,000.00								
		Intern Leadership Program - 1 Intern									
1	00486976	07/08/25 Intern Leadership Program	1,000.00			1000		414103	340		101000
00486976											
		Total for Vendor:	1,000.00								

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126850		628 MTW TOWING	234.00								
		Tow/Hook Fee - 1999 Oldsmobile									
		Tow/Hook Fee - 2023 Chevrolet Trailblazer									
		Project 2290 - Remove from street for milling									
1	25-24332	07/23/25 Tow/Hook Fee	100.00			4185		480000	670		101000
	25-24332										
2	25-24331	07/23/25 Loaded/Hooked Mileage Tow Fe	134.00			4185		480000	670		101000
	25-24331										
		Total for Vendor:	234.00								
126718	116987S	5592 MUCHOW PROPERTIES	7,684.58								
		Permanent and Temporary Easements for Improvement District 2265									
1	07/16/25	Perm Easement Parcel 3-1	5,527.60			4793		480000	670		101000
		Project 2265									
2	07/16/25	Temp Easement Parcel 3-1A	2,156.98			4793		480000	670		101000
		Project 2265									
		Total for Vendor:	7,684.58								
126925	-96732E	4663 MUTUAL OF OMAHA	3,529.80								
1	07/25/25	July 2025 Contributions	3,529.80			1000		212515			101000
		Total for Vendor:	3,529.80								
126941	C	298 MVTL LABORATORIES	307.75								
1	07/23/25	WATER TESTING	307.75			6025		450000	335		101000
	1315960										
126973	C	298 MVTL LABORATORIES	2,745.00								
1	07/24/25	WATER TESTING	2,745.00			6025		450000	335		101000
	1316099										
		Total for Vendor:	3,052.75								
126737	116988S	999999 NANCY PENNELL	300.00								
		Tree Planting Permit - 324 25th Ave E									
1	07/17/25	Tree - 324 25th Ave E	300.00			5000		422000	490		101000
		Total for Vendor:	300.00								

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126926	-96731E	3546 NATIONWIDE INVESTMENT ADVISORS	10,138.00						
1	07/25/25	Jul 25 Post-Tax Contributions	2,724.00			1000 212551			101000
2	07/25/25	Jul 25 Pre-Tax Contributions	7,414.00			1000 212550			101000
		Total for Vendor:	10,138.00						
126824		5081 ND DEPARTMENT OF ENVIRONMENTAL West Fargo Airport Authority - #4295 PTRCF Fees - July	150.00						
1	5565 07/23/25	2026 Tank Registration	150.00			7050 500000	420		101000
5565		Total for Vendor:	150.00						
126886	-96736C	3541 ND FRATERNAL ORDER OF POLICE	2,281.50						
1	07/25/25	FOP Legal for July 2025	2,281.50			1000 212527			101000
		Total for Vendor:	2,281.50						
126617	116989S	337 ND LEAGUE OF CITIES	22,015.00						
		City Dues 2025							
1	13890 06/24/25	City Dues 2025	22,015.00			1000 415000	371		101000
13890		Total for Vendor:	22,015.00						
126858	-96726E	363 ND PERS	10,063.00						
		07/25/2025 Payroll							
1	07/25/25	457b Def Comp - Contributions	10,063.00			1000 212532			101000
126930	-96725E	363 ND PERS	400.00						
		July 2025							
1	07/25/25	Freadrich service credit purch	400.00			1000 212532			101000
126931	-96724E	363 ND PERS	318,758.51						
1	07/25/25	July Payroll - Contributions	318,759.11			1000 212532			101000
2	07/25/25	Rounding	-0.60			1000 414100	230		101000
		Total for Vendor:	329,221.51						

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126619	116992S	336 NDAAO	1,000.00								
		NDAAO Conference Badge - Denise Shilman									
1	07/11/25	NDAAO Conferece Registrations	700.00			1000		414101	340		101000
2	07/11/25	NDAAO Memberships	300.00			1000		414101	667		101000
		Total for Vendor:	1,000.00								
126841	C	756 NELCO FIRST AID	40.60								
1	07/13/25	PW - FIRST AID SUPPLIES	40.60			6020		450000	639		101000
250754											
		Total for Vendor:	40.60								
126932	C	1600 NELSON AUTO CENTER	46,612.00								
1	07/09/25	#6002 2025 GMC SIERRA 2500	46,612.00			2210		428000	610		101000
F3S057											
		Total for Vendor:	46,612.00								
126560	-96804C	2261 NETWORK CENTER INCORPORATED	21,726.23								
		Phone Project Order #32798									
1	INV235054	07/08/25 Phones - Teams Phone Projec	21,726.23			1000		414104	497		101000
		INV235054									
126608	-96796C	2261 NETWORK CENTER INCORPORATED	145.80								
		Gov 5MO Sub Acrbt Pro Ent MP LGA L6 100-999									
1	INV235105	07/09/25 Adobe Pro Licenses - Librar	145.80			7000		411600	497		101000
		INV235105									
126920	C	2261 NETWORK CENTER INCORPORATED	176.25								
		Technical Support Fees - Senior Engineer									
1	INV235607	07/28/25 Firewall assistance	176.25			1000		414104	497		101000
		INV235607									
127066	C	2261 NETWORK CENTER INCORPORATED	7,501.49								
1	235772	08/01/25 Net 15 Days - Technical Servic	7,501.49			1000		414104	497		101000
		INV235772									
		Total for Vendor:	29,549.77								

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126889 1	117031S 07/25/25	3543 NEW YORK LIFE INSURANCE & Deferred Comp EE July 2025	5,920.00 5,920.00			1000 212531			101000
		Total for Vendor:	5,920.00						
126816 1	116995S Pay App 2F	348 NORTHERN IMPROVEMENT CO 06/30/25 Imp Dist 1316.3	29,696.76 29,696.76			4065 480000	670		101000
		Total for Vendor:	29,696.76						
127033 1 2111		2889 NORTHLAND TRUCK SALES INC 07/28/25 2025 FREIGHTLINER M2	324,062.30 324,062.30			6010 450200	870		101000
		Total for Vendor:	324,062.30						
126915 1 37337	C 07/22/25	141 NORTHSTAR SAFETY, INC MARKING PAINT	212.40 212.40			1000 430000	722		101000
		Total for Vendor:	212.40						
126868 1 26057536 2 26057614 3 26057624 4 26057636	C 07/18/25 07/22/25 07/22/25 07/23/25	5440 NORTHWEST TIRE INC. (PD) #1214 alignment pass #1208 tire repair #1215 TPMS sensor #166 tire repair	284.92 136.90 43.51 61.00 43.51			1000 421000 1000 421000 1000 421000 1000 421000	427 427 427 427		101000 101000 101000 101000
		Total for Vendor:	284.92						
126860 1 130415	C 130415 07/01/25	5603 NUWAVE COMMUNICATIONS INC MS Teams phone plan - July 25	727.21 727.21			1000 415000	497		101000
		Total for Vendor:	727.21						

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126888	117032S	3542 NYLI FUNDS	850.00								
1	07/25/25	NYLI (Mainstay) July 2025	850.00			1000		212529			101000
		Total for Vendor:	850.00								
126897		4744 O'REILLY AUTOMOTIVE STORES, INC	153.24								
1	07/23/25	#8501 COOLANT HOSE	60.45			7000		411600	427		101000
1932477522											
2	07/25/25	#1180 LEAK DET PMP	27.42			1000		421000	427		101000
1932478255											
3	07/21/25	#8200 EVAP ITG MOD	41.74			1000		415000	427		101000
1932476493											
4	07/22/25	#1208 OIL FILTER	5.29			1000		421000	427		101000
1932477214											
5	07/18/25	SEALED BEAM	18.34			1000		430000	427		101000
1932475607											
		Total for Vendor:	153.24								
126849	C	3505 OFFICE SIGN COMPANY	40.00								
		Metal name Tag x 2									
		Amy Zundel									
		Rory Jorgensen									
1	SI-157420	06/02/25 Metal Names Tags - Commissi	40.00			1000		415000	410		101000
		SI-157420									
		Total for Vendor:	40.00								
127056	C	353 OHNSTAD TWICHELL	82,795.26								
		July invoices									
2	07/21/25	Imp Dist 1337	4,363.76			4086		480000	312		101000
204543											
3	07/21/25	Imp Dist 2265	5,783.00			4793		480000	312		101000
204545											
5	07/21/25	R&R 1st Addition	84.00			1000		418000	312		101000
204548											
7	07/21/25	Imp Dist 1339	976.02			4088		480000	312		101000
204544											
8	07/21/25	Open Records Requests	318.50			1000		415000	312		101000
204555											

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14 204556	06/30/25 Municipal Prosecutions		35,237.36			1000 412000	312		101000
19 204551	07/21/25 Hope Lutheran Addition		84.00			1000 418000	312		101000
20 204546	07/21/25 Imp Dist 2271		1,129.82			4005 480000	312		101000
49 204569	07/21/25 FMD - Warren 1st Subdivision		210.00			1000 418000	312		101000
50 204553	07/21/25 Imp Dist 2290		84.00			4185 480000	312		101000
51 204570	07/21/25 FMD - Mapleton Subdivision		210.00			1000 418000	312		101000
52 204549	07/21/25 Project 9054 - Ubiquity Agmt		462.00			4069 480000	312		101000
62 204558	07/21/25 General		4,029.00			1000 415000	312		101000
63 204559	07/21/25 Water Svcs Agmt w/ Cass Rural		504.00			1000 415000	312		101000
64 204552	07/21/25 Rezone Hope Lutheran Addition		348.00			1000 418000	312		101000
66 204547	07/21/25 Imp Dist 2270		8,156.92			4006 480000	312		101000
67 204557	07/21/25 Liquor License Applications		126.00			1000 415000	312		101000
68 204560	07/21/25 Imp Dist 2294		168.00			4223 480000	312		101000
69 204571	07/21/25 DMF 2nd Addition		252.00			1000 418000	312		101000
70 204562	07/21/25 Project 1351		84.00			4221 480000	312		101000
71 204563	07/21/25 Project 2293		3,731.00			4187 480000	312		101000
72 204565	07/21/25 Imp Dist 6062		84.00			4183 480000	312		101000
73 204567	07/21/25 Revolving Loan Fund Bonds		2,000.00			1000 415000	312		101000
74 204550	07/21/25 Imp Dist 3006		999.50			4003 480000	312		101000

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76 204554	07/21/25	Conditional Use Permits	168.00			1000		418000	312		101000
77 204566	07/21/25	Zoning Amend - Bldg Ctrl Line	146.08			1000		418000	312		101000
78 204561	07/21/25	Imp Dist 1353	489.00			4189		480000	312		101000
80 204572	07/21/25	Legislative Updates	4,068.00			1000		415000	312		101000
81 204564	07/21/25	Flood Insurance Rate Map Ord	966.00			1000		415000	312		101000
82 204573	07/21/25	Project 1352	84.00			4222		480000	312		101000
83 204568	07/21/25	Food Service Ord Amend Penalty	475.80			1000		415000	312		101000
84 204574	07/21/25	MOA for Parking Lot in DMU	1,723.50			2960		411900	312		101000
85 204575	07/21/25	HR/Payroll Serv Agmt w/ Parks	5,250.00			1000		414103	312		101000
Total for Vendor:			82,795.26								
126881	117033S	5606 OLIVIA PETERSON	1,852.77								
Direct deposit did not go through - need to cut a check for her 07/25/25 paycheck											
1	07/29/25	07.25.25 Payroll	1,852.77			7000		411600	110		101000
Total for Vendor:			1,852.77								
126856		276 OSTROMS ACE HARDWARE	39.90								
PO - 200266											
1	07/24/25	acct 44818, key chains	39.90			1000		421000	420		101000
229312											
126870		276 OSTROMS ACE HARDWARE	4.98								
1	07/22/25	acct 44818, keys made	4.98			1000		421000	420		101000
229294											

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127062		276 OSTROMS ACE HARDWARE	57.76								
1	07/16/25	FD Tr ground hardware	8.78			2060		415200	494		101000
229261											
2	07/18/25	FD Eq Svcs. Hardware	14.99			2060		415200	500		101000
229274											
3	07/21/25	FD Tr ground hardware	14.99			2060		415200	494		101000
229283											
4	07/22/25	FD Tr ground hardware	19.00			2060		415200	494		101000
229287											
Total for Vendor:			102.64								
126767	117001S	5119 OSTROMS ACE HARDWARE (PW)	6.74								
1	229236	07/14/25 Hardware/Screws - IT	6.74			1000		414104	410		101000
229236											
126835		5119 OSTROMS ACE HARDWARE (PW)	13.46								
1	07/14/25	HARDWARE/CABLE	13.46			1000		455000	420		101000
229235											
Total for Vendor:			20.20								
127004	C	2126 OVERDRIVE, INC	1,087.89								
1	07/28/25	EB00K	229.98			7000		411600	650		101000
02139C025229880											
2	07/28/25	AUDIOBOOK	857.91			7000		411600	650		101000
02139C025229880											
Total for Vendor:			1,087.89								
126595	117003S	3739 PARADIGM FIBER SPLICING LLC	3,136.00								
1	443	07/02/25 Project 9064	3,136.00			4209		480000	670		101000
443											
Total for Vendor:			3,136.00								
126980	C	1648 PARKLAND USA CORPORATION DBA	36,729.29								
1	07/23/25	BULK 87 ETHANOL - 40TH AVE	17,259.20			1000		140000			101000
798062-25											
2	07/24/25	BULK DIESEL - 40TH AVE	19,470.09			1000		140000			101000
798064-25											

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127029	C	1648 PARKLAND USA CORPORATION DBA	454.99						
1	07/23/25	FD St 75 Oil for Oil changes	454.99			2060 415200	424		101000
795687-25									
Total for Vendor:			37,184.28						
126979	C	673 PARSONS ELECTRIC	1,440.00						
1	07/18/25	BORE CONDUIT	1,440.00			1000 430002	391		101000
S0011329135									
Total for Vendor:			1,440.00						
126882	117034S	3548 PERSHING	500.00						
1	07/25/25	Alerus - July 2025	500.00			1000 212525			101000
Total for Vendor:			500.00						
126833	C	563 PETRO SERVE USA	109.96						
1	07/11/25	#2021 870XY	83.05			6020 450000	424		101000
2497									
2	07/17/25	#3401 PREMIUM	26.91			1000 430000	424		101000
4701									
126937	C	563 PETRO SERVE USA	3,261.33						
1	07/23/25	CENEX INDOL	429.98			1000 430000	424		101000
101612									
2	07/23/25	MOTOR OIL	1,052.06			6010 450200	424		101000
493									
3	07/23/25	MOTOR OIL	679.45			6010 450200	424		101000
491									
4	07/23/25	MOTOR OIL	944.74			6020 450000	424		101000
492									
5	07/29/25	#2021 870XY	87.95			6020 450000	424		101000
9663									
6	07/21/25	#2021 870XY	67.15			6020 450000	424		101000
6098									
Total for Vendor:			3,371.29						

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126855		1987 PETSMART	20.38								
	PO - 200263										
	1	07/23/25 cat food for traps	22.01			1000		421000	420		101000
	2	07/23/25 tax exempt 4511	-1.63			1000		421000	420		101000
127042		1987 PETSMART	74.99								
	1	07/28/25 FD Mika Food	74.99			2060		415200	915		101000
	27072825101										
		Total for Vendor:	95.37								
127014	C	1483 PITNEY BOWES BANK INC - RESERVE	1,500.00								
	reserve acct										
	1	07/31/25 reserve acct 53241956 (PD)	1,500.00			1000		421000	661		101000
		Total for Vendor:	1,500.00								
126945	C	1755 PRO SWEEP INC	2,125.00								
	1	07/29/25 SHEYENNE TUNNEL SWEEP (JULY)	2,125.00			1000		430000	485		101000
	26038										
		Total for Vendor:	2,125.00								
127011		5602 PROLINE INC - WATERTOWN	12,745.25								
	1	07/30/25 #5111 PARTS WASHER	12,745.25			1000		455000	870		101000
	C159545										
		Total for Vendor:	12,745.25								
127043		5607 RACHEL JENSEN	63.00								
	Training - Aberdeen										
	1	07/31/25 Travel reimb - 7/30/25	63.00			2210		428000	340		101000
		Total for Vendor:	63.00								
126922		2982 RDO EQUIPMENT CO	3,150.00								
	New Frontier LP2196										
	1	1913798 07/01/25 Deere Equipment Gravel Drag	3,150.00			7050		500000	426		101000
	1913798-6661582										
		Total for Vendor:	3,150.00								

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126802	-96786C	3204 RECORD KEEPERS	35.00						
1	A283050	05/31/25 City Hall / Court Shred Bins	35.00			1000 415000	420		101000
		A283050							
		Total for Vendor:	35.00						
126885	-96737C	1464 RED RIVER VALLEY FOP LODGE #1	896.50						
1	07/25/25	FOP Dues July 2025	896.50			1000 212526			101000
		Total for Vendor:	896.50						
126908		1016 RED WING BUSINESS ADVANTAGE	195.49						
1	07/18/25	L DUDDEN BOOTS	195.49			6010 450200	422		101000
		513385							
		Total for Vendor:	195.49						
127045	C	5509 RHYS LUGER	63.00						
		Training - Aberdeen							
1	07/31/25	Travel reimb - 7/30/25	63.00			2210 428000	340		101000
		Total for Vendor:	63.00						
126939	C	2806 RMB ENVIRONMENTAL LABORATORIES,	935.00						
1	07/17/25	TOXICITY TESTING	935.00			6025 450000	335		101000
		E000739							
		Total for Vendor:	935.00						
127018		999999 RUSTY HUSCHKA	190.00						
1	07/31/25	Tree - 3106 Foxtail Drive	190.00			5000 422000	490		101000
		Total for Vendor:	190.00						
126848	E	3353 SAM'S CLUB MC/SYNCB	23.88						
		Water Bottles 40pk x 6							
1	07/15/25	Water for City Hall	23.88			1000 415000	410		101000
126995	E	3353 SAM'S CLUB MC/SYNCB	220.56						
1	07/15/25	CLEANING SUPPLIES	85.32			1000 455000	500		101000
2	07/21/25	SA - PAPER PRODUCTS	135.24			6010 450200	500		101000
		Total for Vendor:	244.44						

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127061	E	1881 SAM'S CLUB/SYNCHRONY BANK (FD)	352.92						
1	07/29/25	FD St 75 Station Supplies	129.32			2060 415200	500		101000
828168357									
2	07/29/25	FD ST 76 Station Supplies	223.60			2060 415200	500		101000
8208 2369 5270 4									
Total for Vendor:			352.92						
126864		5604 SAMANTHA HUGGETT	271.00						
		ESRI User Conference - San Diego - 07/13/25-07/19/25							
1	07/21/25	Travel reimb 7/13-7/19	271.00			1000 414000	340		101000
Total for Vendor:			271.00						
126822		437 SANDY'S DONUTS & COFFEE SHOP	10,588.40						
		Enterprise Grant Payment #10							
1	Grant #10 07/16/25	Enterprise Grant Payment #1	10,588.40			2960 411900	654		101000
		Sandy's Grant Payment #10							
126875		437 SANDY'S DONUTS & COFFEE SHOP	323.87						
1	07/22/25	bakery for training	73.97			1000 421000	375		101000
7881									
2	05/21/25	bakery for training	99.96			1000 421000	375		101000
983875									
3	07/23/25	bakery for training	74.97			1000 421000	375		101000
988639									
4	07/24/25	bakery for training	74.97			1000 421000	375		101000
989069									
Total for Vendor:			10,912.27						
126993	C	454 SANITATION PRODUCTS	610.60						
1	07/24/25	#7000 HEX SOCK SHOULDER	9.78			6025 450000	427		101000
93709									
2	07/17/25	#3061 BEARING	600.82			1000 430000	427		101000
93646									
Total for Vendor:			610.60						

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126633	117010S	5135 SARA GASEVIC	471.18								
		SHRM Conference - San Diego - 06/27/25-07/02/25									
		Meals and rideshare									
1	07/11/25	Travel Reimb - 06/27-07/02	471.18			1000		414103	340		101000
		Total for Vendor:	471.18								
126815	-96805C	2602 SELLIN BROTHERS, INC	697,582.32								
1	Pay App 3	07/15/25 Project 3006	697,582.32			4003		480000	670		101000
		Pay App 3									
		Total for Vendor:	697,582.32								
127072	C	5570 SHEYENNE 32 EAST LLC	699.67								
		3150 Sheyenne St - Unit A									
1	08/01/25	CAM/Operating Exp - August	484.00			2960		411900	416		101000
		3150 Sheyenne St - Unit A									
2	08/01/25	Parking Fee - August	79.17			2960		411900	416		101000
		3150 Sheyenne St - Unit A									
3	08/01/25	Plaza Fee - August	136.50			2960		411900	416		101000
		3150 Sheyenne St - Unit A									
		Total for Vendor:	699.67								
126960		3994 SHEYENNE GARDENS	2,887.50								
1	07/22/25	9TH ST ROUNDABOUT	2,887.50			1000		430001	358		101000
		77									
		Total for Vendor:	2,887.50								
126606	-96797C	5199 SIGN BADGERS	24.10								
		Cubicle Nameplates Inserts									
1	34921	07/07/25 Cubicle Nameplates - Assessing	24.10			1000		414101	410		101000
		34921									
126618	-96793C	5199 SIGN BADGERS	59.90								
		Engraved Nameplates									
1	34874	07/11/25 Engraved Nameplates x 2	59.90			2970		480000	653		101000
		34874									

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127003 1 35007	C 07/25/25	5199 SIGN BADGERS BOARD MEMBER NAME PLATES	162.75 162.75			7000 411600	410		101000
Total for Vendor:			246.75						
127038 1 91331	C 07/31/25	3642 SIGN PRO #1224 graphics	625.00 625.00			1000 421000	610		101000
Total for Vendor:			625.00						
126961 1 418237	C 07/16/25	91 SIGN SOLUTIONS USA SIGNS	1,248.05 1,248.05			1000 430000	487		101000
Total for Vendor:			1,248.05						
127067 1 NDT8B3-07312025		2655 SIMPLIFILE 07312025 07/31/25 Service 07/01/25-07/31/25	125.00 125.00			1000 418000	668		101000
Total for Vendor:			125.00						
126604 1 142297	117012S 142297 07/09/25	4042 SIR SPEEDY COMM New Resident Handout New Resident Handout	87.05 87.05			1000 416200	668		101000
Total for Vendor:			87.05						
127006 1 64461403 2 64461402	C 04/21/25 04/21/25	3652 SNAP-ON TOOLS INDUSTRIAL TORX TAMPER INSERT BIT FLRNT MET C/FTWRSET	160.71 4.03 156.68			1000 455000 1000 455000	432 870		101000 101000
Total for Vendor:			160.71						

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
126877	C	3325 SPHERION STAFFING LLC	1,036.25						
1	RL3409151	07/20/25 Temp - Ben Lippincott	07/20 1,036.25			1000 414100	418		101000
	RL3409151								
127048	C	3325 SPHERION STAFFING LLC	1,036.25						
1	RL3412971	07/27/25 Temp - Ben Lippincott	07/27 1,036.25			1000 414100	418		101000
	RL3412971								
		Total for Vendor:	2,072.50						
126621	117017S	440 SRF CONSULTING GROUP, INC	27,367.55						
	Project No. 6063								
1	19229.00-2	06/30/25 Project No. 6063 8th St W	27,367.55			4213 480000	313		101000
	19229.00-2	Project 6063							
		Total for Vendor:	27,367.55						
126826	C	3516 STEIN'S INC	433.88						
1	07/21/25	FD St 76 Supplies	299.48			2060 415200	500		101000
	960407								
2	07/21/25	FD St 76 Supplies	134.40			2060 415200	500		101000
	960414								
		Total for Vendor:	433.88						
126844	C	176 SUMMIT FIRE PROTECTION	103.10						
1	07/08/25	SA - FIRE EXTINGUISHER	103.10			6010 450200	420		101000
	3372836								
		Total for Vendor:	103.10						
126865		5605 SUN CONTROL LLC	7,420.00						
	30% down payment								
1	3607	07/23/25 Install safety film - CH	7,420.00			1000 363400			101000
	3607								
		Total for Vendor:	7,420.00						

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126898	C	733 SWANSTON EQUIPMENT CORP	504.60						
1	07/25/25	#3035 AIR CLNR COVER	82.54			1000	430001	427	101000
P14935									
2	07/17/25	#3054 ACD 7PIN KIT	235.16			1000	430000	427	101000
P14655									
3	07/25/25	#3035 FILTER	186.90			1000	430001	427	101000
P14937									
Total for Vendor:			504.60						
126905		890 TCC MATERIALS	282.00						
1	07/10/25	CONCRETE MIX	282.00			6020	450000	394	101000
7812976									
Total for Vendor:			282.00						
127040		3126 THE LOCKSHOP	5.90						
1	07/31/25	new lock & key - chris's desk	5.90			1000	421000	420	101000
0000302327									
Total for Vendor:			5.90						
126817	-96764E	1540 THE TITLE COMPANY	90,485.65						
Lannie D Runck and Ann Runck Property Purchase									
Project 2265									
1	281601	07/21/25 Lannie & Ann Runck - #281601	90,485.65			4793	480000	670	101000
281601									
126880	-96722E	1540 THE TITLE COMPANY	925,436.93						
Hazer Ventures LLC Property Purchase									
Project 9036									
1	280192	07/30/25 Hazer Ventures - #280192	925,436.93			4023	450000	475	101000
280192									
Total for Vendor:			1015,922.58						
126989	C	3352 TITAN MACHINERY - FARGO	164.10						
1	07/23/25	#4403 FILTERS	164.10			6010	450200	427	101000
PS0845078									
Total for Vendor:			164.10						

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126727	117021S	5593 TLC MAINTENANCE LLC	8,955.00						
		Project 2265 Easements 1-5 & 1-5A							
	1	07/16/25 Perm Easement Parcel 1-5	6,825.00			4793 480000	670		101000
		Project 2265							
	2	07/16/25 Temp Easement Parcel 1-5A	2,130.00			4793 480000	670		101000
		Project 2265							
		Total for Vendor:	8,955.00						
126728	117022S	5594 TOBY AND PAMELA PETERSON	1,387.34						
		Temporary Easement Project 2265							
	1	07/16/25 Temp Easement Parcel 8-4A	1,387.34			4793 480000	670		101000
		Project 2265							
		Total for Vendor:	1,387.34						
126984		1234 TOOL WAREHOUSE INC	255.28						
	1	07/24/25 NEW TOOLBOX TOOLS	255.28			1000 455000	870		101000
		0283715							
		Total for Vendor:	255.28						
126958		1373 TROY FREADRICH	45.00						
		LANDFILL TRAINING - BISMARCK, ND							
	1	TRAVEL REIMBURSEMENT	45.00			6010 450200	340		101000
		Total for Vendor:	45.00						
126843	C	665 TWIN CITY GARAGE DOOR	180.00						
	1	07/16/25 PW - DOOR REPAIR	180.00			6020 450000	420		101000
		422190179							
		Total for Vendor:	180.00						
126837		2136 ULINE INC	1,059.35						
	1	07/09/25 SAFETY HARNESS	599.49			2210 428000	641		101000
		195087112							
	2	07/09/25 SW - NITRILE GLOVE REFILLS	229.93			6025 450000	433		101000
		195122850							
	3	07/09/25 BG - NITRILE GLOVE REFILLS	229.93			1000 455000	433		101000
		195122850							
		Total for Vendor:	1,059.35						

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126890	-96735C	1562 UNITED WAY OF CASS-CLAY	47.00						
1	07/25/25	July 2025 Contributions	47.00			1000 212536			101000
		Total for Vendor:	47.00						
126927	-96730E	4665 UNUM	12,324.80						
1	07/25/25	Jul 25 Employee Contributions	6,685.97			1000 212514			101000
2	07/25/25	Jul 25 Employer Contributions	5,638.83			1000 212514			101000
		Total for Vendor:	12,324.80						
126872		2709 VIGEN'S LAWN SERVICE INC	368.00						
1	07/17/25	abatement - 820 7th ave e	184.00			1000 415000	555		101000
454955									
2	07/17/25	abatement - 541 4th ave nw	92.00			1000 415000	555		101000
454958									
3	07/17/25	abatement - 535 4th ave nw	92.00			1000 415000	555		101000
454957									
126947		2709 VIGEN'S LAWN SERVICE INC	276.00						
1	07/25/25	Abatement 752 Beaton Dr E	276.00			1000 415000	555		101000
455336									
		Total for Vendor:	644.00						
126928	-96729E	4662 VOYA	414.00						
1	07/25/25	July 2025 Contributions	414.00			1000 212511			101000
		Total for Vendor:	414.00						
126896	C	544 WALLWORK TRUCK CENTER	509.96						
1	07/22/25	ST - FIRE EXTINGUISHERS	148.96			1000 430000	427		101000
01P620206									
2	07/22/25	SW - FIRE EXTINGUISHERS	148.96			6025 450000	427		101000
01P620206									
3	07/22/25	WA - FIRE EXTINGUISHERS	148.96			6020 450000	427		101000
01P620206									
4	07/24/25	MUDFLAPS	63.08			1000 430000	427		101000
01P620996									
		Total for Vendor:	509.96						

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126847		2945 WEST FARGO AREA COMMUNITY	2,156.84						
	June - July 2025	Bills for reimbursement							
1	07/24/25	June-July 2025 Reimbursement	2,156.84			1000	415000	374	101000
		Total for Vendor:	2,156.84						
126643	-96792C	4773 WEST FARGO EVENTS	40,428.85						
		Management & Programming Fees							
1	1455 07/01/25	Essentia Health Plaza Fee	18,205.42			2310	452120	810	101000
1455									
2	1455 07/01/25	POW/MIA Plaza Fee	5,574.70			2310	452120	810	101000
1455									
3	1455 07/01/25	Parking Ramp Management Fee	11,840.33			2320	452110	810	101000
1455									
4	1455 07/01/25	City Events Management	4,808.40			2960	411900	810	101000
1455									
		Total for Vendor:	40,428.85						
126825		566 WEST FARGO PARK DISTRICT	100,736.48						
	July 2025	State Aid							
1	07/23/25	July 2025 State Aid	100,736.48			2050	451000	992	101000
		Total for Vendor:	100,736.48						
126907	C	2184 WEST SIDE STEEL	284.48						
1	07/24/25	SQUARE TUBE	28.04			6010	450200	914	101000
12942									
2	07/18/25	SHEET METAL	256.44			6010	450200	914	101000
12901									
		Total for Vendor:	284.48						
126829	-96738E	3549 WEX FSA	3,554.95						
1	07/25/25	Med FSA - 07/25/25 payroll	388.33			1000	212530		101000
2	07/25/25	Dep FSA - 07/25/25 payroll	3,166.62			1000	212523		101000
		Total for Vendor:	3,554.95						

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126649	-96791C	807 WEX HEALTH, INC	809.75						
		Cobra/FSA/HSA June							
1	06/30/25	Cobra/FSA/HSA June	809.75			1000 414103	307		101000
		0002181337-IN							
		Total for Vendor:	809.75						
126923	-96734E	4676 WEX HSA	38,821.85						
		7.25.25 Payroll							
1	07/25/25	HSA Contributions - ER	12,060.14			1000 212530			101000
2	07/25/25	HSA Contributions - EE	26,761.71			1000 212530			101000
		Total for Vendor:	38,821.85						
126884	117035S	3827 WF Firefighters Association	1,160.00						
1	07/25/25	Fire Union Dues July 2025	1,160.00			1000 212552			101000
		Total for Vendor:	1,160.00						
126972		5095 WHITE CAP LP	2,665.62						
1	07/24/25	WOVEN GEOTEXTILE WINFAB	2,665.62			4387 480000	500		101000
		50032507086							
		Total for Vendor:	2,665.62						
126729	117027S	5595 WMF PROPERTIES LLC	710.00						
		Temporary Easement for Project 2265							
1	07/16/25	Temp Easement Parcel 7-2A	710.00			4793 480000	670		101000
		Project 2265							
		Total for Vendor:	710.00						
126899		5528 WORLD INSURANCE ASSOCIATES LLC	73,421.00						
1	07/08/25	NONDEPT-PROPERTY INS. RENEW	18,355.25			1000 415000	321		101000
		378239							
2	07/08/25	BG-PROPERTY INS. RENEW	19,089.46			1000 455000	321		101000
		378239							
3	07/08/25	FIRE-PROPERTY INS. RENEW	2,936.84			2060 415200	321		101000
		378239							
4	07/08/25	SHEYPLAZA-PROPERTY INS. RENEW	2,936.84			2310 452120	321		101000
		378239							

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5 378239	07/08/25	SHEYPARK-PROPERTY INS. RENEW	9,544.73			2320		452110	321		101000
6 378239	07/08/25	SW-PROPERTY INS. RENEW	17,621.04			6025		450000	321		101000
7 378239	07/08/25	LIBRARY-PROPERY INS. RENEW	2,936.84			7000		411600	321		101000
126909 1 9001005191	07/18/25	5528 WORLD INSURANCE ASSOCIATES LLC PROJ 9061	8,442.00 8,442.00			4188		480000	724		101000
127060 1 386461	07/29/25	5528 WORLD INSURANCE ASSOCIATES LLC FD sale of 2012 Stephen Ladder	2,699.00 -1,002.00			2060		415200	321		101000
2 387516	07/31/25	FD Purchase of 24 Pierce Ladde	3,701.00			2060		415200	321		101000
Total for Vendor:			84,562.00								
126891 July 2025 - Natural Gas Bill 1 937177033	E	338 XCEL ENERGY 07/23/25 New City Hall (WEX Bldg)	37.60 37.60			1001		415000	527		101000
126948 1 937388690	E	338 XCEL ENERGY 06/23/25 June 2025, 603/605 Shey St	25.79 25.79			1000		421000	527		101000
126963 1 937516484	E	338 XCEL ENERGY 07/25/25 1690 13TH AVE S	472.25 56.38			1000		430002	527		101000
2 937378389	07/24/25	901 10TH AVE E	56.37			1000		430002	527		101000
3 937534264	07/25/25	1680 13TH AVE E	102.88			1000		430002	527		101000
4 937798833	07/28/25	312 5TH AVE W	235.01			1000		430002	527		101000
5 937732518	07/28/25	309 2ND AVE W	21.61			1000		430002	527		101000

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126964	E	338 XCEL ENERGY	428.31								
1	07/24/25	SM33	301.52			6025		450000	527		101000
937330823											
2	07/24/25	60L 12TH ST E	70.01			6025		450000	527		101000
937344011											
3	07/21/25	SM75	56.78			6025		450000	527		101000
936793423											
126966	E	338 XCEL ENERGY	77.03								
1	07/23/25	344 SHEYENNE - SHEYENNE PLAZA	20.24			2310		452120	527		101000
937165672											
2	07/23/25	300 SHEYENNE - PIONEER PLAZA	56.79			2310		452120	527		101000
937167092											
126967	E	338 XCEL ENERGY	301.08								
1	07/24/25	1100 12TH AVE NW	228.28			6020		450000	527		101000
937389854											
2	07/24/25	1100 12TH AVE NW	36.40			6020		450000	527		101000
937380769											
3	07/21/25	1620 MAIN AVE - TRANSFER STATI	36.40			6010		450200	527		101000
936777857											
Total for Vendor:			1,342.06								
126840	C	1484 YHR PARTNERS	205,870.00								
1	07/14/25	PROJ 9061	205,870.00			4188		480000	313		101000
13219											
Total for Vendor:			205,870.00								
126969		5460 ZACHARY STEFFENS	315.00								
VACTOR TRAINING - STREETER, IL											
1	07/29/25	TRAVEL REIMBURSEMENT	315.00			1000		455000	340		101000
Total for Vendor:			315.00								

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
127013		999999 ZACHERY FOUNTAIN	300.00						
1	07/31/25	Tree - 1070 51st Ave W	300.00			5000 422000	490		101000
Total for Vendor:			300.00						
# of Claims			302	Total:	6190,498.49	# of Vendors	106		
Total Electronic Claims					3954,509.25				
Total Non-Electronic Claims					2235989.24				

** 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. **

Cyber Incident IT Mutual Aid Agreement

Agreement between

County of Cass, North Dakota

And

City of Fargo

And

City of West Fargo

This Cyber Incident IT Mutual Aid Agreement (“Agreement”) is entered into by and between the County of Cass, North Dakota, City of Fargo, North Dakota, and City of West Fargo, North Dakota.

Section 1. Purpose. This Agreement is made and entered into by and among the undersigned political subdivisions within the State of North Dakota (“Participating Entities”) to provide mutual assistance in the form of information technology (IT) resources and support in the event of a cyber incident. This Agreement promotes regional preparedness, operational continuity, and cooperation in alignment with North Dakota Century Code (NDCC) § 54-40.3, which authorizes intergovernmental cooperation among political subdivisions for mutual advantage.

Section 2. Authority. This Agreement is executed under the authority granted by North Dakota law, specifically NDCC § 54-40.3 – Intergovernmental Cooperation, NDCC § 37-17.1 – North Dakota Emergency Management Law, and the local applicable home rule charters or ordinances permitting interlocal collaboration. The Participating Entities agree this Agreement is consistent with their respective enabling authorities.

Section 3. Definitions. When used in this Agreement, the following terms are defined as follows:

- A. Cyber Incident: An actual or suspected event that compromises or threatens the confidentiality, integrity, or availability of information systems, data, or services.
- B. Requesting Entity: A local government entity requesting assistance under this Agreement.
- C. Responding Entity: A local government entity that provides assistance in response to a request under this Agreement.
- D. IT Resources: Includes but is not limited to IT personnel, systems, digital forensics tools, communications platforms, and other cyber response capabilities.
- E. Mutual Aid: Voluntary provision of assistance between Participating Entities for preparedness, response, or recovery from a cyber event.

Section 4. Activation and Request Process. A Requesting Entity may activate this Agreement when experiencing or anticipating a cyber incident. Requests may be made verbally (in urgent situations) or in writing. If orally, any such request must be followed up in writing within 72 hours. Requests should specify: (1) nature of the incident; (2) type of assistance required; (3) estimated duration of aid, and (4) point of contact.

Section 5. Type of Assistance. Assistance provided under this Agreement may include, but is not limited to:

- A. Cybersecurity incident response;
- B. Network recovery and infrastructure support;
- C. Forensic investigation and evidence preservation;
- D. Threat intelligence sharing;
- E. Temporary staffing and operational support; or
- F. Liaison assistance with third-party vendors or law enforcement.

No Responding Entity shall be obligated to provide IT resources assistance if doing so, in the sole discretion of the Responding Entity, compromises its own essential operations. Additionally, a Responding Entity has the authority to withdraw providing IT resources assistance after initially providing mutual aid if doing so, in the sole discretion of the Responding Entity, compromises its own essential operations.

Section 6. Cost and Reimbursement. Each Responding Entity shall, by default, bear its own costs unless otherwise agreed in writing. Reimbursement terms may be negotiated on a per-incident basis and may cover: Personnel costs (wages, overtime, travel); equipment usage or repairs, and contractor services. If reimbursement is sought, the Requesting Entity must confirm in writing its acceptance of the costs before resources are deployed by the Responding Entity. The procedure and timing for reimbursement to the Responding Entity will be set forth in the Requesting Entity's written confirmation for reimbursement.

Section 7. Indemnification and Liability. Each Participating Entity is responsible for the acts or omissions of its own officers, employees, or agents and agrees to hold harmless other entities to the extent allowed by law. This provision shall survive termination of this Agreement for any acts or omissions occurring prior to termination. No provision of this Agreement shall be interpreted as a waiver of the statutory limitations on liability provided by NDCC Chapter 32-12.1 or any other applicable immunity or limitation. This Agreement does not create any employment relationship, joint venture, or partnership between Participating Entities.

Section 8. Insurance. Each Participating Entity shall maintain appropriate insurance coverage or self-insurance through public risk pools (e.g., NDIRF) to cover general liability, cyber liability, and workers' compensation. Failure to maintain insurance does not relieve a party of its responsibilities under this Agreement.

Section 9. Confidentiality and Public Records. All information shared under this Agreement in response to a cyber incident is considered sensitive and shall be kept confidential to the extent permitted under North Dakota law, including NDCC § 44-04-18 (open records and exceptions) and any applicable exemptions for security planning or law enforcement investigations. Participating Entities agree not to disclose confidential or privileged data except as required by law or with written permission.

Section 10. Command and Control. The Requesting Entity retains operational authority and oversight of its systems during a cyber incident. The Responding Entity provides assistance under the direction of the Requesting Entity's designated lead or incident commander.

Section 11. Duration and Termination. This Agreement shall take effect upon execution by two or more entities and shall remain in effect until terminated. Any Participating Entity may withdraw from the Agreement by providing 30 calendar days' written notice. Termination shall not relieve any party of obligations already incurred.

Section 12. Dispute Resolution. Participating Entities agree to attempt informal resolution of disputes arising from this Agreement. If unresolved, the matter may be submitted to a neutral third party or mediator acceptable to all involved parties. If after mediation, the Participating Entities are unable to reach a resolution, they have all rights available to them under law.

Section 13. Governing Law and Venue. This Agreement shall be governed by the laws of the State of North Dakota. Any legal action related to this Agreement shall be brought in Cass County District Court.

Section 14. Amendments. This Agreement may be amended at any time with the written consent of the Participating Entities. Amendments shall be distributed to all signatories.

Section 15. Authority to Contract. Each Participating Entity affirms that it has the legal authority to enter into this Agreement and bind its organization accordingly.

In witness whereof, this Agreement has been executed and approved and is effective and operative as to each of the parties as herein provided.

CASS COUNTY

BY: _____

Tony Grindberg, Chairman

ATTEST: _____

County Auditor

CITY OF FARGO

BY: _____

Timothy J. Mahoney, M.D., Mayor

ATTEST: _____

Steven Sprague, City Auditor

CITY OF WEST FARGO

BY: _____

Bernie L. Dardis, President, City Commission

ATTEST: _____

City Auditor

**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 Blessed Sacrament Church		Dates of Activity (Does not include dates for the sales of tickets) October 5, 2025	
Organization or Group Contact Person Fr. Gary Luiten		E-mail gary@bscwf.org	Telephone Number 701.282.3321
Business Address 210 5 th Avenue West		City West Fargo	State ND
Mailing Address (if different) Same as above		City	ZIP Code 58078

SITE INFO

Site Name Blessed Sacrament Church		County Cass	
Site Physical Address 210 5 th 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.)

Bingo & Raffle Tickets October 5, 2025

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle Tickets	See attached sheet	16,700
Bingo	See attached sheet	500
Total (limit \$40,000 per year)		\$ 7,200

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds
Fundraiser for churches operational costs (water, electric, heat, air conditioning)

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 Fr. Gary Luiten	Telephone Number 701.282.3321	E-mail Address gary@bscwf.org
Signature of Organization Group's Permit Organizer Fr. Gary Luiten	Title Pastor	Date 7.16.2025

BLESSED SACRAMENT CHURCH: FALL DINNER/BAZAAR; OCTOBER 5, 2025

BINGO:

10 games for \$10 is the cost

8 Regular games that will win \$10 each game. If win on special ball (1 number out of 75) will receive \$20 (double – does not happen very often)

Total amount of payout on 8 regular games = \$80 in winnings or a maximum of \$160
(w/special ball doubling payout – does not happen often)

2 Special regular games with payout of \$20 each for a total payout of \$40

2 Special Games:

50/50 cost \$1 per game card and depends on how many cards are purchased. In the past the payout has been \$60 maximum

Black out highest payout would be \$200

Total payout of winnings: \$380

Highest amount: \$460

All earnings over and above the payout to winners will go to Blessed Sacrament Catholic Church

RAFFLE TICKETS:

Winnings are as follows:

1-\$3,000 Cash;

1 - \$1,500 Cash;

1 - \$500 Cash;

2 - \$250 Cash = \$500

10 - \$100 Cash = \$1,000

Total Cash payout is: 6,500

1 Homemade quilt (62" x 62") valued at \$200

Total monetary value of winners = \$6,700

Bingo Maximum \$500

Total amount for permit \$7,200

Intended Uses of Gaming Proceeds:

Will help pay for the utility bills (including heat, air, water, electric, phones, internet) and any unexpected repairs (general maintenance) within the parish.

**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 Friends of the Hansen Family		Dates of Activity (Does not include dates for the sales of tickets) 8-17-2025	
Organization or Group Contact Person Molly Johnson	E-mail mollyj@ymail.com	Telephone Number 7013061038	
Business Address 549 4th Ave W	City West Fargo	State ND	ZIP Code 58078
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

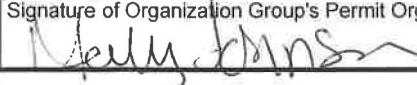
Site Name Silver Dollar Bar		County	
Site Physical Address 221 Sheyenne Street	City West Fargo	State ND	ZIP Code 58078
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) 8-17-2025			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Silent Auction	Baskets	500.00
50/50		1,000.00
meat raffle		1,000.00
Total (limit \$40,000 per year)		\$ 2,500.00

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds medical expenses for the Hansen family	
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 any 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 Friends of the Hansen Family	Telephone Number 701-306-1038	E-mail Address mollyj@ymail.com
Signature of Organization Group's Permit Organizer 	Title	Date 8-1-2025

Information required to be preprinted on a standard raffle ticket:

1. Name of organization;
2. Ticket number;
3. Price of the ticket, including any discounted price;
4. Prize, description of an optional prize selectable by a winning player, or option to convert a merchandise prize to a cash prize that is limited to the lesser of the value of the merchandise prize or eight thousand dollars. However, if there is insufficient space on a ticket to list each minor prize that has a retail price not exceeding twenty-five dollars, an organization may state the total number of minor prizes and their total retail price;
5. For an organization that has a permit, print the authorizing city or county and permit number;
6. A statement that a person is or is not required to be present at a drawing to win;
7. Date and time for each drawing and, if the winning player is to be announced later, date and time of that announcement. For a calendar raffle, if the drawings are on the same day of the week or month, print the day and time of the drawing;
8. Location and physical street address of the drawing;
9. If a merchandise prize requires a title transfer involving the Department of Transportation, a statement that a winning player is or is not liable for sales or use tax;
10. If a purchase of a ticket or winning prize is restricted to a person of a minimum age, a statement that a person must be at least "-" years of age to buy a ticket or win a prize;
11. A statement that a purchase of the ticket is not a charitable donation;
12. If a secondary prize is an unguaranteed cash or merchandise prize, a statement that the prize is not guaranteed to be won and odds of winning the prize based on numbers of chances; and
13. If a prize is live beef or dairy cattle, horse, bison, sheep, or pig, a statement that the winning player may convert the prize to a cash prize that is limited to the lesser of the market value of the animal or six thousand dollars.

PRIZE RESTRICTIONS:

A single cash prize cannot exceed \$8,000

The retail value of a merchandise prize cannot exceed \$8,000.

The total of all cash prizes and retail value of all merchandise prizes for all games cannot exceed \$40,000 per year.

If the value of the planned cash and merchandise prizes exceed \$40,000, the organization or group must reduce the prizes to this limit or a nonprofit corporation may apply for a state gaming license with the Office of Attorney General.

LOCAL PERMIT AND RESTRICTED EVENT PERMIT DIFFERENCES:

	<u>Local Permit</u>	<u>Restricted Event Permit</u>
Number of events per year	Limited by prizes	One
Must file an information report	Yes, if political party	Yes
May pay employees compensation	Yes	No
Must use chips as wagers	No	Yes
Use of net income	Unrestricted	Restricted
Games allowed	Bingo Raffles Sports Pools	Bingo Raffles Sports Pools Poker Twenty-One Paddlewheels

Compared to a "Local Permit," an organization or group with a "Restricted Event Permit" may conduct three more game types, but is restricted to one event per year, must file a "Report on a Restricted Event Permit" with the city or county and Office of Attorney General, and disburse net income to eligible uses. These uses are described by North Dakota Century Code 53-06.1-11.1(2) and North Dakota Administrative Code 99-01.3-14-02. Refer to the backside of the "Report on a Restricted Event Permit" form for a general list of eligible uses.

For a Restricted Event Permit, one method to ensure that the total of all cash prizes and retail value of all merchandise prizes do not exceed \$40,000 is to charge each player a standard amount at the start of the event for a certain number or value of chips. If a player loses all of the player's chips, the player may re-buy chips. The player would play games and, at the end of the event, the organization would auction merchandise prizes to the players. The player who bid the highest number or value of chips for a prize would win that prize. For those players who have chips but did not successfully bid on a prize, the organization may redeem the chips for a predetermined cash value per chip. For this method, the value of the players' chips redeemed for cash is no a prize.



To: West Fargo City Commission

From: Aaron Nelson, Planning Director

Date: August 4, 2024

Subject: Public hearing regarding CDBG funds for the Elson Shores senior housing project

Action: Hold public hearing—no other 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:

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:

In 2024, the City of West Fargo was awarded \$1,622,893.00 in Community Development Block Grant (CDBG) funding through the State of North Dakota to aid in land acquisition costs for a housing project currently in development by Beyond Shelter, Inc. and the Housing Authority of Cass County. The project, called Elson Shores, is located at 2500 6th St E and will consist of 71 affordable senior housing units built in two phases.

In accordance with State and Federal regulations regarding the use of CDBG funds, a 24 CFR part 58 environmental review of the project site was conducted, which resulted in a finding of no significant impact (FONSI).

Now that the environmental review is complete with a finding of no significant impact, the next step in the process is for the City to request disbursement of CDBG funds to be applied to the Elson Shores project.

A public hearing is required to be held for the purpose of obtaining citizen comments regarding 1) the environmental review's finding of no significant impact and 2) the City's intent to request the release of CDBG funds.

A public hearing for these purposes has been scheduled to take place at the August 4 City Commission meeting. A public notice was placed in the Forum newspaper for the required 15 day notification period.

Requested Action: Other than the opening and closing of the public hearing, no action is requested.

Policy Analysis:

The CDBG award supports affordable senior housing, which is a community need identified within the West Fargo 2.0 Comprehensive Plan.

Financial Analysis:

Administrative costs associated with this grant award (including federally required environmental reviews) are initially paid for by the City. However, reimbursement of these costs to the City is included as part of the grant award.

Process/Timeline:

- February 21, 2023 – City approval of project development entitlements (subdivision, rezoning, & parking reduction)
- August 21, 2023 – City approval of Payment In Lieu Of Tax (PILOT) incentive to support the project
- January 22, 2024 – City Commission authorization to apply for CDBG project funding
- May 13, 2024 – Notice of State approval for City to complete full CDBG application
- August 19, 2024 – Public hearing on final CDBG application
- September 16, 2024 – Notice of CDBG financial award
- June 30, 2025 – Environmental Assessment completion with finding of no significant impact
- August 4, 2025 – Public hearing on finding of no significant impact and intent to request the release of CDBG funds



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

To: West Fargo City Commission
From: Jerry Wallace, City Engineer
Date: August 4, 2025

Subject: Flood Management Ordinance

Action: Approve the first reading regarding the adoption of the City's updated Floodplain Management Ordinance

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 Federal Emergency Management Agency (FEMA) Flood Insurance Study (FIS) for Cass County, North Dakota, is currently undergoing replacement with an updated FIS document. In alignment with this effort, the City of West Fargo has initiated a comprehensive review and revision of its floodplain management policies and regulatory requirements.

The City of West Fargo is among more than 22,000 communities participating in FEMA's National Flood Insurance Program (NFIP) and is one of approximately 50 jurisdictions nationwide that have been granted an exception permitting the construction of residential basements in flood-prone areas. The impetus for updating the City's forthcoming *Floodplain Management Ordinance* (formerly known as the *Flood Damage Prevention Ordinance*) is closely tied to a renewed request for continued approval of this basement exception.

With the adoption of the updated ordinance and accompanying design guide, the City is seeking to retain its ability to issue building permits for properties located within the floodplain.

The following documents are attached for review/consideration:

- Ordinance No. 1255 – Draft Ordinance to amend and reenact Chapter 5-04

Staff Recommendation: First Reading – Approve the first reading regarding the Adoption of the City's updated Floodplain Management Ordinance.

Background and Project Summary:

Historically, the City of West Fargo relied on a combination of local floodproofing standards and basement design guidance developed by Moore Engineering and the City of Fargo. Due to similarities in regional soil conditions, this combination of technical data was used to support prior FEMA approvals for basement exceptions. However, the introduction of the new FIS and the associated application for continued exception status has prompted scrutiny regarding the differences in geotechnical conditions between West Fargo, Fargo, and other adjacent communities. This has necessitated the development of a floodproof basement structural design guide explicitly tailored to West Fargo's soil conditions and current building codes. This guide will be incorporated as an appendix to the City's existing floodproofing code.

Policy Analysis:

The City encourages property owners to locate new development outside designated Special Flood Hazard Areas (SFHAs). When development within an SFHA is unavoidable, this revision aligns with West Fargo's policy—pursuant to 44 CFR § 60.6(c)—to ensure that such projects proceed safely, cost-effectively, and successfully.

Financial Analysis:

NA

Previously Presented Information and Commission Actions:

None

ORDINANCE NO. 1255

AN ORDINANCE TO AMEND AND REENACT CHAPTER 5-04 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO FLOODPLAIN MANAGEMENT.

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

SECTION 1. Section 5-0408 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota is hereby amended and reenacted to read as follows:

CHAPTER 5-04

FLOODPLAIN MANAGEMENT ~~DAMAGE PREVENTION~~

SECTIONS:

5-0401.	Statutory Authorization.
5-0402.	Findings of Fact.
5-0403.	Statement of Purpose.
5-0404.	Methods of Reducing Flood Losses.
5-0405.	Adoption of Flood Proofing Code.
5-0406.	Definitions.
5-0407.	Land to Which This Ordinance Applies.
5-0408.	Basis for Establishing the Areas of Special Flood Hazard.
5-0409.	Compliance.
5-0410.	Abrogation and Greater Restrictions.
5-0411.	Interpretation.
5-0412.	Warning and Disclaimer of Liability.
<u>5-0413.</u>	<u>Severability.</u>
5-041 <u>3</u> <u>4</u> .	Establishment of Development Permit.
5-041 <u>4</u> <u>5</u> .	Designation of the Building Administrator.
5-041 <u>5</u> <u>6</u> .	Duties and Responsibilities of the Building Administrator.
5-041 <u>6</u> <u>7</u> .	Variance Procedure.
5-041 <u>7</u> <u>8</u> .	Provisions for Flood Hazard Reduction -- General Standards.
5-041 <u>8</u> <u>9</u> .	Provisions for Flood Hazard Reduction -- Specific Standards.
5-041 <u>9</u> <u>2</u> <u>0</u> .	Floodways.
5-042 <u>0</u> <u>1</u> .	Validity.
5-042 <u>1</u> <u>2</u> .	Penalty.

5-0401. STATUTORY AUTHORIZATION. The Legislature of the State of North Dakota has in Chapter 40-47 of the North Dakota Century Code delegated the responsibility to local

governmental units to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the Board of City Commissioners of the City of West Fargo, North Dakota does ordain as follows:

5-0402. FINDINGS OF FACT.

1. The flood hazard areas of West Fargo are subject to periodic inundation which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare.
2. These flood losses are caused by the cumulative effect of obstructions in ~~areas of special flood hazards~~ areas which increases flood heights and velocities, and when inadequately anchored, damage uses in other areas. Uses that are inadequately floodproofed, elevated or otherwise unprotected from flood damage also contribute to the flood loss.

5-0403. STATEMENT OF PURPOSE. It is the purpose of this ordinance to promote the public health, safety, and general welfare, and to minimize public and private losses due to flood conditions in specific areas by provisions designed:

1. To protect human life and health;
2. To minimize expenditure of public money for costly flood control projects;
3. To minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
4. To minimize prolonged business interruptions;
5. To minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in ~~areas of special flood hazard~~ areas;
6. To help maintain a stable tax base by providing for the second use and development of areas of special flood hazard so as to minimize future flood blight areas;
7. To insure that potential buyers are notified that property is in ~~an area of special flood hazard~~ area; and
8. To ensure that those who occupy the ~~areas of special flood hazard~~ areas assume responsibility for their actions.

5-0404. METHODS OF REDUCING FLOOD LOSSES. In order to accomplish its purposes, this ordinance includes methods and provisions for:

1. Restricting or prohibiting uses which are dangerous to health, safety, and property due to water or erosion hazards, or which result in damaging increases in erosion or in flood heights or velocities;
2. Requiring that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
3. Controlling filling, grading, dredging, and other development which may increase flood damage;
4. Controlling the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel flood waters; and
5. Preventing or regulating the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards in other areas.

5-0405. ADOPTION OF FLOOD PROOFING CODE. There is hereby adopted by the Board of City Commissioners of the City of West Fargo for the purpose of providing minimum standards to safeguard life or limb, health, property and public welfare by regulating and controlling the construction, quality of materials, use and occupancy, location and maintenance of all buildings and structures within the "Floodway and the Special Flood Hazard Area" and certain equipment specifically regulated herein, including permits and penalties, that certain code known as the Flood Proofing Code prepared by Moore Engineering, Inc., of West Fargo, North Dakota, on December 10, 1974, and revised in ~~1978~~1975, of which not less than three (3) copies have been and now are filed in the office of the ~~City Auditor~~City Inspections Administrator of the City of West Fargo, and the same are hereby adopted and incorporated as fully as if set out at length herein, and from the date on which this title shall take effect, the provisions thereof shall be controlling in the construction of all buildings and structures therein contained within the jurisdiction of the City of West Fargo.

5-0406. DEFINITIONS. Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

1. "Appeal" means a request for a review of the Building Administrator's interpretation of any provisions of this ordinance or a request for a variance.
- ~~2. "Area of special flood hazard" means the land in the flood plain within a community subject to a one percent or greater chance of flooding in any given year.~~
32. "Base flood" or "100-year flood" means the flood having a one percent chance of being equaled or exceeded in any given year.

43. “Base Flood Elevation” (BFE) means the height of the base flood or 100-year flood usually in feet ~~above mean sea level~~, measured in the same datum as the FIRM (NAVD 1988).
54. “Basement” means any area of the building having its floor subgrade (below ground level) on all sides.
65. “Best Available ~~Data~~ Information” (BA~~DI~~I) means water elevation information from any source used to estimate or determine a base flood elevation (i.e. high water mark).
6. “Community” means any political subdivision that has the authority to zone, or any Indian tribe or authorized tribal organization, which has authority to adopt and enforce flood plain management regulations for the areas within its jurisdiction.
7. “Conveyance or hydraulic conveyance” means a geometric characteristic of a river or watercourse at a given point that determines the flow-carrying capacity at that point.
8. “Development” means any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations located within the ~~area of~~ special flood hazard area.
9. “Existing Manufactured Home Park or Subdivision” means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.
10. “Expansion to an Existing Manufactured Home Park or Subdivision” means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).
911. “Flood” or “flooding” means a general and temporary condition of partial or complete inundation of normally dry land areas from:
- a. The overflow of inland waters and/or
 - b. The unusual and rapid accumulation or runoff of surface waters from any source.

- ~~102.~~ “Flood Insurance Rate Map” (FIRM) means the official map on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.
- ~~143.~~ “Flood Insurance Study” means the official report provided by the Federal Emergency Management Agency that includes flood profiles, the Flood Boundary-Floodway Map, and the water surface elevation of the base flood.
- ~~124.~~ “Floodproofing” (Dry) means protection provided a structure, together with attendant utilities and sanitary facilities, which is watertight two feet above the base flood elevation with walls that are substantially impermeable to the passage of water.
- ~~135.~~ “Floodproofing” means any combination of structural and non-structural additions, changes or adjustments to properties and structures which reduce or eliminate flood damage to lands, water and sanitary facilities, structures and contents of buildings.
- ~~146.~~ “Floodproofing Code” means the Flood Proofing Code of the City of West Fargo, North Dakota, hereinbefore referred to and adopted in Section 5-0405.
- ~~157.~~ “Floodway” or “regulatory floodway” means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot.
18. “Highest adjacent grade” means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.
- ~~169.~~ “Lowest floor” means lowest floor of a structure including the basement.
- ~~1720.~~ “Manufactured home” means a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. The term “manufactured home” does not include a “recreational vehicle,” but does include “mobile home.”
- ~~1821.~~ “Manufactured home park or subdivision” means a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.
- ~~1921.~~ “New construction” means structures for which the “start of construction” commenced on or after the effective date of this ordinance.
22. “New manufactured home park or subdivision” means a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring

of concrete pads) is completed on or after the effective date of floodplain management regulations adopted by a community.

23. “Person” means any person, firm, partnership, association, corporation, limited liability company, agency, or any other private or governmental organization, which includes any agency of the United States, a state agency, or any political subdivision of the state.
204. “Reasonably safe from flooding” means base flood waters will not inundate the land or damage structures to be removed from the special flood hazard area, and that any subsurface waters related to the base flood will not damage existing or proposed buildings.
215. “Recreational vehicle” means a vehicle which is:
- a. built on a single chassis;
 - b. 400 square feet or less when measured at the largest horizontal projection;
 - c. designed to be self-propelled or permanently towable by a light duty truck;
 - d. designed primarily not for use as a permanent dwelling but as a temporary living quarters for recreational camping, travel, or seasonal use; including, but not limited to:
 - i. travel trailers, trailers on wheels, park-model trailers, and other similar vehicles.
26. “Special flood hazard area” (SFHA) means an area of land that would be inundated by a flood having a one percent of being equalled or exceeded in any given year.
227. “Start of construction” includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, placement, or other improvement was within 180 days of the permit date. The actual start means the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure.
238. “Structure” means a walled and roofed building or manufactured home that is principally above ground.

249. “Substantial damage” means damage of any origin sustained by a structure whereby the cost of restoring the building to its pre-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

2530. “Substantial improvement” means any repair, reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure either:

- a. Before the improvement or repair is started, or
- b. If the structure has been damaged and is being restored before the damage occurred. For the purposes of this definition "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.

Substantial improvement is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building begins, regardless of whether that alteration affects the external dimensions of the structure.

This term also includes cumulative improvements: a series of repairs, reconstructsion, or improvements made over a five-year period, for which the combined cost equals or exceeds 50 percent of the market value of the structure, determined at the time of each individual improvement or, if applicable, before the damage occurred.

The term does not, however, include either:

- a. Any project ~~for improvement of a structure~~ undertaken to comply with existing state or local health, sanitary, or safety code specifications which are solely necessary to assure safe living conditions, or
- b. Any alteration of a structure listed on the National Register of Historic Places or a State Inventory of Historic Places.

31. “Watercourse” means only the channel and banks of an identifiable watercourse, and not the adjoining floodplain areas. The flood carrying capacity of a watercourse refers to the flood carrying capacity of the channel, except in the case of alluvial fans, where a channel is not typically defined. The definition of watercourse in N.D.C.C. § 61-01-06 is not applicable to this ordinance.

2632. “Variance” means a grant of relief from the requirements of this ordinance which permits construction in a manner that would otherwise be prohibited by this ordinance.

33. “Violation” means the failure of a structure or other development to be fully compliant with the community’s flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required by the community’s floodplain management ordinance is presumed to be in violation until such time as that documentation is provided.

5-0407. LANDS TO WHICH THIS ORDINANCE APPLIES. This ordinance shall apply to all ~~areas of special flood hazards~~ areas within the jurisdiction of West Fargo.

5-0408. BASIS FOR ESTABLISHING THE AREAS OF SPECIAL FLOOD HAZARD. The ~~areas of special flood hazard~~ areas identified by the Federal Emergency Management Agency in a scientific and engineering report entitled “The Flood Insurance Study, Cass County, North Dakota, All Jurisdictions,” dated ~~January 16, 2015~~ September 5, 2025, and any subsequent amendments to that map, with an accompanying “Flood Insurance Rate Map” is hereby adopted by reference and declared to be a part of this ordinance. The Flood Insurance Study is on file at the ~~City Hall~~ office of the City Engineer in West Fargo, North Dakota.

5-0409. COMPLIANCE. No structure or land shall hereafter be constructed, located, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations.

5-0410. ABROGATION AND GREATER RESTRICTIONS. This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deeded restrictions. However, where this ordinance and another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

5-0411. INTERPRETATION. In the interpretation and application of this ordinance, all provisions shall be:

1. Considered as minimum requirements;
2. Liberally construed in favor of the governing body; and
3. Deemed neither to limit nor repeal any other powers granted under state statutes.

5-0412. WARNING AND DISCLAIMER OF LIABILITY. The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. This ordinance does not imply that land outside the areas of special flood hazards or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the City of West Fargo, any officer or employee thereof, or the Federal Emergency Management Agency, for any flood damages that may result from reliance on this ordinance or any administrative decision lawfully made thereunder.

5-0413. SEVERABILITY. If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of law, the remainder of this ordinance shall not be affected and shall remain in full force.

~~5-0413~~14. ESTABLISHMENT OF DEVELOPMENT PERMIT. A development permit shall be obtained before construction or development begins within any ~~area of~~ special flood hazard area established in Section 5-0408. Application for a development permit shall be made on forms furnished by the City Commission of West Fargo and may include, but not be limited to: plans in duplicate drawn to scale showing the nature, location, dimension, and elevations of the area in question; existing or proposed structures, fill, storage of materials, drainage facilities; and the location of the foregoing. All elevation readings must be certified by a registered professional surveyor, engineer or architect, and compliance with flood proofing regulations, must be certified to by a registered professional engineer or architect. Specifically, the following information is required:

1. Elevation in ~~relation to mean sea level the same datum as the FIRM (NAVD 1988),~~ of the lowest floor (including basement) of all structures.
2. Elevation in ~~relation to mean sea level the same datum as the FIRM (NAVD 1988)~~ to which any structure has been floodproofed.
3. Certification by a registered professional engineer or architect that the floodproofing methods for any non-residential structure meet the floodproofing criteria in Section 5-0418.~~B~~19.2.
4. Description of the extent to which any watercourse will be altered or relocated as a result of proposed development.
5. Description of structures (temporary or permanent), in compliance with the “Flood Proofing Code of the City of West Fargo” which is made a part of the ordinance by reference.
6. A statement as to whether or not, if the permit application is for a new structure or the substantial improvement of an existing structure, such structure contains a basement.
7. If the application for a permit relates to a manufactured home park or a manufactured home subdivision, a copy of the excavation plan indicating alternative vehicular access and escape routes for said manufactured home park or manufactured home subdivision, shall be attached to said application as well as a statement by the applicant that such plan has been filed with the Disaster Emergency Services Office of Cass County, North Dakota.

~~5-0414~~15. DESIGNATION OF THE BUILDING ADMINISTRATOR. The Building Administrator is hereby appointed to administer and implement this ordinance by granting or denying development permit applications in accordance with its provisions.

5-041516. DUTIES AND RESPONSIBILITIES OF THE BUILDING ADMINISTRATOR. Duties of the Building Administrator shall include, but not be limited to:

1. Permit Review

- a. Review all development permits to determine that the permit requirements of this ordinance have been satisfied.
- b. Approve or deny all applications for development permits required by adoption of this ordinance.
- bc. Review all development permits to determine that all necessary permits have been obtained from those federal, state or local governmental agencies from which prior approval is required.
- ed. Review all development permits to determine if the proposed development is located in the floodway. If located in the floodway, assure that the encroachment provisions of Section 5-0419(1) are met.

2. Use of Other Base Flood Data

When base flood elevation data has not been provided in accordance with Section 5-0408, BASIS FOR ESTABLISHING THE AREAS OF SPECIAL FLOOD HAZARD, the Building Administrator shall obtain, review, and reasonably utilize any base flood elevation data and floodway data available from any federal, state or other source, in order to administer Sections 5-0418(A)19.1 SPECIFIC STANDARDS, Residential Construction, and 5-0418(B)19.2 SPECIFIC STANDARDS, Nonresidential Construction.

3. Information to be Obtained and Maintained

Information to be obtained and maintained with all elevation readings certified by registered professional surveyor, engineer or architect, and all compliance with floodproofing regulations to be certified by a registered professional engineer or architect.

- a. Obtain and record the actual elevation (in ~~relation to mean sea level~~ the same datum as the FIRM (NAVD 1988)) of the lowest floor (including basement) of all new or substantially improved structures.
- b. For all new or substantially improved floodproofed structures:
 - i. Verify and record the actual elevation (in ~~relation to mean sea level~~ the same datum as the FIRM (NAVD 1988)), and

- ii. Verify that all structures (temporary or permanent) shall be constructed in accordance with the “Flood Proofing Code of the City of West Fargo” which is made a part of this ordinance by reference.
 - c. Maintain for public inspection all records pertaining to the provisions of this ordinance.
- 4. Alteration of Watercourses

The responsible person shall:

- a. Notify ~~adjacent~~ nearby communities, water resource districts, and the North Dakota ~~State Engineer~~ Department of Water Resources, as necessary, prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency.
 - b. Require that maintenance is provided within the altered or relocated portion of said watercourse so that the flood carrying capacity is not diminished.
 - c. Notify the appropriate water resource district prior to removal or placement of fill within 250 feet of the bank of a body of water during normal flow or stage.
- 5. Interpretation of Floor Insurance Rate Map (FIRM) Boundaries

Make interpretation where needed, as to the exact location of the boundaries of the special flood hazard areas (for example, where there appears to be a conflict between a mapped boundary and actual field conditions). The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in Section 5-041617.

6. Encroachment Analysis

When a regulatory floodway has not been designated, the Building Administrator must require that no new construction, substantial improvements, or other development (including fill) shall be permitted within Zones A1-30 and AE on the community's FIRM, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.

Under the provisions of 44 CFR Chapter 1, Section 65.12, of the National Flood Insurance Program regulations, a community may approve certain development in Zones A1-30, AE, AH, on the community's FIRM which increases the water surface elevation of the base flood by more than one foot, provided that the community first

applies for and receives a Conditional Letter of Map Revision (CLOMR) through FEMA.

~~5-0416~~17. VARIANCE PROCEDURE.

1. Appeal Board

- a. The Board of City Commissioners as established by the City of West Fargo shall hear and decide appeals and requests for variances from the requirements of this ordinance.
- b. The Board of City Commissioners shall hear and decide appeals when it is alleged there is an error in any requirements, decision, or determination made by the Building Administrator or City Engineer in the enforcement or administration of this ordinance.
- c. Those aggrieved by the decision of the Board of City Commissioners, or any taxpayer, may appeal such decision to the appropriate court, as provided in North Dakota law.
- d. In passing upon such applications, the Board of City Commissioners shall consider all technical evaluations, all relevant factors, standards specified in other sections of this ordinance, and:
 - i. The danger that materials may be swept onto other lands to the injury of others;
 - ii. The danger to life and property due to flooding or erosion damage;
 - iii. The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
 - iv. The importance of the services provided by the proposed facility to the community;
 - v. The necessity to the facility of a waterfront location, where applicable;
 - vi. The availability of alternative locations, for the proposed use which are not subject to flooding or erosion damage;
 - vii. The compatibility of the proposed use with existing and anticipated development;
 - viii. The relationship of the proposed use to the comprehensive plan and flood plain management program;

- ix. The safety of access to the property in times of flood for ordinary and emergency vehicles;
 - x. The expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site; and
 - xi. The costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water systems, and streets and bridges.
- e. Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing items ~~a-k i-xi in~~ of Section 5-0416(1)(d) 17.1.d have been fully considered. As the lot size increases beyond the one-half acre, the technical justification required for issuing the variance increases.
 - f. Upon consideration of the factors of Section 5-0416(1)(d) 17.1.d and the purposes of this ordinance, the Board of City Commissioners may attach conditions to the granting of variances as it deems necessary to further the purposes of this ordinance.
 - g. The Building Administrator shall maintain the records of all appeal actions and report any variances to the Federal Emergency Management Agency upon request.

2. Conditions for Variances

- a. Variances may be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places, without regard to the procedures set forth in the remainder of this section.
- b. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.
- c. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- d. Variances shall only be issued upon:
 - i. A showing of good and sufficient cause;

- ii. A determination that failure to grant the variance would result in exceptional hardship to the applicant; and
 - iii. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public as identified in Section 5-0416(1)(d)17.1.d, or conflict with existing local laws or ordinances.
- e. Any applicant to whom a variance is granted shall be given written notice that the structure will be permitted to be built with a lowest floor elevation below the base flood elevation and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

5-041718. PROVISIONS FOR FLOOD HAZARD REDUCTION -- GENERAL STANDARDS. In all areas of special flood hazards the following standards are required:

- 1. Anchoring
 - a. All new construction and substantial improvements shall be anchored to prevent flotation, collapse or lateral movement of the structure.
 - b. All manufactured homes must be elevated and anchored to resist flotation, collapse or lateral movement and capable of resisting the hydrostatic and hydrodynamic loads. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state and local anchoring requirements for resisting wind forces.
- 2. Construction Materials and Methods
 - a. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
 - b. All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.
 - c. All new construction and substantial improvements shall be constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

3. Utilities

- a. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;
- b. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharge from the systems into flood waters; and
- c. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.

4. Subdivision Proposals

- a. All subdivision proposals shall be consistent with the need to minimize flood damage;
- b. All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage;
- c. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood damage; and
- d. Base flood elevation data shall be provided for subdivision proposals and other proposed development which contain at least 50 lots or 5 acres (whichever is less).

5. Enclosures

- a. New construction and substantial improvements, with fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exist of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or meet or exceed the following minimum criteria:
 - i. A minimum of two (2) openings having a total net area of not less than one (1) square inch for every square foot of enclosed area subject to flooding shall be provided.
 - ii. The bottom of all openings shall be no higher than one (1) foot above grade.

- iii. Openings may be equipped with screens, louvers, valves, or other coverings or devices provided they allow the automatic entry and exit of floodwaters.

~~5-0418~~19. PROVISIONS FOR FLOOD HAZARD REDUCTION--SPECIFIC STANDARDS. In all areas of special flood hazards where base flood elevation data has been provided as set in Section 5-0408 BASIS FOR ESTABLISHING THE AREAS OF SPECIAL FLOOD HAZARD or Section 5-0415(~~4~~)16.1, Use of Other Base Flood Data, the following provisions are required:

1. Residential Construction. New construction and substantial improvements of any residential structure shall have the lowest floor, including basement, elevated to at least one foot above the base flood elevation, or, together with attendant utility and sanitary facilities, shall:
 - a. Conform to structural and technical provisions set forth in the Flood Proofing Code of West Fargo.
 - b. Be designed so that the lowest foundation opening is at least two and one-half feet (2½') above the base flood elevation. Any basement area, together with attendant utilities and sanitary facilities, below that level shall be designed so that the structure is watertight without human intervention (i.e., the base or sill of all external openings such as windows and doors must be two and one-half feet (2½') above the 100-year base flood elevation). Basement walls shall be built with the capacity to resist hydrodynamic loads and the effects of buoyancy resulting from the 100-year frequency flood and shall be designed so that minimal structural damage will occur if this design is exceeded.
 - c. Be certified by a registered professional engineer that the floodproofing measures used in the structure satisfy the Flood Proofing Code.
 - d. The Building administrator shall verify that the structure has been built in accordance with the Flood Proofing Code and a residential floodproofing certificate must be provided.
 - e. Require within the AO and AH Zones on the FIRM that all new construction and improvements of residential structures have the lowest floor, (including basement) elevated on fill two feet (2') above the highest adjacent grade as high as the depth number specified in feet on the FIRM unless conforming to the provisions in the Flood Proofing Code.
 - f. Require within Zones AO and AH adequate drainage paths around slopes to guide flood waters around and away from proposed structures.

2. Nonresidential Construction

New construction and substantial improvement of any commercial, industrial or other nonresidential structure shall either have the lowest floor, including basement, elevated on fill to at least one foot above the base flood elevation; or, together with attendant utility and sanitary facilities, shall:

- a. Be floodproofed to at least two and one-half feet (2½') above the base flood elevation, so that below this elevation the structure is watertight with walls substantially impermeable to the passage of water;
- b. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and
- c. Be certified by a registered professional engineer or architect that the standards of this subsection are satisfied. Such certification shall be provided to the official as set forth in Section 5-0415.3.
- d. Require within the AO and AH Zones on the FIRM that all new construction and improvements of nonresidential structures have the lowest floor, (including basement) elevated on fill two feet (2') above the highest adjacent grade as high as the depth number specified in feet on the FIRM, or together with attendant utility and sanitary facilities be completely floodproofed two feet over the base flood elevation to meet the flood proofing standards specified in ~~number 1 above~~ Section 5-0419.2.a.

3. Manufactured Homes

- a. ~~Manufactured homes shall be anchored in accordance with Section 5-0417(A).~~ Require all manufactured homes placed within Zone A shall be installed using methods and practices which minimize flood damage. For the purposes of this requirement, manufactured homes must be elevated and anchored to resist floatation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.
- b. ~~All manufactured homes or those to be substantially improved shall be elevated on a permanent foundation such that the lowest floor of the manufactured home is elevated on fill to at least two and one-half feet (2½') above the base flood elevation, and is securely anchored to an adequately anchored foundation system.~~ Require all manufactured homes placed or substantially improved within Zones A 1-30, AH, or AE on sites (i) outside of a manufactured home park or subdivision, (ii) in a new manufactured home park or subdivision, (iii) in an expansion to an existing manufactured home park or subdivision, or (iv) in an existing manufactured home park or

subdivision which has incurred substantial damage, be elevated on a permanent foundation so the lowest floor of the manufactured home is elevated two and one-half (2½) feet above the base flood elevation and be securely anchored to an adequately anchored foundation system to resist floatation, collapse, and lateral movement.

- c. Require that manufacture homes placed or substantially improved on sites in an existing manufacture home park or subdivision within Zones A 1-30, AH, or AE not subject to other requirements of this section be elevated so that either:
 - i. the lowest floor of the manufacture home is two and one-half (2½) feet above the base flood elevation, or
 - ii. the manufacture home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36" in height above grade and be securely anchored to an adequately anchored foundation system to resist floatation, collapse, and lateral movement.

- 4. All elevation readings required by this section shall be certified by a registered professional surveyor, engineer or architect, and all compliance with floodproofing regulations must be certified to by a registered professional engineer or architect.

5-041920. FLOODWAYS. Located within ~~areas of~~ special flood hazard areas established in Section 5-0408 are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles, and erosion potential, the following provisions apply:

- 1. Prohibit encroachment, including fill, new construction, substantial improvements, and other development unless certification by a registered professional engineer or architect is provided demonstrating that encroachments shall not result in any increase in flood levels during the occurrence of the base flood discharge.
- 2. If Section 5-0419(1) is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of ~~Sections 5-0417, 5-0418 and 5-0419~~ this ordinance.
- 3. Under the provisions of 44 CFR Section 65.12 of the NFIP Regulations, a community may permit encroachments within the adopted regulatory floodway that would result in an increase in FBEs, provided that the community first applies for and receives a Conditional Letter of Map Revision (CLOMR) through FEMA.

5-04201. VALIDITY. If any section, clause, paragraph, provision, or portion of these regulations shall be held invalid or unconstitutional by any court of competent jurisdiction, such

holding shall not affect any other section, clause, paragraph, provision, or portion of these regulations.

5-04242. PENALTY. Any person violating any section of this chapter shall be guilty of an infraction and shall be subject to the penalties set forth in Section 1-0211. Each day such violation continues shall be considered a separate offense.

SECTION 2. Effective Date. This ordinance shall be in full force and effect from and after the date of its second reading and final passage.

President of Board of City Commissioners
of the City of West Fargo, North Dakota

ATTEST:

City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication.

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Lisa Sankey
2. PHONE NUMBER: 515-5370 DATE: July 30, 2025
3. AGENDA TITLE:
A24-32 Hope Lutheran Addition, request for approval of second reading of rezone ordinance from A: Agricultural to R-1A: Single Family Dwellings and Final Plat.
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
Applicant is requesting approval of second reading of the rezone ordinance and final plat for the proposed Hope Lutheran Addition. At their February 11, 2025 meeting, the West Fargo Planning and Zoning Commission voted to recommend approval of the proposed subdivision and rezoning on the basis it is consistent with City plans and ordinances.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
Property located in the S½ of Section 31, T139N, R49W, City of West Fargo, North Dakota
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Approve of second reading of rezone ordinance and Final Plat for Hope Lutheran Addition, including associated subdivision improvement agreement and public dedication agreement.

STAFF REPORT

A24-32 SUBDIVISION/REZONING	
Hope Lutheran Addition	
S½ of Section 31, T139N, R49W, City of West Fargo, North Dakota	
Applicant: Judy Aafedt, Hope Lutheran Church & Brian Pattengale, Houston Engineering Owner: 52 nd Ave Partners LLC	Staff Contact: Lisa Sankey
Planning & Zoning Commission Public Hearing:	12-10-24 & 01-14-25 – Continued; 2-11-25 – Approved
Public Hearing & 1 st Reading:	07-21-2025 – Approved
2 nd Reading & Final Plat Approval	08-04-2025

PURPOSE:

Plat and zone land for a religious institution.

STATEMENTS OF FACT:

Land Use Classification:	G-2: Sub-Urban – Growth Sector
Existing Land Use:	Vacant
Current Zoning District(s):	A: Agricultural
Zoning Overlay District(s):	None
Proposed Zoning District(s):	R-1A: Single Family Dwellings
Proposed Lot size(s) or range:	536,044 square feet (12.30 Acres)
Total area size:	12.30 Acres
Adjacent Zoning Districts:	North & West - R-1A: Single Family Dwellings; East – A: Agricultural; South – PUD: Planned Unit Development
Adjacent/Proposed street(s):	9 th Street W (collector); 6 th Street W (Local)
Adjacent Bike/Pedestrian Facilities:	Sidewalks and multi-use path along 9 th Street W; Multi-use path located along the east side of The Wilds development
Available Parks/Trail Facilities:	Park within the Wilds development within ½ mile accessible by multi-use path and sidewalks
Land Dedication Requirements:	Dedication required.

DISCUSSION AND OBSERVATIONS:

- The applicant has submitted an application for subdivision and zoning change from A (Agricultural) to R-1A (Single Family Residential) to accommodate a proposed church facility. Religious institutions are a permitted use within the R-1A: Single Family zoning district.
- The Preliminary Plat includes one lot for a future church site.
- The plat contains a 30-foot trail easement along the south side of the development which provides an opportunity for a future shared use path connection between 9th St W and the unplatted land to the east of the subject property, if needed upon future development of the area to the east. Being the future trail would be a midway public connection to the Park trail system, it was determined by public works, that maintenance would be the City's responsibility.

STAFF REPORT

- The plat also includes a 30-foot utility easement overlapping the trial easement which provides utility connectivity between 9th St W and the unplatted land to the east. The owner may opt to privately install public utilities or request installation of public utilities within the easement area for the purpose of better accommodating their private utility connections. Determination will be forthcoming as to whether public utilities will be installed within 30' easement and if they would be part of a public improvement project. This information will be incorporated into the subdivision agreement prior to final plat approval. The developer is not requesting installation of a trail or public utilities within the easement at this time.
- As part of the subdivision process, public dedication of 10% of the property being platted is a requirement. A letter from the Park District was received noting their preference for cash-in-lieu for land. Public dedication requirements will be detailed within a public dedication agreement to accompany the final plat.
- No additional right-of-way is necessary to accommodate the proposed plat.
- Access control is shown on the plat along 9th Street with openings to line up with the streets to the west. Driveway access from 9th St W into the development will line up with 50th Avenue West and Mulberry Lane to the west along 9th Street West.
- A southbound left turn lane from 9th St W at the intersection of Mulberry Ln is needed to accommodate turning movements into the site during peak traffic periods. Installation of the left turn lane into the development would be a requirement prior to issuance of a certificate of occupancy. These details will be incorporated into the subdivision Development Agreement prior to consideration of final plat approval.
- The northeast corner of the plat sits in proximity to 6th St W, where the applicant has indicated their intent to secure an access easement to connect a driveway to 6th St W at this location, as shown on their draft site plan.
- The applicant held an informational/neighborhood meeting on January 23, 2025 in which the applicant shared an updated site plan and renderings. While many attendees expressed support for the project, some attendees expressed concern regarding traffic through the neighborhood, among other questions relating to such things as drainage and maintenance of the property.
- To date, staff has received several comments from the public. Comments are summarized in the Notices section (below) and written comments are attached to this staff report.
- A potential increase in neighborhood traffic associated with the proposed church seems to be the primary concern raised. In staff's opinion, most traffic will access the church via 9th St W, which is a collector roadway with capacity capable of handling anticipated traffic. Additionally, most activity for a church typically occurs on Sundays and Wednesday evenings, during off-peak hours. While most churches in the City are located in or adjacent to residential neighborhoods, staff is unaware of any existing traffic issues.
- Regarding other concerns raised regarding the church and location, staff notes that religious institutions, such as churches, are permitted by right within single-family zoning districts. The proposed rezoning to R-1A is the same zoning district as adjacent properties to the west and north of the subject property and is consistent with the residential nature of the surrounding neighborhood. While the applicant has provided a draft site plan to illustrate the proposed development, site plan review and approval is outside of the purview of the subdivision and rezoning approval process.

STAFF REPORT

NOTICES:

Sent to: Property owners within 150' and applicable agencies and departments

Comments Received:

- Several property owners to the south asked for trees and plantings along the south side of the church parking lot for screening between the lot and the Ranch at the Wilds development.
- Other comments received were regarding increased traffic into the neighborhood, as well as the size of the structure within a residential district.
- A comment was also received concerning churches being tax exempt.
- A letter was received from an area property owner in support of the subdivision and rezoning.

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

- Overall, the proposed development is consistent with City plans and ordinances.
- The proposed rezoning to R-1A is consistent with existing zoning of abutting property and the residential nature of the area.
- The proposed subdivision complies with applicable subdivision standards and accommodates opportunity for future trail and public utility connectivity for adjacent undeveloped areas via establishment of easements.
- Parks and Recreation Big Ideas discusses addressing incomplete gaps and the need to provide a continuous and seamless network of trails/paths for residents' enjoyment and transportation needs. A connection from existing facilities to the north and a future multiuse path would facilitate this connection, as would the east/west connection along the south side of the development as shown on the area plan.
- Under Connectivity in the section of Urban is Back, West Fargo 2.0 discusses how in typical communities, "connectivity" means that all streets should be connected to other streets, maximizing the number of routes to and from a destination. By avoiding dead ends and cul-de-sacs and creating an interconnected street network, drivers, cyclists, pedestrians, and emergency services can choose from a number of different options. Greater connectivity allows for traffic to disperse, minimizing congestion by providing multiple ways to get from point A to point B. West Fargo's development patterns in the last couple of decades have reduced the number of interconnected streets, increasing traffic on the few major roads in and out of neighborhoods.

PLANNING AND ZONING COMMISSION ACTION

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

1. The applicant continues to work with staff as to the details of the public land dedication and that a signed Public Dedication Agreement and a signed Subdivision Development Agreement are submitted prior to final plat approval, outlining such details.

UPDATE – February 11, 2025

- At the February 11, 2025 meeting, two individuals spoke regarding the proposed subdivision and rezoning.

STAFF REPORT

- One individual spoke regarding the church's tax exempt status, who felt the highest and best use for the property would be single family homes.
- Another individual stated concern with increased traffic during church services and events.
- Based on public comments, the applicants modified the site plan, specifically the parking layout showing additional setbacks and landscaping/trees along the driveways and parking areas to address concerns with vehicle headlights.

UPDATE – July 30, 2025

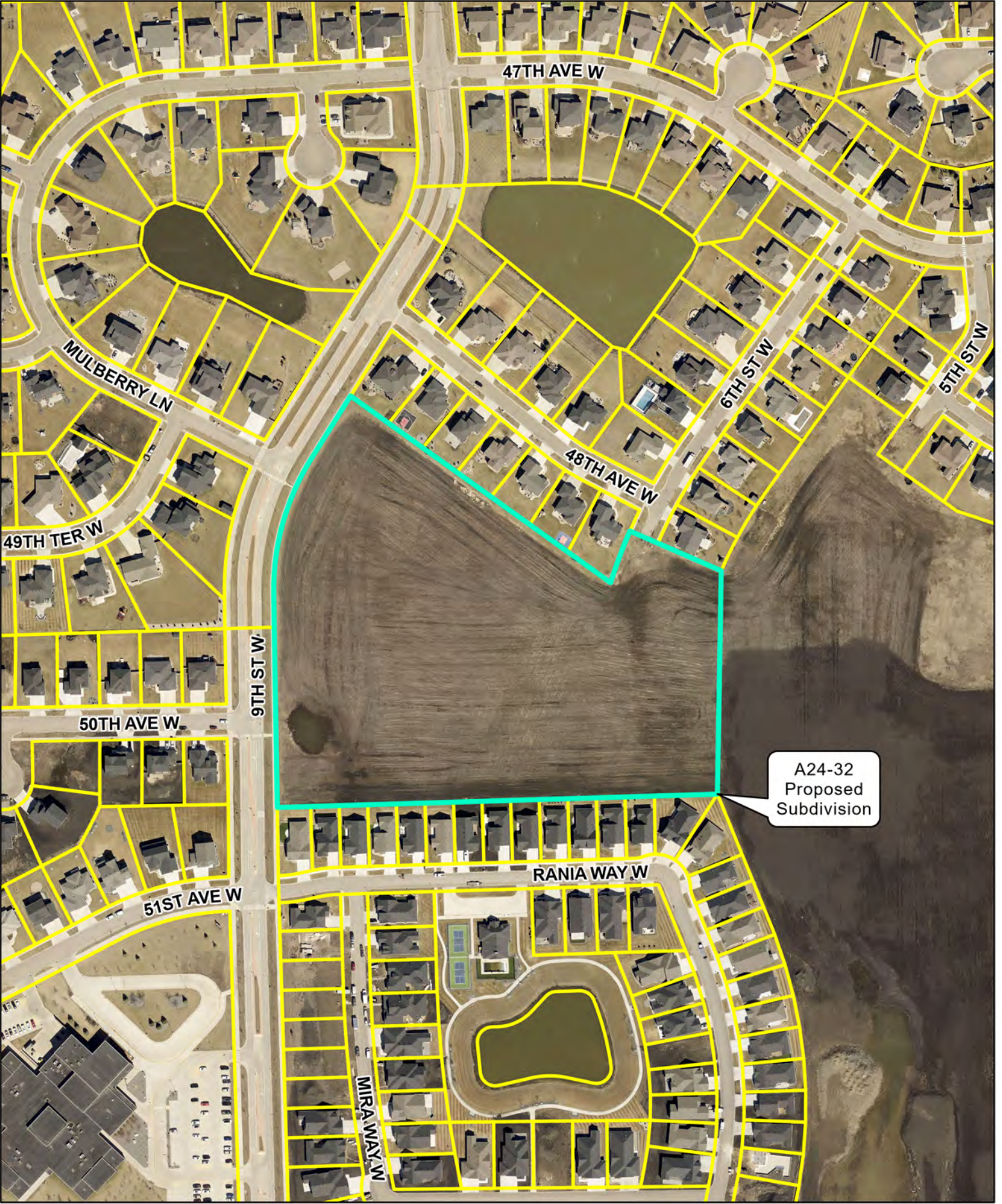
- At the July 21, 2025 City Commission meeting, six individuals spoke in opposition to the proposed zoning change and subdivision. The primary concern raised during the public hearing was the potential for increased traffic in and around the neighborhood and associated safety concerns that could result from increased traffic. Speakers also noted their expectation for the subject property to be residential homes. A representative of the applicant spoke in favor of the proposal, noting the applicant's hosting of a neighborhood meeting to engage with neighbors and their willingness to continue to work with neighbors on such things as additional landscape buffering.
- **Given the concerns expressed at the July 21 meeting and associated discussion on potential conditions of approval, staff notes that churches (and religious institutions in general) are afforded special protections under federal law. Federal regulations require that any development conditions or restrictions imposed on a religious institution must be narrowly tailored to address a compelling governmental interest that is supported by objective evidence. As such, staff advises that any such condition, restriction, or denial of the requested entitlements be carefully considered in consultation with the City Attorney and City staff.**
- Since the July 21 meeting, staff has received a few of additional comments—both in favor of and in opposition to the proposal. Copies of these and previous written comments are attached.
- Additionally, the applicant has provided an updated site plan for reference, intended to better address some of the concerns raised during the public hearing. Staff notes that the site plan is for context and informational purposes only. The scope of the City Commission's review is specific to the proposed subdivision and zoning change, and does not include review or approval of a site plan.

RECOMMENDATIONS:

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

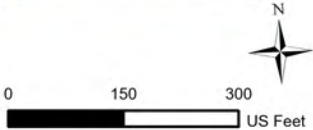
Attachments

1. Aerial map
2. Zoning map
3. Final plat
4. Proposed site plan
5. Area Plan
6. Public comments
7. Subdivision Development Agreement
8. Public Dedication Agreement
9. Zoning Ordinance 1260



Features

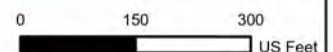
 Agenda Zone  Lots





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



IRON MONUMENT FOUND	●
1/2" I.D. PIPE SET	○
MEASURED BEARING	N00°00'00"E
PLAT BEARING	(N00°00'00"E)
MEASURED DISTANCE	100.00'
PLAT DISTANCE	(100.00')
PLAT BOUNDARY	=====
EXISTING LOT LINE	=====
NEW EASEMENT	=====
EXISTING EASEMENT	=====
ACCESS CONTROL	=====



HOUSTON
ENGINEERING, INC.

HOPE LUTHERAN ADDITION

BEING A PLAT OF A PORTION OF THE SOUTH HALF OF SECTION 31, T. 139 N., R. 49 W. TO THE CITY OF WEST FARGO, CASS COUNTY, NORTH DAKOTA

OWNERS' CERTIFICATE AND DEDICATION:

KNOW ALL PERSONS BY THESE PRESENTS: That 52nd Ave Partners LLC, a Delaware limited liability company, is the owner and proprietor of that part of the South Half of Section 31, Township 139 North, Range 49 West of the Fifth Principal Meridian, City of West Fargo, Cass County, North Dakota, described as follows:

Beginning at the northeast corner of Lot 14, Block 1, The Ranch at the Wilds Addition, on file at the Cass County Recorder's Office; thence South 88°15'41" West, along the northerly line of Block 1, said The Ranch at the Wilds Addition, for a distance of 893.12 feet to the northwest corner of Lot 1, Block 1, said The Ranch at the Wilds Addition; thence North 00°47'03" West, along the easterly line of 9th Street West, for a distance of 366.72 feet; thence North 00°46'50" West, along the easterly line of said 9th Street West, for a distance of 69.59 feet to a point of tangential curve to the right, radius 500.00 feet; thence northeasterly, along said curve and along the easterly line of said 9th Street West, for a distance of 286.71 feet, central angle 32°51'15"; chord bearing North 15°38'48" East; thence North 32°04'25" East, along the easterly line of said 9th Street West, for a distance of 149.85 feet to the most westerly corner of Lot 7, Block 3, The Wilds Second Addition, on file at said Recorder's Office; thence South 54°20'27" East, along the southwesterly line of Block 3, said The Wilds Second Addition, for a distance of 645.36 feet to the most southerly corner of Lot 1, Block 3, said The Wilds Second Addition; said corner lying on a nontangential curve, concave to the East, radius of 1,062.00 feet; thence northerly, along said curve and along the easterly line of Lot 1, Block 3, said The Wilds Second Addition, for a distance of 5.65 feet, central angle 0°18'18"; chord bearing North 17°36'26" East; thence South 66°30'43" East for a distance of 240.25 feet; thence South 01°09'07" West for a distance of 339.42 feet to the Point of Beginning.

Said tract contains 527,147 square feet, more or less,

And that said party has caused the same to be surveyed and platted as HOPE LUTHERAN ADDITION to the City of West Fargo, Cass County, North Dakota; does hereby dedicate to the City of West Fargo the storm sewer, sanitary sewer, water, and trail easements as shown on this plat; and does hereby dedicate to the public, for public use, the utility easements and the access control easement as shown on this plat,

OWNER:

52nd Ave Partners LLC, a Delaware limited liability company

Signature: _____

Printed Name: _____

Title: _____

State of _____)
County of _____) ss

On this _____ day of _____, 2025, before me, a notary public in and for said

County and State, personally appeared _____

_____ of 52nd Ave Partners LLC, a Delaware limited liability company, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that he executed the same on behalf of said limited liability company.

Notary Public: _____

SURVEYOR'S CERTIFICATE AND ACKNOWLEDGEMENT:

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

Dated this _____ day of _____, 20____.

Curtis A. Skarphol
Professional Land Surveyor No. 4723

State of North Dakota)
County of Cass) ss

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

Notary Public: _____

CITY ENGINEER'S APPROVAL:

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

Jerrold F. Wallace, City Engineer

State of North Dakota)
County of Cass) ss

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

Notary Public: _____

WEST FARGO PLANNING COMMISSION APPROVAL:

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

Eric C. Dodds, Chairman
West Fargo Planning Commission

State of North Dakota)
County of Cass) ss

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

Notary Public: _____

WEST FARGO CITY ATTORNEY APPROVAL:

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

Katie J. Schmidt, City Attorney

State of North Dakota)
County of Cass) ss

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

Notary Public: _____

WEST FARGO CITY COMMISSION APPROVAL:

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

Bernie L. Dardis
President of the West Fargo City Commission

Dustin T. Scott
City Auditor

State of North Dakota)
County of Cass) ss

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

Notary Public: _____



Sheet 2 of 2
Project No. 12298-0002

LOT COVERAGE

551,536 SF LOT
260,590 SF COVERAGE

47.2% COVERAGE
52.8 % GREEN SPACE



1 SITE CONCEPT
SCALE: 1" = 30'-0"

HOPE LUTHERAN
CHURCH - WEST FARGO



From: [REDACTED]
To: [Lisa A. Sankey](#)
Subject: Hope Church build
Date: Thursday, December 5, 2024 9:20:25 AM

We are very excited to have Hope Church build on the lot to the north of our property. But I would encourage you to ask them to plant trees bordering our fence and along the south side of their parking lot. The design drawing shows a lot of trees on the other sides but not between their parking lot and our Ranch at the Wilds fence line. The original drawing that the church shared showed a row of trees and plantings but this new version does not.

Please share this concern with them.

Thank you,
Claudia Wolsky
806 Rania Way
West Fargo
Sent from my iPhone

From: [REDACTED]
To: [Lisa A. Sankey](#)
Subject: Planned unit development located at S1/2 of section 31, T139N R49W
Date: Friday, December 6, 2024 11:17:03 AM

Hello Lisa,

Unfortunately I am unable to attend the December 10th Planning and Zoning commission meeting. However, I would like to voice my concerns with this proposal. I live at 4767 6th Street W. in West Fargo. My first concern is the excessive influx of traffic that would be caused by this plan. Seeing the plan to have 6th street go directly into the church parking lot will cause an excessive amount of traffic on a small side street that is not capable of handling that amount of traffic. I am also concerned with the cost that will occur for us within the neighborhood. Studies have shown that a church being built within a neighborhood typically causes an increase in taxes. In addition, there is a school just down the street roughly a block to a block and a half away on 9th Street. Even the road in 9th Street does not seem suitable for the amount of traffic the church will receive. This will most likely cause further congestion and traffic issues with no possible solution in the future as the road would not be able to be expanded or changed. Overall, I do not see this plan as being an overall benefit to my family or our neighborhood.

Sincerely,

Chris Teeman

From: [REDACTED]
To: [Lisa A. Sankey](mailto:Lisa.A.Sankey@westfargond.gov)
Subject: Re: Planned unit development located at S1/2 of section 31, T139N R49W
Date: Friday, December 6, 2024 11:42:55 AM

Thank you for the response. I was wondering do you happen to know why or what caused the change from the previous rezoning notice we were given roughly 2 years ago? The previous notice had the church going in off of 52nd and to the East of the Ranch development.

On Fri, Dec 6, 2024 at 11:20 AM Lisa A. Sankey <Lisa.Sankey@westfargond.gov> wrote:

Thank you. I'll include your comments in the record and forward on to the Commissioners. Staff is awaiting additional information from the applicant --- updates to the plat and previously approved area plan showing future right of way connections for streets and multi-use trail connections , park dedication, drainage plan – so this item will be continued until the January 14th meeting. Being we advertised for a public hearing for Tuesday night, we'll open up the hearing for comments and continue it until next month.



Lisa Sankey

Planner, City of West Fargo

2515 6th Street East

West Fargo, ND 58078

(701) 515-5376

Visit our website at:

westfargond.gov

From: christopher teeman [REDACTED]
Sent: Friday, December 6, 2024 11:17 AM
To: Lisa A. Sankey <Lisa.Sankey@westfargond.gov>
Subject: Planned unit development located at S1/2 of section 31, T139N R49W

From: [Lisa A. Sankey](#)
To: [Breanna Siegler](#)
Cc: [Aaron M. Nelson](#)
Subject: FW: Hope Lutheran Addition Meeting Continued
Date: Wednesday, February 5, 2025 8:22:12 AM

Breanna,

Could you please save this as a pdf (Hope Lutheran comments folder under commission meetings). And print a copy for the physical folder. Thank you. I'll forward this to the applicants. Lisa

Lisa Sankey

Planner, City of West Fargo

2515 6th Street East
West Fargo, ND 58078
(701) 515-5376
Visit our website at:
westfargond.gov

From: christopher teeman [REDACTED]
Sent: Tuesday, February 4, 2025 8:28 PM
To: Lisa A. Sankey <Lisa.Sankey@westfargond.gov>
Subject: Re: Hope Lutheran Addition Meeting Continued

Hello,

Thank you so much for the update. I am unsure if I will be able to attend so I am sending this email to voice my thoughts.

I want to start by saying that I am strongly opposed to the church being built in the proposed location. A church of this size, will bring in an excessive amount of traffic to our residential roads that are not designed or capable of handling that amount of traffic. The quality of the roads within this neighborhood are poor with heaving and dips already and the excess traffic will only add additional wear and tear. The flow of traffic with the exits and entrances as they are currently proposed appear to be very inefficient and would funnel traffic directly into the neighborhood via the 6th street access directly into the parking lot. When we moved in one of the selling points was that the future development was planned and would be residential keeping the streets quiet. A church of this size would also bring with it additional risk and safety concerns.

An additional question I had and was unsure of the answer based on the plans I saw from the church. Does the current plan meet the ordinance requirement that states there must be at least 30% green space? Assuming I am interrupting that ordinance correctly. I was not sure with the massive structure and parking lot if it met that requirement.

Thank you.

On Thu, Jan 9, 2025 at 10:03 AM Lisa A. Sankey <Lisa.Sankey@westfargond.gov> wrote:

FYI, the Hope Lutheran Addition Plat and Rezoning will be continued until the February 11th Planning and Zoning Commission meeting as we're awaiting additional information from them. Lisa

Lisa Sankey

Planner, City of West Fargo

2515 6th Street East
West Fargo, ND 58078
(701) 515-5376
Visit our website at:
westfargond.gov

From: [REDACTED]
To: [Lisa A. Sankey](#)
Subject: Request for rezoning
Date: Tuesday, December 10, 2024 3:43:11 PM

Lisa,

We are unable to attend the scheduled meeting today at 5:30pm to discuss the rezoning on the area that will be designated as a church (Hope Lutheran West).

We appreciate the ability to respond via email with a response.

We are good with the zoning request, and in fact are members of Hope Lutheran church south.

We reside at 800 Rania Way W- backing on the proposed parking lot.

It appears from the drawing that the parking lot comes to the fence area of the Ranch of the Wilds behind our home. There is a row of approximately 32 car spaces with no tree barrier to the south.

We would request a tree buffer/barrier between the parking lot and the homes to the south.

The homes to the west of ours on Rania Way W have a tree barrier. There are a number of homes near ours (including ours) that have no tree barrier.

Both the north wind and privacy are concerns.

Thank you,

Russ and Mary Kuzel

800 Rania Way W

The Ranch at the Wilds

From: [REDACTED]
To: [Lisa A. Sankey](#)
Subject: Re: Proposed planned unit development- Hope Lutheran church
Date: Tuesday, December 10, 2024 4:43:22 PM

My apologies 6th st did get a notification.

> On Dec 10, 2024, at 4:37 PM, Kayla H [REDACTED] > wrote:

>

> Good Afternoon Lisa,

> I am delayed on this as I thought I'd be able to be at the meeting tonight but I am no longer to make it. I live in the wilds in West Fargo and was notified about Hope Lutheran church wanting to build in our backyard.

>

> I just have a few questions for this proposal. Is there a reason why 52nd Ave is not a further consideration in this? This is going to bring a significant amount of traffic to quieter residential roads. I am also wondering why the home owners on 6th st weren't alerted as their road will now be an outlet per this proposal. These are quiet roads with many children running/biking/scootering etc.

>

> Can there be a consideration to not have 6th st be an outlet?

>

> Thank you,

> Kayla Bates

From: [REDACTED]
To: [Lisa A. Sankey](#)
Subject: FW: Hope Lutheran | West Campus - West Fargo
Date: Thursday, December 12, 2024 2:54:16 PM

Lisa,

I live at 1039 Mulberry lane in West Fargo. I sent the below email to Paul at Hope Lutheran. I don't believe the church gave ingress/egress to their proposed site much consideration. An entrance/road from 52nd (to the east of the Ranch) would seem to make some logical sense rather than routing all that traffic through the residential areas.

Dave

From: David Perkins
Sent: Friday, October 11, 2024 8:58 AM
To: [REDACTED] >
Subject: West Campus - West Fargo

Hi Paul,

Good morning. I recently received the mailing on the new, West Campus Hope project. I live right across the street on Mulberry and 9th. There are two things that stuck out to me is the lack of ingress/egress to the site and overall safety of those living in the neighborhood. I realize there are 3 access points, but combined, it would likely be wholly inadequate with a significant congregation attendance. Both 9th and 6th Steets are two lane traffic, with a large pedestrian presence (especially on 6th and those cross streets), with traffic routed through streets that aren't capable of handling significant traffic. Hope's situation on the 25th street location has four access points but on roads designed to handle that larger load (and traffic still gets backed up); at least the pedestrian issue is somewhat mitigated at the 25th Street site due to it's larger commercial street (4 lanes on 25th) presence and far fewer homes for the congregation to navigate through to attend church services.

The traffic could be alleviated by adding a 4th access point (or removing one of the 9th

street access points as this is rather redundant) from 52nd/running north/south.

I'm assuming there would be no outside services from a noise standpoint but also wanted to confirm that this too would be a problem moving the church closer to more residential housing. Prairie Heights had a similar issue before the city had them stop outside services.

I do agree this new site lays out better, but without proper access to the new facility, the new site is substantially inferior and a potential concern would be lower attendance than estimated as people likely pick a different location/church. We would plan to vote against this design for these reasons.

Thanks,
Dave

From: [REDACTED]
To: [Lisa A. Sankey](#)
Subject: Re: Hope Lutheran | West Campus - West Fargo
Date: Thursday, January 30, 2025 8:07:49 PM

Lisa,

Has the city, Hope or any involved party involved in this site conducted any kind of traffic study on what this church would bring into the area at their peak operating times?

That proposed north entrance is literally one lane total (not two lanes, one in each direction) in the winter, between snow and cars parked on it. I don't even live on that street and I'm worried about the safety of those on that street with this many vehicles.

That would put most of the stress on 9th which seems inadequate for 400 +/- cars (assuming the stalls in their diagram is what is to be built).

Get [Outlook for iOS](#)

From: Lisa A. Sankey <Lisa.Sankey@westfargond.gov>
Sent: Friday, December 13, 2024 8:35:37 AM
To: David Perkins [REDACTED]
Subject: RE: Hope Lutheran | West Campus - West Fargo

EXTERNAL

Your comments will be entered into the record and forwarded on to the applicants. The reason I believe they are no longer looking at 52nd Avenue W is because the original property owner – Westport – sold a parcel to Hope Lutheran along the east side of Ranch of the Wilds and all the remaining property to the major property owner to the east who does not intend to develop any time soon. They're proposing a land swap to allow for the church development.

Staff is awaiting additional information from the applicant --- updates to the plat and to the previously approved area plan showing future right of way connections for streets and multi-use trail connections, park dedication, drainage plan – so this item will be continued until the January 14th meeting. Being we advertised for a public hearing for Tuesday night, we opened the hearing for comments and continued it until next month.



Lisa Sankey
Planner, City of West Fargo

2515 6th Street East
West Fargo, ND 58078
(701) 515-5376
Visit our website at:
westfargond.gov

From: David Perkins [REDACTED] >
Sent: Thursday, December 12, 2024 2:54 PM
To: Lisa A. Sankey <Lisa.Sankey@westfargond.gov>
Subject: FW: Hope Lutheran | West Campus - West Fargo

Lisa,

I live at 1039 Mulberry lane in West Fargo. I sent the below email to Paul at Hope Lutheran. I don't believe the church gave ingress/egress to their proposed site much consideration. An entrance/road from 52nd (to the east of the Ranch) would seem to make some logical sense rather than routing all that traffic through the residential areas.

Dave

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Sent: Friday, October 11, 2024 8:58 AM
To: [REDACTED]
Subject: West Campus - West Fargo

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streets), with traffic routed through streets that aren't capable of handling significant traffic. Hope's situation on the 25th street location has four access points but on roads designed to handle that larger load (and traffic still gets backed up); at least the pedestrian issue is somewhat mitigated at the 25th Street site due to it's larger commercial street (4 lanes on 25th) presence and far fewer homes for the congregation to navigate through to attend church services.

The traffic could be alleviated by adding a 4th access point (or removing one of the 9th street access points as this is rather redundant) from 52nd/running north/south.

I'm assuming there would be no outside services from a noise standpoint but also wanted to confirm that this too would be a problem moving the church closer to more residential housing. Prairie Heights had a similar issue before the city had them stop outside services.

I do agree this new site lays out better, but without proper access to the new facility, the new site is substantially inferior and a potential concern would be lower attendance than estimated as people likely pick a different location/church. We would plan to vote against this design for these reasons.

Thanks,
Dave

From: [David Perkins](#)
To: [Lisa A. Sankey](#)
Subject: RE: Hope Lutheran | West Campus - West Fargo
Date: Friday, January 31, 2025 9:09:49 AM
Attachments: [image002.png](#)
[image004.png](#)

Thanks Lisa.

I'm not aware of any church in the Fargo Moorhead area located 100% in a residential neighborhood. Can you share what church lots they reviewed?

Also I put this simple table together to demonstrate the size of this project;

<u>Site</u>	<u>Acres</u>	<u>Parking Stalls</u>	<u>Points of egress</u>
Proposed Hope Campus	12.66	456	3
Eide Bailly Fargo HQ	10.35	325	5
Prairie Heights	15.22	410	4
Triumph (Sheyenne)	7.359	218	2
Hope South Campus	11.25	339 (S)	4
		200 (N)	

From: [REDACTED]
To: [Lisa A. Sankey](#); [REDACTED]
Cc: [REDACTED]
Subject: New church
Date: Friday, December 13, 2024 6:08:00 PM

Hello Lisa,

This email is in response to Russ and Mary Kuzel's comments. We live across the street from the Kuzel's at 801 Rania Way. Our concerns mimic theirs. We are concerned about the north/northwest wind that whips into the front and side of our house. We deal with major snow drifts but currently the field provides some protection for us. Our other concern is having the parking lot so close to our neighborhood and fence. We all need to protect our resale values and my fear is a close parking lot will hinder the values, not to mention impede our view. We also need to consider the increased traffic on 9th street which seems to be the main entrance. During the construction of the round-about on 52nd street the traffic on 9th was almost unbearable. Liberty elementary school is across from us and many kids walk home to and from school. I know the traffic to the church will primarily be Sundays and Wednesdays but this is also something to take into consideration.

My hopes for the land was to be for larger, single family homes which would have green space (yards) that would back up to our neighborhood. If the land, however, must be lotted for a church, a tree line would be requested along with moving the parking lot farther to the north.

Thank you and please reach out with any questions.

Patrick & Rhonda Grenyo

From: [REDACTED]
To: [Lisa A. Sankey](#)
Subject: Proposed PUD - Rezoning off of 9th St W.
Date: Monday, December 23, 2024 8:31:11 AM
Attachments: [image001.png](#)

Good Morning Lisa,

I am writing in response to the notice regarding the rezoning proposal for the church development off of 9th Street in West Fargo. My residence is at 4742 6th St W, which is the road that the current development has platted as an egress street from the church parking lot.

I do oppose the rezoning and struggle with the fact that this is even being considered by the City of West Fargo. This situation seems very forced, putting a large commercial building in the middle of a neighborhood that does not have the infrastructure to support it. This neighborhood has a master plan, that supported additional single-family housing within the subject matter area. While I understand that things may change in direction, this proposal seems to change that original development plan to an extreme measure, and this plan is what many residents were expecting when they purchased a home within the neighborhood, and this neighborhood is still relatively new. A church of this size, with over 400 parking spaces just does not makes sense. I would expect a building like this to be directly located off a main thoroughfare, such as Sheyenne St, 52nd Ave, etc.

With the amount of increased traffic, this undermines the safety of children within the area. I assimilate this planned project as no different than putting up a high traffic shopping area within a residential area.

I'm sure the church is getting a "deal" with this land, and I can support the mission of the church, but this seems very erratic and illogical.

Thank you for taking my comments.



Ryan Downs

[REDACTED]

From: [REDACTED]
To: [Lisa A. Sankey](#)
Subject: Hope Luther Church West
Date: Wednesday, January 15, 2025 11:40:32 AM

Hi Lisa

Our name is
Greg & Cindy Thrall
830 Rania Way W
West Fargo, ND 58078

Email address
[REDACTED]

We do not support this new proposal of the parking lot for the church!!

The back of our house is on the fence south side of the church property (our home is on the other side of the fence)

As tax payers and citizens of the Ranch in the Wilds and City of West Fargo ,this is ridiculous proposal.

How would anyone from the planning and zoning would even consider such a ridiculous idea.

Our home, master bedroom would be about 25' from the fence, we do not want to staring at parked cars out our bedroom window, and or our patio we could see vehicles, noise pollution. Who will repair the fence when a vehicle hits the fence (Plastic) what about snow piling up, extra runoff and water puddling, mosquitoes & fly's heaven.

What about our value of our home, if we ever sell our home this would be a deterrent for new owners. What guarantee will we have if we sell and get a fair return on our investment!

We need a buffer zone with grass and trees!

Sent from my iPhone

Thanks, Greg



Contact Us - Planning & Zoning

Website: westfargond.gov | Phone: (701) 515-5000

Question / Comment *

I purchased a home in the Wilds, subdivision, The Ranch, this past July. I was aware of the "chance" I was taking when I made the decision to purchase my 836 Rania Way W residence. However, as a former Fargo homeowner, I appreciated the way West Fargo developed its neighborhoods. I was pleased to see Hope Lutheran was to be our neighbor and was supportive of the original plan as first presented to us. However, the redrawn map is concerning when you see the area next to The Ranch development has the row of trees as a buffer next to the fence being replaced with another row of parking. I encourage you to be respective of our property and reinstate the row of trees as originally presented. Thank you for your consideration of this request.

Claudia Anderson

First Name *

Claudia B

Last Name *

Anderson

Phone Number

[REDACTED]

Email Address *

[REDACTED]

☐ Receive an email copy of this form.

From: [REDACTED]
To: [Lisa A. Sankey](#)
Subject: Concerning change in zoning for Hope Lutheran church
Date: Tuesday, January 28, 2025 3:25:39 PM

I own a home in the Ranch at the Wilds directly south of this parcel of land . I have no objection to the zoning change and the church being built, but would like to see a grassy area and trees planted in the south setback area and along 9th St. West at a minimum and preferably on all four sides of the parcel. Thanks for considering the interests of the homeowners abutting this land!

Donovan Jundt
736 Rania Way W.
West Fargo, ND

From: [REDACTED]
To: [Lisa A. Sankey](#)
Subject: Hope Lutheran West zoning
Date: Tuesday, February 11, 2025 8:44:44 AM

Hello Lisa,

I am a life long West Fargo resident, and although I have loved seeing this community grow with so many wonderful additions and opportunities for families, I do not feel putting a church directly in the middle of a quiet residential neighborhood is the best location. This is especially true considering that the main entrance/exit is planned to be via 6th Street W. I have lived on this same street for 11 years and it is filled with kids playing and riding bikes during the warmer months. The increased traffic is concerning for these younger families who live here. We built our forever family home here because of the quieter location and adding a church whose main arrival route is directly in front of our house, is not ideal or well planned out on the city's part. Not to mention that our streets (in particular 6th Street W and 47th Avenue West) are poorly kept and have needed construction and fixing for a long time. The increased traffic that building this church would bring would worsen the conditions of these roads even more. These side, quiet, and safe residential streets are simply not equipped to handle the kind of traffic a church, or any other business for that matter, would bring to this area. There has got to be a better solution for this. Please consider this when zoning meets to discuss this issue further. Thank you for your time.

Regards,
Courtenay Misheski

Sent from my iPhone

From: [REDACTED]
To: [Lisa Sankey](#)
Cc: [REDACTED]
Subject: Hope Lutheran - West Campus
Date: Monday, February 17, 2025 3:43:28 PM

Hi Lisa,

First, I would like to note how dissapointed I am in the cities poor communication to neighbors about this update. I have emailed several times asking and the plan has changed so many times over the years it's been near impossible to track when we would finally see a plan and be able to voice our concerns. Second, I see this was already at the zoning commission meetings, has the proposal passed?

If not, I would like to strongly express my opposition to the plan as is. This size church should never have an inlet/outlet directly into a residential neighborhood such as is planned for 6th st. We purchased here over 10 years ago due in part to the plan having 6ths street never be a through street and also leading only to single family homes. This plan for 400+ parking spaces is far too large for the area and should never even be considered within the neighborhood. Please look to move this into a main street such as 52nd or Cheyenne.

Thanks,

Joel Morris
4735 6th St W

Contact a City Commissioner - Bernie Dardis

02/28/2025 2:30 PM (CST)

Contact a City Commissioner - Bernie Dardis

First Name	Mark
Last Name	Lande
Address	720 48th Avenue West
City	WEST FARGO
State	ND
Zip Code	58078
Phone Number	
Email Address	

Message

Mayor Bernie Dardis,

I'm writing to express my opposition to Hope Lutheran Church's plan for a large church south of 48th Avenue West and east of 9th Street West with a parking lot for 456 cars. I don't believe the residential road access to the proposed church is able to handle the volume of traffic that will occur for church services and other community events planned for this large church.

My primary objection deals with the 6th Street exit from the parking lot which leads to a long transport from the church parking lot through quiet residential streets before the traffic can make its way to a large arterial road. This is a quiet neighborhood with many children playing or walking to school, walkers and bike riders.

Also, it appears there is not much of a buffer zone for the house backyards on 48th Avenue West adjacent to (north side of Hope's proposed facility) the proposed parking lot.

Many homeowners in The Wilds have built homes here because of the beautiful neighborhood and large residential lots. It seems that the traffic pressure on inadequate egress streets from 400 cars exiting the large parking lot at peak times would not be a prudent.

I hope other alternatives can be developed.

Mark Lande

From: [Aaron M. Nelson](#)
To: [Lisa Sankey](#)
Subject: FW: New Submission - Contact A Commissioner Form
Date: Friday, February 28, 2025 4:34:35 PM
Attachments: [cityofwest_fargo_logo_color_tagline\(1\)_851cae89-a359-4801-84fa-f0d33348df41.png](#)
[cityofwest_fargo_logo_color_tagline\(1\)_7c69c259-ce93-4b19-a319-1d781c1505fd.png](#)

Lisa,

Please see public comment forwarded from Commissioner Zundel, below.

Aaron M. Nelson , AICP
Director of Planning and Zoning, City of West Fargo



Phone: 701-515-5373
Aaron.Nelson@westfargond.gov
2515 6th Street E, West Fargo, ND, 58078
Visit us online: westfargond.gov

From: Amy Zundel <amy.zundel@westfargond.gov>
Sent: Wednesday, February 26, 2025 2:25 PM
To: Daniel Hanson <Daniel.Hanson@westfargond.gov>; Aaron M. Nelson
<Aaron.Nelson@westfargond.gov>
Subject: Fw: New Submission - Contact A Commissioner Form

Amy Zundel
Commissioner, City of West Fargo



Office: [701-515-5000](tel:701-515-5000) | Mobile: [701-831-7272](tel:701-831-7272)
amy.zundel@westfargond.gov
2515 6th Street E, West Fargo, ND 58078
Visit us online: westfargond.gov

From: Amy Zundel <amy.zundel@westfargond.gov>
Sent: Wednesday, February 26, 2025 2:24 PM
To: [REDACTED] >
Subject: Re: New Submission - Contact A Commissioner Form

Joel,

Thank you for reaching out and sharing your concerns. I had not thought about some of the information you included. I appreciate that you took the time to reach out.

Best,

Amy Zundel

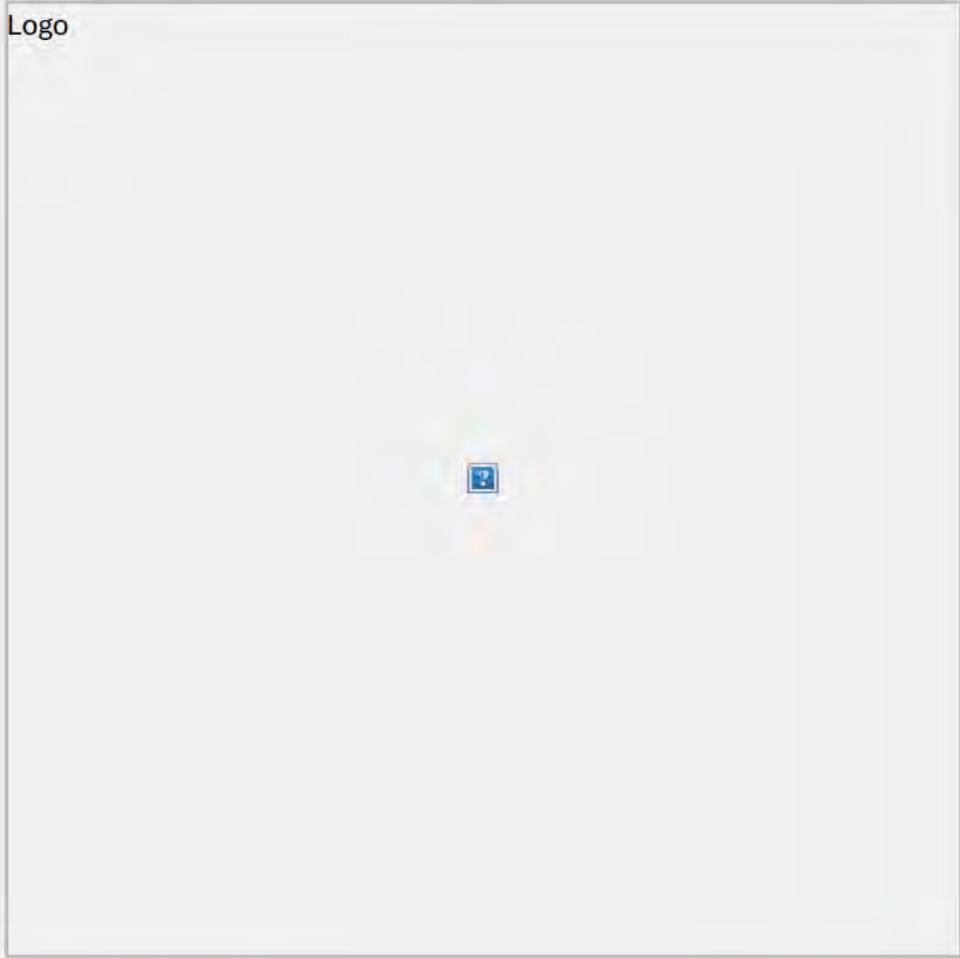
From: CivicOptimize Productivity <noreply@civicplus.com>

Sent: Thursday, February 20, 2025 4:07 PM

To: Amy Zundel <amy.zundel@westfargond.gov>

Subject: New Submission - Contact A Commissioner Form

Logo



Contact a City Commissioner - Amy Zundel

Submission Time: 02/20/2025 4:07 PM (CST)

Joel Morris

4735 6th St W

West Fargo North Dakota 58078

 7013614353

MESSAGE:

Dear Commissioner Zundel, I am writing to express my concerns regarding the zoning proposal A24-32, which involves the potential addition of Hope Lutheran Church to the Wilds Addition in south West Fargo. My wife and I have been proud residents of this neighborhood since 2013, having carefully selected our property at 4735 6th St S in 2012. We were drawn to this area by the city's development plan for single-family homes, the spacious lots, and the sense of community. A significant factor in our decision was the understanding that 6th Street would not become a through street, as 47th and 48th Avenues were designated as the connectors only, and 9th Street was not expected to be a major thoroughfare. Over a year ago, we became aware of a potential church development in the area. Initially, it seemed that the church would be located off 52nd Avenue, on the east side of the Ranch, which, while not ideal, felt somewhat manageable given the more isolated location and proximity to a major road. At the time, we believed there would be adequate separation between the church and our neighborhood as well as the Ranch. Particularly with the community fence that separates the Ranch from the development site. However, I was alarmed to learn that the plan has changed. The church is now proposed to be located directly off 9th Street, just north of the Ranch, which would place it directly adjacent to homes on 48th Avenue, including ours. Furthermore, this is not a small church; its parking lot alone is designed to accommodate over 450 vehicles. The church is also positioned to face 9th Street, with the parking lot situated behind the building. This configuration would create two entrances and exits onto 9th Street, as well as a direct exit onto 6th Street. Given these new details, I strongly urge the Commission to reject the request for rezoning. The proposed church is far too large for this residential area. The addition of such a large institution, especially with its extensive parking and high volume of traffic, would be disruptive to our community. It is unrealistic to expect residential streets to handle the constant flow of vehicles associated with such a large facility, particularly when it will result in significant traffic on 6th Street. As we all know, 9th Street southbound already has a stop sign and a potential future roundabout, which will cause significant congestion, funneling most of the churchgoers toward 6th Street, directly impacting our neighborhood and even our front yards. It's also important to recognize that church activities are not limited to Sundays. There are weekday services, weddings, funerals, holidays, and other events that will cause a constant flow of traffic throughout the week, exacerbating the strain on our residential streets. After careful consideration of the proposed plan and its potential impact on our neighborhood, I respectfully request that you reject this rezoning proposal. This development is simply too large and disruptive for our community, and it would significantly alter the peaceful and residential character of our area. Thank you for your time and consideration. I trust that you will make the best decision for the long-

**term well-being of our neighborhood. Sincerely, Joel Morris 4735 6th St W West
Fargo, ND**

Please find a PDF of submission details attached to this email.

Contact a City Commissioner - Amy Zundel

02/28/2025 2:36 PM (CST)

Contact a City Commissioner - Amy Zundel

First Name	Mark
Last Name	Lande
Address	720 48th Avenue West
City	WEST FARGO
State	ND
Zip Code	58078
Phone Number	
Email Address	
Message	Commissioner Amy Zundel, I'm writing to express my opposition to Hope Lutheran Church's plan for a large church south of 48th Avenue West and east of 9th Street West with a parking lot for 456 cars. I don't believe the residential road access to the proposed church is able to handle the volume of traffic that will occur for church services and other community events planned for this large church. My primary objection deals with the 6th Street exit from the parking lot which leads to a long transport from the church parking lot through quiet residential streets before the traffic can make its way to a large arterial road. This is a quiet neighborhood with many children playing or walking to school, walkers and bike riders. Also, it appears there is not much of a buffer zone for the house backyards on 48th Avenue West adjacent to (north side of Hope's proposed facility) the proposed parking lot. Many homeowners in The Wilds have built homes here because of the beautiful neighborhood and large residential lots. It seems that the traffic pressure on inadequate egress streets from 400 cars exiting the large parking lot at peak times would not be a prudent. I hope other alternatives can be developed. Mark Lande

Contact a City Commissioner - Bernie Dardis

03/05/2025 6:01 PM (CST)

Contact a City Commissioner - Bernie Dardis

First Name	rachelle
Last Name	lundell
Address	4718 6th st w
City	West Fargo
State	North Dakota
Zip Code	58078
Phone Number	
Email Address	

Message Request to REJECT Zoning Proposal A24-32 Hope Lutheran Addition

Dear Commissioner,

I am writing to express my strong opposition regarding zoning proposal A24-32, which includes the potential addition of Hope Lutheran Church to the Wilds Addition in South West Fargo. My understanding was that this church addition was originally planned for a location off 52nd Avenue, a road capable of handling increased traffic.

My family and I built our home on 6th Street over nine years ago after careful consideration of the lot's location. We thoroughly researched future development plans for the land south of us, which were documented as additional residential dwellings and a pond addition. I was provided a copy of the future master plan from Property Resources Group when we purchased our lot. One key factor in our decision was knowing that 6th Street would not be a through street to 52nd Avenue, but rather a quiet residential road serving only a handful of homes, with other roads cross sectioning. We intentionally chose this lot for its low traffic, peaceful environment, and safety for raising a family.

I was extremely disappointed to learn that the long-range master plan had been significantly altered. The revised plan would turn our front yard into a heavily trafficked road, a stark contrast to what was initially planned. This change feels misleading to those of us who purchased property in the Wilds based on previous development discussions. Had we known then what we know now, we would not have chosen this location for our home.

In reviewing prior meeting minutes, it was mentioned that "most people will use 9th Street" for access. However, traffic coming from the north and east will logically use Sheyenne, cutting across 47th and 6th Street directly to the parking lot. Those drivers are unlikely to take a longer, circuitous route. It would be helpful if the city could provide data on where churchgoers primarily reside, as this would clarify the anticipated traffic patterns. Additionally, it was stated that traffic would be "heavy only on Sundays." As a lifelong churchgoer, I know firsthand that churches host events

every day of the week, not just on Sundays. Weddings, funerals, community gatherings, social events, religious programs, faith formation classes for children, charity events, craft fairs, and many other events will contribute to significant and regular traffic increases.

I urge you to put yourselves in the shoes of 6th Street residents. Imagine investing in a \$750,000 home in a quiet, family-oriented neighborhood—where children freely run and bike safely—only to be told that your front yard will now serve as a straight access point to a 456-car parking lot, fundamentally altering the safety, noise level and character of the area.

Furthermore, the city did not design our streets to accommodate commercial-level traffic. The roads in the Wilds are narrow, making it difficult for two vehicles to pass when cars are parked on the street. In fact when cars are parked on opposite sides, it's a tight squeeze for one driving lane. If the city truly believes that most traffic will use 9th Street, then closing 6th Street as an access point to the church should not be an issue. If an additional access point is necessary, 52nd Avenue—designed for higher traffic volumes—should be considered instead. Another potential route would be to finish 5th st all the way to 52nd ave, as was originally designed on the master plan.

I respectfully request that you reconsider this proposal to preserve the safety and integrity of our neighborhood, and close off 6th street access to the parking lot and design another route that can handle the increase of traffic.

Thank you for your time,

The Lundell's

From: [Aaron M. Nelson](#)
To: [Lisa Sankey](#)
Subject: FW: Opposition to Church Development in Residential Neighborhood
Date: Monday, March 10, 2025 8:55:39 AM
Attachments:

Lisa,

Please see additional public comment from Bernie, below.

Thanks,

Aaron M. Nelson , AICP
Director of Planning and Zoning, City of West Fargo



Phone: 701-515-5373
Aaron.Nelson@westfargond.gov
2515 6th Street E, West Fargo, ND, 58078
Visit us online: westfargond.gov

From: Bernie Dardis <Bernie.Dardis@westfargond.gov>
Sent: Sunday, March 9, 2025 6:14 PM
To: Dustin T. Scott <Dustin.Scott@westfargond.gov>; Aaron M. Nelson <Aaron.Nelson@westfargond.gov>; Daniel Hanson <Daniel.Hanson@westfargond.gov>
Subject: Fwd: Opposition to Church Development in Residential Neighborhood

Bernie Dardis
Mayor, City of West Fargo



Office: [701-515-5054](tel:701-515-5054) | Mobile: [701-367-2784](tel:701-367-2784)
Bernie.Dardis@westfargond.gov
2515 6th Street E, West Fargo, ND 58078
Visit us online: westfargond.gov

From: Ryan Downs [REDACTED] >
Sent: Sunday, March 9, 2025 3:14 PM
To: Bernie Dardis <Bernie.Dardis@westfargond.gov>
Subject: Opposition to Church Development in Residential Neighborhood

Mr. Dardis,

I am writing to express my concern about the Hope Lutheran Church proposal in the residential development in West Fargo. I live on 6th Street, which according to the plan documents is

expected to be an outlet for the parking lot. I am very taken back that this development, in the heart of a residential neighborhood, is even being considered. Consider too, that the church's current location is in a commercial area off Veterans Blvd., a main street that can accommodate mass traffic flow.

There are many young kids in the neighborhood, including my own, who cross the street and play along the sidewalk. We have lived in this neighborhood since 2017, when we moved to West Fargo. The initial development plans and zoning were a significant part in our selection, never expecting that a large commercial type building would be constructed less than 500 feet from our home. Can you imagine several church services, weddings, and funerals where hundreds of cars exit at once down two-lane streets and side streets (like mine) where cars are parked on the side of the road and kids are accustomed to playing throughout the neighborhood? Now, can you imagine the same off 52nd avenue, 40th avenue or Veterans Blvd? Those are better options, and those make much more sense. That's where you will find most of the churches in our city, which are off main thoroughfares.

What is convenient for the developers and the church cannot come at the cost of the many residents who surround this parcel. I would expect that the church can find a much better location by selling the land and building on a parcel that isn't surrounded by single-family homes and on streets that are much too small to handle large volumes of traffic. This current situation just doesn't make sense and is highly illogical.

I encourage you to consider these comments and vote against this proposal.

Respectfully submitted,

Ryan Downs

From: [Aaron M. Nelson](#)
To: [Lisa Sankey](#)
Subject: FW: Opposition to Church Development in WF Residential Area
Date: Tuesday, March 11, 2025 1:40:39 PM
Attachments:

Lisa,

Please see public comment regarding Hope Lutheran Addition forwarded from Commissioner Zundel.

Thanks,

Aaron M. Nelson , AICP
Director of Planning and Zoning, City of West Fargo



Phone: 701-515-5373
Aaron.Nelson@westfargond.gov
2515 6th Street E, West Fargo, ND, 58078
Visit us online: westfargond.gov

From: Amy Zundel <amy.zundel@westfargond.gov>
Sent: Tuesday, March 11, 2025 1:16 PM
To: Ryan Downs <[REDACTED]>; Aaron M. Nelson <Aaron.Nelson@westfargond.gov>
Subject: Re: Opposition to Church Development in WF Residential Area

Ryan,

Thank you for your feedback and reaching out!

I appreciate your logic and tend to agree with you.

Best,
Amy Zundel

Amy Zundel
Commissioner, City of West Fargo



Office: [701-515-5000](tel:701-515-5000) | Mobile: [701-831-7272](tel:701-831-7272)
amy.zundel@westfargond.gov
2515 6th Street E, West Fargo, ND 58078
Visit us online: westfargond.gov

From: Ryan Downs <[REDACTED]>
Sent: Sunday, March 9, 2025 3:08:00 PM

To: Amy Zundel <amy.zundel@westfargond.gov>

Subject: Opposition to Church Development in WF Residential Area

Ms. Zundel,

I am writing to express my concern about the Hope Lutheran Church proposal in the residential development in West Fargo. I live on 6th Street, which according to the plan documents is expected to be an outlet for the parking lot. I am very taken back that this development, in the heart of a residential neighborhood, is even being considered. Consider too, that the church's current location is in a commercial area off Veterans Blvd., a main street that can accommodate mass traffic flow.

There are many young kids in the neighborhood, including my own, who cross the street and play along the sidewalk. We have lived in this neighborhood since 2017, when we moved to West Fargo. The initial development plans and zoning were a significant part in our selection, never expecting that a large commercial type building would be constructed less than 500 feet from our home. Can you imagine several church services, weddings, and funerals where hundreds of cars exit at once down two-lane streets and side streets (like mine) where cars are parked on the side of the road and kids are accustomed to playing throughout the neighborhood? Now, can you imagine the same off 52nd avenue, 40th avenue or Veterans Blvd? Those are better options, and those make much more sense. That's where you will find most of the churches in our city, which are off main thoroughfares.

What is convenient for the developers and the church cannot come at the cost of the many residents who surround this parcel. I would expect that the church can find a much better location by selling the land and building on a parcel that isn't surrounded by single-family homes and on streets that are much too small to handle large volumes of traffic. This current situation just doesn't make sense and is highly illogical.

I encourage you to consider these comments and vote against this proposal.

Respectfully submitted,

Ryan Downs

Contact a City Commissioner - Amy Zundel

07/20/2025 6:17 PM (CDT)

Contact a City Commissioner - Amy Zundel

First Name	Claudia
Last Name	Wolsky
Address	806 Rania Way W
City	West Fargo
State	ND
Zip Code	58078
Phone Number	
Email Address	
Message	I'm writing in favor of the Hope Lutheran church proposal. I live in The Ranch at the Wilds. My home backs up to the proposed parking lot. My only concern is that there be a tree line as a buffer between the parking lot and the Ranch fence. In the 1st drawing there was but it was missing from the 2nd. Otherwise I'm very much looking forward to this being built soon. Thank you!

Contact a City Commissioner - Amy Zundel

07/20/2025 5:36 PM (CDT)

Contact a City Commissioner - Amy Zundel

First Name	Marti
Last Name	Kaiser
Address	729 48th Ave W
City	West Fargo
State	ND
Zip Code	58078
Phone Number	
Email Address	
Message	Hello Commissioner Zundel, This is in regards to proposed entrances for Hope Lutheran. We do not believe there should be an entrance on 6th Street as this is a quiet residential area with kids playing outside and riding bikes in the street. Increased traffic would pose a serious safety risk. Sincerely, Greg and Marti Kaiser

Contact - Planning & Zoning

07/20/2025 5:30 PM (CDT)

Contact - Planning & Zoning Department

First Name	Marti & Greg
Last Name	Kaiser
Address	729 48th Ave W
City	West Fargo
State	ND
Zip Code	58078
Phone Number	
Email Address	
Message	This is in regards to proposed entrances for Hope Lutheran. We do not believe there should be an entrance on 6th Street as this is a quiet residential area with kids playing outside and riding bikes in the street. Increased traffic would pose a serious safety risk.

From: [Aaron M. Nelson](#)
To: [Lisa Sankey](#)
Subject: FW: Hope Lutheran | West Campus - West Fargo
Date: Monday, July 21, 2025 1:29:29 PM
Attachments: [image002.png](#)
[image003.png](#)
[cowflogo_848ea007-1529-4dde-9467-c33717f5384c.png](#)
[cowflogo_a7216587-5247-4e10-84fd-1b43ada38b58.png](#)

Lisa,

Here is an additional comment regarding Hope Lutheran Addition.

Aaron M. Nelson , AICP
Director of Planning and Zoning, City of West Fargo



Phone: 701-515-5373
Aaron.Nelson@westfargond.gov
2515 6th Street E, West Fargo, ND, 58078
Visit us online: westfargond.gov

From: Bernie Dardis <Bernie.Dardis@westfargond.gov>
Sent: Monday, July 21, 2025 12:31 PM
To: Aaron M. Nelson <Aaron.Nelson@westfargond.gov>
Subject: Fw: Hope Lutheran | West Campus - West Fargo

Bernie Dardis
Mayor, City of West Fargo



Office: [701-515-5054](tel:701-515-5054) | Mobile: [701-715-8343](tel:701-715-8343)
Bernie.Dardis@westfargond.gov
2515 6th Street E, West Fargo, ND 58078
Visit us online: westfargond.gov

From: David Perkins [REDACTED]
Sent: Monday, July 21, 2025 10:36 AM
To: rorj.jorgensen@westfargond.gov <rorj.jorgensen@westfargond.gov>; Roben Anderson <Roben.Anderson@westfargond.gov>; Amy Zundel <amy.zundel@westfargond.gov>; Roben Anderson <Roben.Anderson@westfargond.gov>; Bernie Dardis <Bernie.Dardis@westfargond.gov>; Brad Olson <Brad.Olson@westfargond.gov>
Subject: FW: Hope Lutheran | West Campus - West Fargo

Dear Commissioners / Mayor,

I live at 1039 Mulberry Lane, directly west of the proposed site Hope Lutheran is considering moving their west campus location. I'm writing to express my opposition to allow this proposal to proceed primarily due to the lack of street/infrastructure to support a facility such as this one. The proposed ingress/egress onto two lane roads into narrow residential neighborhoods are incapable of handling the amount of traffic something like this venue would bring into the neighborhood. Particularly during the winter months, the proposed north entrance gets down to a single lane (see attached photo I took on January 31 of the proposed north egress/ingress out of the proposed site and this was a winter we had very little snow). I compiled a series of other large locations with significantly sized parking lots (in my email to Lisa Sankey below); most of these are located on 4 lanes of traffic, includes stop lights and other means of pedestrian safety measures introduced to accommodate the amount of vehicular traffic. It would be interesting to see what a traffic simulation of a full congregation leaving the site, Legacy Elementary dismissing school and residents in this area coming home would look like on these narrow, two-lane roads. To my knowledge, no large facility in the metro has this limited infrastructure as this site has available to it in its proposed form. Keep in mind the city has already looked into adding a round about to handle the existing traffic on 9th and 52nd. I was surprised to see this proposal made it past the zoning group.

If the primary entrance would come off 52nd along the east side of The Ranch and/or from Sheyenne Street (perhaps after one or both were widened to 4 lanes of traffic, it would seem better suited to handle the amounts of traffic to these sites) with those two thoroughfares potential having the capacity to handle traffic once widened. IF that happened, it would only then be comparable to some of the sites/parking listed below.

For these reasons, I am not in favor of the proposed change of use/zoning/ownership.

Thank you,
Dave



PS, For what it's worth, I am member of the Hope Lutheran Congregation, too. :)

From: David Perkins
Sent: Friday, January 31, 2025 9:10 AM
To: Lisa A. Sankey <Lisa.Sankey@westfargond.gov>
Subject: RE: Hope Lutheran | West Campus - West Fargo

Thanks Lisa.

I'm not aware of any church in the Fargo Moorhead area located 100% in a residential neighborhood. Can you share what church lots they reviewed?

Also I put this simple table together to demonstrate the size of this project;

<u>Site</u>	<u>Acres</u>	<u>Parking Stalls</u>	<u>Points of egress</u>
Proposed Hope Campus	12.66	456	3
Eide Bailly Fargo HQ	10.35	325	5
Prairie Heights	15.22	410	4
Triumph (Sheyenne)	7.359	218	2
Hope South Campus	11.25	339 (S) 200 (N)	4

From: Lisa A. Sankey <Lisa.Sankey@westfargond.gov>
Sent: Friday, January 31, 2025 8:20 AM
To: David Perkins [REDACTED]
Subject: RE: Hope Lutheran | West Campus - West Fargo

EXTERNAL

Based on comments, we had asked a similar question. City Engineering indicated that their expectation is that the majority of the traffic will be accessing the church via 9th St W with little traffic utilizing 6th St W. They have looked at other churches in town that have similar access, as well as access to local streets and have not received complaints from abutting neighborhoods for excessive traffic caused by these.

City Engineering has been involved in meetings with the applicants and there are plans to add access control along 9th Street West with openings to line up with 51st Avenue and Mulberry Ln to the West and an additional left turn lane at the north access along 9th Street West. We've also requested an updated area plan showing future connections to the east and south, should those areas develop.

I will forward your questions and comments on to our City Engineer.

Lisa Sankey
Planner, City of West Fargo

<https://newoldstamp.com/editor/profilePictures/profile-15c1bbd55444523320495e304c23508c-104834.jpg>
style='position:absolute;margin-left:5.25pt;margin-

2515 6th Street East
West Fargo, ND 58078
(701) 515-5376
Visit our website at:
westfargond.gov

top:0;width:1in;height:1in;z-index:251660288;visibility:visible;mso-wrap-style:square;mso-width-percent:0;mso-height-percent:0;mso-wrap-distance-left:9pt;mso-wrap-distance-top:0;mso-wrap-distance-right:9pt;mso-wrap-distance-bottom:0;mso-position-horizontal:absolute;mso-position-horizontal-relative:margin;mso-position-vertical:absolute;mso-position-vertical-relative:margin;mso-width-percent:0;mso-height-percent:0;mso-width-relative:margin;mso-height-relative:margin'>

From: David Perkins [REDACTED]
Sent: Thursday, January 30, 2025 8:08 PM
To: Lisa A. Sankey <Lisa.Sankey@westfargond.gov>
Subject: Re: Hope Lutheran | West Campus - West Fargo

Lisa,

Has the city, Hope or any involved party involved in this site conducted any kind of traffic study on what this church would bring into the area at their peak operating times?

That proposed north entrance is literally one lane total (not two lanes, one in each direction) in the winter, between snow and cars parked on it. I don't even live on that street and I'm worried about the safety of those on that street with this many vehicles.

That would put most of the stress on 9th which seems inadequate for 400 +/- cars (assuming the stalls in their diagram is what is to be built).

Get [Outlook for iOS](#)

From: Lisa A. Sankey <Lisa.Sankey@westfargond.gov>
Sent: Friday, December 13, 2024 8:35:37 AM
To: David Perkins <[REDACTED]>
Subject: RE: Hope Lutheran | West Campus - West Fargo

EXTERNAL

Your comments will be entered into the record and forwarded on to the applicants. The reason I believe they are no longer looking at 52nd Avenue W is because the original property owner – Westport – sold a parcel to Hope Lutheran along the east side of Ranch of the Wilds and all the remaining property to the major property owner to the east who does not intend to develop any time soon. They're proposing a land swap to allow for the church development.

Staff is awaiting additional information from the applicant --- updates to the plat and to the previously approved area plan showing future right of way connections for streets and multi-use trail connections, park dedication, drainage plan – so this item will be continued until the January 14th meeting. Being we advertised for a public hearing for Tuesday night, we opened the hearing for comments and continued it until next month.



Lisa Sankey
Planner, City of West Fargo

2515 6th Street East
West Fargo, ND 58078
(701) 515-5376
Visit our website at:
westfargond.gov

From: David Perkins [REDACTED]
Sent: Thursday, December 12, 2024 2:54 PM
To: Lisa A. Sankey <Lisa.Sankey@westfargond.gov>
Subject: FW: Hope Lutheran | West Campus - West Fargo

Lisa,

I live at 1039 Mulberry lane in West Fargo. I sent the below email to Paul at Hope Lutheran. I don't believe the church gave ingress/egress to their proposed site much consideration. An entrance/road from 52nd (to the east of the Ranch) would seem to make some logical sense rather than routing all that traffic through the residential areas.

Dave

From: David Perkins
Sent: Friday, October 11, 2024 8:58 AM
To: 'pnynas@fargohope.org' <[REDACTED]>
Subject: West Campus - West Fargo

Hi Paul,

Good morning. I recently received the mailing on the new, West Campus Hope project. I live right across the street on Mulberry and 9th. There are two things that stuck out to me is the lack of ingress/egress to the site and overall safety of those living in the neighborhood. I realize there are 3 access points, but combined, it would likely be wholly inadequate with a significant congregation attendance. Both 9th and 6th Steets are two lane traffic, with a large pedestrian presence (especially on 6th and those cross streets), with traffic routed through streets that aren't capable of handling significant traffic. Hope's situation on the 25th street location has four access points but on roads designed to handle that larger load (and traffic still gets backed up); at least the pedestrian issue is somewhat mitigated at the 25th Street site due to it's larger commercial street (4 lanes on 25th) presence and far fewer homes for the congregation to navigate through to attend church services.

The traffic could be alleviated by adding a 4th access point (or removing one of the 9th street access points as this is rather redundant) from 52nd/running north/south.

I'm assuming there would be no outside services from a noise standpoint but also wanted to confirm that this too would be a problem moving the church closer to more residential housing. Prairie Heights had a similar issue before the city had them stop outside services.

I do agree this new site lays out better, but without proper access to the new facility, the new site is substantially inferior and a potential concern would be lower attendance than estimated as people likely pick a different location/church. We would plan to vote against this design for these reasons.

Thanks,
Dave



Contact a City Commissioner - Bernie Dardis

07/21/2025 12:24 PM (CDT)

Contact a City Commissioner - Bernie Dardis

First Name	Brad
Last Name	Monson
Address	4727 6th St W
City	West Fargo
State	ND
Zip Code	58078
Phone Number	
Email Address	

Message

Dear West Fargo City Commissioners,

I hope this message finds you well. I am writing to you as a homeowner in the Wild's neighborhood, which is zoned for residential single-family homes. Unfortunately, I am unable to attend tonight's meeting, where I know this topic is on the agenda.

There is a proposal for Hope Lutheran Church to expand into our neighborhood. While I am not opposed to the idea of having a church in our community, I have a concern regarding the current plans for the church's parking lot exits. Specifically, one of the proposed exits for the parking lot would direct traffic down 6th Street West, which is currently a quiet and peaceful area. I am concerned this change would significantly increase traffic volume and noise, disrupting the safe and quiet neighborhood that we currently enjoy.

I believe a better alternative would be to investigate directing traffic directly to 52nd Avenue West, a major road. This solution would help to preserve the quiet nature of our street while still allowing access to the church's parking lot.

I kindly ask for your consideration of my concern and the possibility of revising the traffic plan to accommodate this alternative. Thank you for considering the perspectives of residents like myself.

Best regards,
Brad Monson
4727 6th St W
West Fargo, ND 58831

Contact a City Commissioner - Amy Zundel

07/21/2025 12:23 PM (CDT)

Contact a City Commissioner - Amy Zundel

First Name	Brad
Last Name	Monson
Address	4727 6th St W
City	West Fargo
State	ND
Zip Code	58078
Phone Number	
Email Address	

Message

Dear West Fargo City Commissioners,

I hope this message finds you well. I am writing to you as a homeowner in the Wild's neighborhood, which is zoned for residential single-family homes. Unfortunately, I am unable to attend tonight's meeting, where I know this topic is on the agenda.

There is a proposal for Hope Lutheran Church to expand into our neighborhood. While I am not opposed to the idea of having a church in our community, I have a concern regarding the current plans for the church's parking lot exits. Specifically, one of the proposed exits for the parking lot would direct traffic down 6th Street West, which is currently a quiet and peaceful area. I am concerned this change would significantly increase traffic volume and noise, disrupting the safe and quiet neighborhood that we currently enjoy.

I believe a better alternative would be to investigate directing traffic directly to 52nd Avenue West, a major road. This solution would help to preserve the quiet nature of our street while still allowing access to the church's parking lot.

I kindly ask for your consideration of my concern and the possibility of revising the traffic plan to accommodate this alternative. Thank you for considering the perspectives of residents like myself.

Best regards,
Brad Monson
4727 6th St W
West Fargo, ND 58831

From: [Aaron M. Nelson](#)
To: [Lisa Sankey](#)
Subject: FW: Request of Reviewal: Zoning Proposal A24-32 Hope Lutheran Addition
Date: Friday, July 25, 2025 4:13:07 PM
Attachments: [cowflogo_848ea007-1529-4dde-9467-c33717f5384c.png](#)
[cowflogo_a7216587-5247-4e10-84fd-1b43ada38b58.png](#)

Additional public comment below.

Aaron M. Nelson , AICP
Director of Planning and Zoning, City of West Fargo



Phone: 701-515-5373
Aaron.Nelson@westfargond.gov
2515 6th Street E, West Fargo, ND, 58078
Visit us online: westfargond.gov

From: Bernie Dardis <Bernie.Dardis@westfargond.gov>
Sent: Friday, July 25, 2025 2:32 PM
To: Aaron M. Nelson <Aaron.Nelson@westfargond.gov>
Subject: Fw: Request of Reviewal: Zoning Proposal A24-32 Hope Lutheran Addition

FYI-Bernie

Bernie Dardis
Mayor, City of West Fargo



Office: [701-515-5054](tel:701-515-5054) | Mobile: [701-715-8343](tel:701-715-8343)
Bernie.Dardis@westfargond.gov
2515 6th Street E, West Fargo, ND 58078
Visit us online: westfargond.gov

From: christopher teeman <[REDACTED]>
Sent: Friday, July 25, 2025 12:45 PM
To: Brad Olson <Brad.Olson@westfargond.gov>; Bernie Dardis <Bernie.Dardis@westfargond.gov>;
Roben Anderson <Roben.Anderson@westfargond.gov>; Amy Zundel
<amy.zundel@westfargond.gov>; Rory Jorgensen <rory.jorgensen@westfargond.gov>
Subject: Request of Reviewal: Zoning Proposal A24-32 Hope Lutheran Addition

Hello,

I am reaching out today to voice my concerns regarding the rezoning proposal to allow Hope Lutheran Church to be built in the Wilds development. My wife and I have multiple concerns and are strongly against Hope Lutheran Church being built at the current proposed location.

We live at 4767 6th St W, West Fargo and are directly affected by this proposal. We have laid out our concerns on why we feel the rezoning should not take place.

1. One of my largest concerns is the **safety risk** of a large influx in traffic.
 - Hope Lutheran has stated that the biggest increase in traffic will only be Wednesday and Sunday, but we believe based on the information received at the community meeting put on by church and being a church-goer, there will be traffic every single day of the week. We understand that other days may not be as large as Wednesday and Sunday, but there are many events held throughout the week. In addition, Hope Lutheran has stated that they work with many nonprofits in the area and allow them to use their facility. The church has stated that they intend to design the church in such a way that would have many multi-purpose rooms that will be used both for their religious education courses as well as used by many nonprofits in the area. This will have a **significant impact** on the traffic in the area every day of the week.
2. With the substantial **increase in traffic**, that will put additional wear and tear on the roads.
 - The roads appear to have been made of the lowest required quality and meant for minimal traffic. We are currently scheduled to pay a special assessment to have our roads resurfaced. The additional traffic from the church will cause this to occur more often, costing our neighborhood more and more money for the maintenance of the road or we will be continuing to drive on substandard maintained road for a low traffic neighborhood.
3. The **6th street access** directly into their parking lot has been stated as **not** a requirement for access and based on the current proposed design would be the most efficient route for traffic. This was confirmed by the city engineer, at the July 21st city commission meeting. The city engineer stated that it would be a benefit for emergency vehicles even though it is not required. The statement made by the city engineer implies that the quickest and most efficient route for traffic to the church will be going through 6th Street and thus solidifying our concerns in bullet two with the increase in traffic, safety and the roads are not designed for this much traffic.
4. Before purchasing our home in 2022, my wife and I heavily researched the future plan for the field/empty lots around us. We were concerned that we would be a corner lot as neither of us wanted to have a corner lot. During our research, it showed that the future development plan would be for more single family homes extending to the south of us and not a large commercial building and parking lot that is now being proposed with an easement to the south for a potential road to allow for future development and making us a corner lot.

5. The **development plan** for the Wilds has always been to be completely residential. The addition of a church which is more of a commercial building does not fit with the long term plan as laid out by the Wilds comprehensive plan.
- I feel that the addition of the church goes against the "Growth Area Plan" as listed on the West Fargo city website, as one of the plan priorities is to protect existing neighborhoods from traffic impacts.
 - The West Fargo 2.0 plan does not support a church within neighborhoods as the plan talks about multi-use buildings not a single-use large commercial building to be built within them.
 - A church is not something that is for the benefit of the neighborhood in which it is located. It is only for the benefit of its parish.
 - The plan also talks about trying to maintain diversity and inclusiveness. A single denomination church does not create diversity or inclusion, having a church pushes the neighborhood into a less diverse community.
6. I would like to see data or a study regarding the additional stormwater and drainage with a large parking lot going into our neighborhood. Are the retention ponds sufficient to handle the excess that is created by a large parking lot rather than residential homes?
7. How will this affect our property taxes? From the research I have completed, this would typically increase our property taxes which is not to the benefit of the neighborhood.

My wife and I believe that all of these points listed above show a strong case against the church being approved to build at this location. A church does not supply any tangible benefit to the community and only draws in more traffic and people which causes unnecessary problems for the people that live within the neighborhood. We do understand that it might be a benefit to a small portion of individuals in the neighborhood as they attend the church, but as outlined above that creates a non-inclusive neighborhood. We don't feel that adding a church preserves the community's character or enhances the quality of life of the residents.

We hope you take these concerns under consideration for the next city commission meeting regarding the Hope Lutheran Addition to the Wilds neighborhood. Thank you.

Sincere Regards,
Chris and Shannon Teeman

June 29th, 2025

I'm writing to express my support for the establishment of Hope Lutheran Church in The Wilds neighborhood of West Fargo.

As a resident of The Wilds, I believe that the presence of Hope Lutheran Church will bring many positive benefits. Hope will offer a place of worship along with opportunities for community outreach, connections and events that will enrich the lives of our residents, regardless of their background or beliefs.

I fully support Hope Lutheran Church joining us in The Wilds and I look forward to warmly welcoming them to our neighborhood.

Sincerely,

A handwritten signature in blue ink, reading "Lance Thorson". The signature is fluid and cursive, with a large loop at the end of the last name.

Lance Thorson

Contact a City Commissioner - Bernie Dardis

07/30/2025 4:13 PM (CDT)

Contact a City Commissioner - Bernie Dardis

First Name	Felix (Lex)
Last Name	Silbernagel
Address	689 Rania Way W
City	West Fargo
State	ND
Zip Code	58078
Phone Number	
Email Address	

Message

Dear Mayor Dardis,

As a longtime member of Hope Lutheran Church and a resident of The Ranch neighborhood, just south of the proposed church site, I am writing to express my heartfelt support for the Hope Lutheran Addition project (A24-32).

From my experience and observations, I am confident Hope Lutheran Church is carefully planning its new West Fargo campus and will strive to be a great neighbor. The primary access will be via 9th Street West. There will be a large green space to the west of the building along 9th Street West, with driveways and access points designed for safe staging of vehicles. The placement of the main entrance for the church will be on the east side, shielding visitors from the prevailing northwest weather.

The planners are working diligently to address recommendations and concerns, incorporating setback space for utility corridor infrastructure, improved drainage, and trees to reduce noise and shield light to nearby homes. The church is also committed to discouraging use of a secondary access/egress point on 6th Street near 48th Avenue West, this is to reduce traffic in the residential neighborhood.

Churches and schools are vital pillars of any thriving community. Hope Lutheran Church, with its established presence in Fargo and West Fargo, has a proven track record of fostering spiritual growth, youth programs, and community service to provide safe and enriching environments for children and families. The Hope Lutheran Addition will also serve as a hub for community activities, volunteer opportunities, and outreach programs that benefit West Fargo as a whole. I respectfully urge the Commission to approve the zoning change and development plat for this project.

Thank you for your time and consideration.

Felix (Lex) Silbernagel

Contact a City Commissioner - Bernie Dardis

First Name	Christopher
Last Name	Hondl
Address	904 51st Ave W
City	West Fargo
State	ND
Zip Code	58078
Phone Number	
Email Address	

Message

To the Honorable Members of the West Fargo City Commission,

My name is Chris Hondl, and I live at the corner of 9th Street and 51st Avenue. While I will be unable to attend the upcoming city commission meeting regarding the proposed Hope Lutheran Church building project, I wanted to take a moment to voice my strong support for the church and the plans as currently designed.

First, to be clear I am not a member of Hope Lutheran and in fact have been Catholic my whole life. My family and I recently moved into the neighborhood just two months ago, and we were fully aware of the proposed church when we purchased our home. In fact, knowing that Hope Lutheran would soon become part of this community was one of the reasons we were so excited to make this our home.

I understand there have been concerns from some neighbors regarding traffic, specifically the access point on 6th Street. Personally, I don't share those concerns to the same degree. Given the layout of our neighborhood and the natural traffic flow, I believe the vast majority of visitors—especially on Sundays and Wednesdays—will use 9th Street, which is a main thoroughfare and a far more practical entry point. In my view, it would be highly unlikely for most people to go out of their way to access the church from 6th Street.

Beyond the logistics, I'd like to speak to the heart of the matter: the value of having a church like Hope Lutheran in our community. West Fargo is already a wonderful place to live, and I believe this church will only enhance that. Hope Lutheran is known for its strong community involvement and positive influence across the region. Having a church like this within walking distance is uplifting. It offers opportunities for connection, service, and shared values that help knit neighborhoods together. As I have met my neighbors I have found most are in favor but are not as apt to voice their opinions at a commission meeting. Those opposed to it seem to be in the minority but also more motivated to voice their opinion at city commission meetings.

I hope the city will consider the broader benefits this project brings to the area, not just in spiritual terms but also in the sense of belonging and purpose it can provide to so many of us.

Thank you for your time and for all you do to serve our community.

Warm regards,

Chris Hondl
904 51st Ave W
West Fargo, ND 58078



From: [REDACTED]
To: [Lisa Sankey](#)
Subject: A24-32 Hope Lutheran Addition
Date: Thursday, July 31, 2025 10:20:13 AM

Good morning Ms. Sankey,

Below is a letter I have sent to the commissioners and am sending to you as well for inclusion in the information regarding the Hope Lutheran Church project.

Thank you for the work you do to help our community.

Lex Silbernagel

West Fargo City Commission
City Hall
800 4th Ave E
West Fargo, ND 58078

Dear West Fargo City Commission,

As a longtime member of Hope Lutheran Church and a resident of The Ranch neighborhood, just south of the proposed church site, I am writing to express my heartfelt support for the Hope Lutheran Addition project (A24-32).

From my experience and observations, I am confident Hope Lutheran Church is carefully planning its new West Fargo campus and will strive to be a great neighbor. The primary access will be via 9th Street West. There will be a large green space to the west of the building along 9th Street West, with driveways and access points designed for safe staging of vehicles. The placement of the main entrance for the church will be on the east side, shielding visitors from the prevailing northwest weather.

The planners are working diligently to address recommendations and concerns, incorporating setback space for utility corridor infrastructure, improved drainage, and trees to reduce noise and shield light to nearby homes. The church is also committed to discouraging use of a secondary access/egress point on 6th Street near 48th Avenue West, this is to reduce traffic in the residential neighborhood.

Churches and schools are vital pillars of any thriving community. Hope Lutheran Church, with its established presence in Fargo and West Fargo, has a proven track record of fostering spiritual growth, youth programs, and community service to provide safe and enriching environments for children and families. The Hope Lutheran Addition will also serve as a hub for community activities, volunteer opportunities, and outreach programs that benefit West Fargo as a whole. I respectfully urge the Commission to approve the zoning change and development plat for this project.

Thank you for your time and consideration.

Felix (Lex) Silbernagel
Resident of The Ranch at the Wilds Neighborhood
Member of Hope Lutheran Church

From: [REDACTED]
To: [Planning Department](#)
Cc: [REDACTED]
Subject: Petition for Rejection of Zoning Proposal: Hope Church in the Wilds
Date: Friday, August 1, 2025 9:05:40 AM

Hello Zoning and Planning,

Please find attached a signed petition from the Wilds neighborhood requesting the rejection of the zoning proposal A24-32 Hope Lutheran Addition to the Wilds. I am requesting you add this to the official packet for the commission meeting scheduled for Monday.

Thanks,

Joel Morris

Petition for the Rejection of Zoning Proposal: Hope Lutheran

We are requesting the city commission to reject the proposed zoning change and development of the Hope Lutheran church at the location adjacent to 9th St W east to 6th St W. Instead, we are advocating the location be amended to a major road to allow sufficient traffic flow in and out of the parking lot(s). Suggested options are within the Wilds adjacent to 52nd Ave, a location West of the Diversion or other location where direct access to the major thoroughfare is the primary source of traffic flow.

By signing this petition, you are standing with us to support the safety of our local streets, maintaining the peaceful setting of the development and helping to ensure the future homes of the neighborhood are consistent with the city plan for the area.

Some key reasons we are against this proposed location:

- The only access to the church are through ^{NAE 20W} city roads. The parking lot is set for around 400 cars. To be consistent with all other churches in the area, this should be set to enter and exit from a main road and not a two lane residential street
- There is a planned exit directly into 6th St W from the parking lot
- Placing the church into a neighborhood contradicts the promise gave by the city to the citizens for the planned streets as well as single family homes to be the only construction in the area
- The increased traffic will be a safety risk to the neighborhood as traffic is currently local only (the school is a neighborhood school so is almost exclusively local children)
- The increased traffic will cause increased wear and tear on the infrastructure resulting in repairs and additional specials
- The current plan is contrary to the West Fargo Comprehensive Plan 2.0. This document provided a framework for the diversity of neighborhoods. Specifically, the plan called for family homes within the Wilds and possible mixed use commercial buildings along 52nd Ave, where the church would be a great addition

Contact a City Commissioner - Bernie Dardis

08/04/2025 11:52 AM (CDT)

Contact a City Commissioner - Bernie Dardis

First Name	Maren
Last Name	Gemar
Address	512 47th Avenue West
City	West Fargo
State	ND
Zip Code	58078
Phone Number	
Email Address	

Message

Good morning, Commission President Dardis-

I wanted to take a minute to comment on the discussion tonight regarding the Hope Lutheran Church.

My name is Maren Gemar, and I live with my husband and two children at 512 47th Ave W. in West Fargo, where we've lived since 2012. We are members of Hope Lutheran Church and support the proposed development project.

While we recognize concerns about increased traffic in the area, we are in favor of the project overall. We are thankful for the thoughtful work that has been done planning for the project.

We understand that any development in that space will affect traffic patterns, but we believe the Hope Lutheran Church project will ultimately enhance our neighborhood and community.

I'm happy to answer any questions and discuss further. You can reach me on my cell at 701-200-8406.

Sincerely,
Maren Gemar

From: [Bernie Dardis](#)
To: [Aaron M. Nelson](#)
Subject: Fw: Request to Reject Zoning Proposal A24-32 Wilds Church Addition
Date: Saturday, August 2, 2025 11:22:11 AM
Attachments: [cowflogo_848ea007-1529-4dde-9467-c33717f5384c.png](#)

Bernie Dardis
Mayor, City of West Fargo



Office: 701-515-5054 | Mobile: 701-715-8343
Bernie.Dardis@westfargond.gov
2515 6th Street E, West Fargo, ND 58078
Visit us online: westfargond.gov

From: Joel Morris <[REDACTED]>
Sent: Saturday, August 2, 2025 11:18:54 AM
To: Brad Olson <Brad.Olson@westfargond.gov>; Roben Anderson <Roben.Anderson@westfargond.gov>; Amy Zundel <amy.zundel@westfargond.gov>; Rory Jorgensen <rory.jorgensen@westfargond.gov>
Cc: Bernie Dardis <Bernie.Dardis@westfargond.gov>; Jacqueline Morris <jacjomorris@gmail.com>
Subject: Request to Reject Zoning Proposal A24-32 Wilds Church Addition

Dear Commissioners,

I am a resident of 6th Street in the Wilds and have previously spoken in opposition to the proposed rezoning for the construction of a church within our neighborhood. I respectfully write again to request that the commission reject this proposal. I am also submitting the attached petition—already sent to the Planning and Zoning Department—signed by 51 households in our community.

This petition reflects strong, unified opposition among residents to the current proposed location. In speaking with my neighbors, the vast majority expressed deep concern about the impact of this development on the character and livability of our residential area. Their primary concerns include:

- **Traffic Impact on 6th Street:** This street is narrow, designed for local traffic only, and not equipped to handle the increased volume that a church would bring. It is highly likely to become a primary access route to the proposed parking lot, which would overwhelm the street and compromise safety.
- **Traffic Impact on 9th Street:** Although wider than 6th, 9th Street is still a single-lane road in each direction. The added traffic would significantly disrupt daily life for residents along this corridor.
- **Conflict with the Comprehensive Plan 2.0:** The plan envisions the Wilds as a neighborhood with diverse, mixed housing and only *small-scale mixed-use commercial development along 52nd Avenue*. This proposed church location is inconsistent with that vision and pushes non-residential use deep into a purely residential zone.
- **Deviation from Residents' Expectations:** Many residents chose to move to the Wilds based on assurances that the neighborhood would consist entirely of single-family homes. Introducing a high-traffic institutional building in this location breaks that promise.

Additionally, I inquired with the police department and found that the most recent traffic study on 9th Street, conducted approximately five years ago when the area was less developed, recorded average speeds of 32–33 MPH on a road zoned for 25 MPH, with a daily volume of 7,000–10,000 vehicles. These numbers already point to traffic safety concerns. Introducing potentially 1,000 or more additional daily vehicle trips would greatly increase risk for accidents and further deteriorate the safety and walkability of the neighborhood.

In closing, I want to emphasize that the opposition is not to the presence of a church in our community—we would welcome that. However, it must be located in a place that aligns with established planning goals and infrastructure capacity, ideally with direct access from a major arterial road rather than quiet residential streets.

While the zoning code may allow for this use in an R-1 district, we urge you to consider the broader community impact, resident voices, and the long-term vision for the Wilds. There is a better, more suitable location for this development, and we ask that you support us in finding it.

Thank you for your time and thoughtful consideration.

Sincerely,

Joel Morris

4735 6th St W

[REDACTED]

From: [Bernie Dardis](#)
To: [Dan Hanson](#); [Nick R. Lee](#); [Aaron M. Nelson](#)
Subject: Fw: Engineer's Assessment Re: Hope Lutheran Proposed Subdivision
Date: Sunday, August 3, 2025 8:47:20 PM
Attachments: [Wilds Subdivision Engineer Assessment.pdf](#)
[cowflogo_848ea007-1529-4dde-9467-c33717f5384c.png](#)

Bernie Dardis
Mayor, City of West Fargo



Office: 701-515-5054 | Mobile: 701-715-8343
Bernie.Dardis@westfargond.gov
2515 6th Street E, West Fargo, ND 58078
Visit us online: westfargond.gov

From: Marti Kaiser <[REDACTED]>
Sent: Sunday, August 3, 2025 8:46 PM
To: Bernie Dardis <Bernie.Dardis@westfargond.gov>; Roben Anderson <Roben.Anderson@westfargond.gov>; Amy Zundel <amy.zundel@westfargond.gov>; Brad Olson <Brad.Olson@westfargond.gov>; rory.jorgenson@westfargond.gov <rory.jorgenson@westfargond.gov>
Subject: Re: Engineer's Assessment Re: Hope Lutheran Proposed Subdivision

Dear Commissioners,

Reattaching file as a pdf for easier access.

Thank you again for your consideration.

Marti Kaiser

On Sun, Aug 3, 2025 at 2:52 PM Marti Kaiser <[REDACTED]> wrote:

Hello West Fargo Commissioners,

Our property abuts the proposed Hope Lutheran Subdivision. Attached is an assessment from a former City and State Traffic Engineer, whom I requested to review the project.

Please feel free to contact me if you have any questions.

Marti (and Greg) Kaiser
729 48th Avenue West, West Fargo, ND 58078

Hope Lutheran Addition Zoning Change Talking Points

From: Marti & Greg Kaiser at 729 48th Ave W (back yard abuts the proposed subdivision)

Opposition Bases:

The main opposition to this proposed zoning change is due to identified safety concerns and in the interest of protecting our property values.

Safety:

All roads within the abutting subdivisions are classified as local roads with direct access by each property owner. In this case, the only exception would be 9th St., which is considered a collector road with access only at intersections. The north abutting subdivision local roads area are a narrow 28 ft. wide for two-way traffic along with one parking lane.

A church of this size will generate a fair amount of coming and going traffic, especially when they have consecutive services. It's unknown at this time how traffic will be distributed over the access points and those moving on local roads especially when traffic backs up. All this will result in an increased number of vehicle crashes and those involving pedestrians particularly on the local roads; keeping in mind there can be numerous children playing in these areas.

Additional related concerns on local roads during winter are snowbanks narrowing up the actual roadway width and those that are of such height that they block motorist's view while backing out of their driveway. Icy roads can also create a problem and that there may be delayed maintenance due to the fact that local roads are generally the lowest priority.

Property Values:

Home ownership is generally the biggest investment one has, and in these subdivisions, it is reflected in the actual design of the unit and the degree of maintenance provided. Any property owner desires to minimize negative impacts to protect their property values. Our property was purchased with the fact that the area in question is zoned residential and would remain as such. A change in zoning, would result in some degree of devaluation.

Rated Recommendations:

Relocate church to another area, because the request for rezoning would depreciate the property value by visually seeing such a large building and huge parking lot from the abutting back yards of those living on 48th Ave W.

A second option would be to revise the purpose of rezoning request to add one row of individual residential housing lots with the backyards abutting the north property line to provide an improved visual buffer zone.

Additional options would be to provide a visual barrier by additional trees or the installation of a 6 to 8 ft. high fence. These approaches would be difficult to accomplish to totally block off the view year-round of the large building and huge parking lot. Any addition of trees would require such a deep buffer zone that would greatly reduce the usable development. One other problem is that some of the houses along the border are two story structures. Any serious considerations of these two options should involve those abutting residents to ensure quality of the products and address future maintenance needs.

From: [Bernie Dardis](#)
To: [Aaron M. Nelson](#)
Subject: Fw: Wilds / Hope Church Concerns- Please help our neighborhood
Date: Monday, August 4, 2025 10:47:38 AM
Attachments: [cowflogo_848ea007-1529-4dde-9467-c33717f5384c.png](#)

Bernie Dardis
Mayor, City of West Fargo



Office: 701-515-5054 | Mobile: 701-715-8343
Bernie.Dardis@westfargond.gov
2515 6th Street E, West Fargo, ND 58078
Visit us online: westfargond.gov

From: Sara Schilke <[REDACTED]>
Sent: Monday, August 4, 2025 10:37 AM
To: Brad Olson <Brad.Olson@westfargond.gov>; Roben Anderson <Roben.Anderson@westfargond.gov>; Amy Zundel <amy.zundel@westfargond.gov>; Rory Jorgensen <rory.jorgensen@westfargond.gov>
Cc: Bernie Dardis <Bernie.Dardis@westfargond.gov>
Subject: Re: Wilds / Hope Church Concerns- Please help our neighborhood

Unfortunately I am unable to attend the council meeting tonight due to travel.

In advance of the meeting today, **I urge each of you to drive down 47th Avenue from Sheyenne, and along 6th Street to 9th Street.** Imagine this route (along the park) as a supporting road to a 400-spot parking lot. This is not safe for our children and you will easily see firsthand.

I also ask you to reflect on **Why this location?** It honestly doesn't make sense for this size facility to not be located on a main road. I am supportive of the Hope expansion, but not at the expense of local safety.

Please help keep our neighborhood safe!

Sara Schilke

Thanks,
Sara

From: Sara Schilke <[REDACTED]>
Sent: Sunday, August 3, 2025 9:50:17 AM

To: brad.olson@westfargond.gov <brad.olson@westfargond.gov>; roben.anderson@westfargond.gov <roben.anderson@westfargond.gov>; amy.zundel@westfargond.gov <amy.zundel@westfargond.gov>; rory.jorgensen@westfargond.gov <rory.jorgensen@westfargond.gov>
Cc: bernie.dardis@westfargond.gov <bernie.dardis@westfargond.gov>
Subject: Wilds / Hope Church Concerns- Please help our neighborhood

As a homeowner on 47th Avenue, I am so concerned about the significant increase in traffic in my neighborhood with the addition of a large Hope facility placed directly in the midst of our small residential streets and park! Please help us keep our neighborhood safe for our children - this is not in the best interest of our family-focused West Fargo community.

Sara Schilke

Address: 504 47th Ave W, West Fargo ND 58078

Phone: [REDACTED]

Dear Commissioners,

As a resident of the Wilds Addition, I'm writing to share my concerns regarding the proposed zoning and placement of Hope Church within our neighborhood. While I support thoughtful development and understand the role a church can play in the community, I believe this particular location poses several infrastructure and traffic-related challenges—especially for 47th Avenue.

My primary concerns include:

- **Traffic Funnel onto 47th Avenue:** The planned exit onto 6th Street would push a large volume of traffic directly onto 47th Avenue. This road is narrow, residential, and not equipped to serve as a major access route for a facility of this scale.
- **Residential Road Design Limitations:** Both 6th Street and 47th Avenue are designed for neighborhood use, not high-volume traffic. Increased use could lead to congestion, noise, and safety hazards for pedestrians, cyclists, and children.
- **Event Traffic and Peak Usage:** Church services and events will likely draw high numbers of vehicles at concentrated times. This could create traffic backups and limit safe access for residents entering or exiting their homes, particularly along 47th.
- **Better Alternatives Exist:** A location with access to a main arterial road like 52nd Avenue would offer a safer, more appropriate option for traffic management while still allowing the church to serve the community effectively.

This proposal seems to place a large facility into a part of the neighborhood that simply wasn't designed for it. I respectfully ask the Commission to reconsider the current plan and seek a solution that better aligns with the capacity and layout of the existing streets.

Thank you for taking the time to review this input.

Sincerely,

Sara Schilke

504 47th Ave W, West Fargo

[REDACTED]

From: [Bernie Dardis](#)
To: [Aaron M. Nelson](#)
Subject: Fw: Concerns Regarding Proposed Hope Church Location in the Wilds Addition
Date: Monday, August 4, 2025 7:54:16 AM
Attachments: [cowflogo_848ea007-1529-4dde-9467-c33717f5384c.png](#)

Bernie Dardis
Mayor, City of West Fargo



Office: 701-515-5054 | Mobile: 701-715-8343
Bernie.Dardis@westfargond.gov
2515 6th Street E, West Fargo, ND 58078
Visit us online: westfargond.gov

From: Lance Tarver <[REDACTED]>
Sent: Monday, August 4, 2025 7:53 AM
To: Brad Olson <Brad.Olson@westfargond.gov>; Roben Anderson <Roben.Anderson@westfargond.gov>; Amy Zundel <amy.zundel@westfargond.gov>; Rory Jorgensen <rory.jorgensen@westfargond.gov>
Cc: Bernie Dardis <Bernie.Dardis@westfargond.gov>
Subject: Concerns Regarding Proposed Hope Church Location in the Wilds Addition

Dear Commissioners,

I'm writing to express concerns about the proposed zoning for Hope Church in the Wilds Addition neighborhood. While I recognize the potential value a church can bring to a community, I believe this particular site presents significant challenges—especially when it comes to traffic and infrastructure.

A church of this size may be better suited to a location with direct access to a major road, such as 52nd Avenue. That kind of placement would allow for more appropriate traffic flow and reduce the impact on residential streets that weren't designed for commercial-scale use. Integrating a large facility into an established neighborhood with limited access points raises both practical and safety concerns.

The most significant issue with the current plan is the proposed exit onto 6th Street. This is a small, residential street intended for local traffic only. Routing high volumes of vehicles through it will funnel additional traffic onto 47th Avenue, which is similarly limited in capacity. Neither road is designed to handle consistent, high-volume traffic, particularly during large events or peak hours.

Increased traffic on these narrow roads could create ongoing congestion, limit emergency access, and

raise safety concerns for pedestrians, cyclists, and families who regularly use these streets. Additionally, 9th Street—already experiencing higher-than-posted speeds—would likely see a further uptick in use, compounding these issues.

I respectfully ask that the Commission reconsider the current zoning proposal and explore alternative sites that are better suited for this scale of development. Doing so would support the church's mission while preserving the character and safety of the surrounding neighborhood.

Thank you for your time and thoughtful consideration.

Sincerely,
Lance Tarver
4754 Lilac Dr West Fargo, ND

From: Nicki Johnson

Sent: Monday, July 28, 2025 10:09 AM

To: lisa.sankey@westfargond.gov

Cc: amy.zundel@westfargond.gov; brad.olson@westfargond.gov;
roben.anderson@westfargond.gov; rory.jorensen@westfargond.gov

Subject: Hope Lutheran West Campus A24-32

Good morning,

I have attached a letter in response to Proposal A24-32 Hope Lutheran Church West Campus and my sincere petition that you allow for not only West Campus to be built on the designated plot of land but that you include the access point via 6th street.

Hope leadership has worked tirelessly with developers, city planners, architects, industry experts, congregation members, and community members to identify and secure this land that will allow us to bring a positive community impact to the south end of West Fargo.

I have been a member of Hope for over 30 years and currently serve on the Hope Lutheran Board of Directors. My two young girls, husband, and I are active members and attendees of the Hope West Campus at its temporary location and are greatly looking forward to the new facility being brought to this community.

Thank you in advance for your consideration,

Nicki Johnson, CPA

C# [REDACTED]

West Fargo City Commissioners and Community,

Throughout most communities, West Fargo being no exception, the value of churches and schools are widely known. West Fargo has many examples of when the benefits of a church or school have warranted the use of an access point on residential streets. Please see page two for just a handful of examples. When purchasing a home you have the right to use and enjoy your home and lot without disturbance. Streets, however, are public property for utilization by the City to connect us all.

Hope Lutheran in its former two locations has shown the positive impact that radiates throughout our community by the actions of our congregation, the children's hearts that are changed, and the hope that is brought to those in need. Our mission is to encourage all people to know the love of Christ, and we strive to bring that sense of love and community to each of our campuses and the neighborhoods in which they reside.

Specifically in our planning of the Hope West Campus we have talked about green space and tree planting to provide a buffer to local backyards. We also believe strongly in not disturbing the peace by testing decibel ratings as evidenced in our current Hope West location located in the bottom floor of an apartment building. Great lengths were taken to soundproof the space. We believe strongly that in order to be embraced by our neighbors effort should be made to be respectful, and some concessions may be necessary.

However, if we are to be a true presence in the south end of West Fargo we want to grow with our members. We want to provide a facility that is accessible and functional. We see vehicles as a sign of attendance. Attendance means that hearts are inside our doors participating in life giving, joyful activities and growing deeper in faith. Vehicles are a necessary byproduct of the good work that goes on inside our doors.

The flow of traffic from our facility is vital to the functionality. During a variety of Hope's scheduled programming the 9th Street access points will be the most heavily, if not the only, exits utilized. People have no general desire to weave through a residential area. However, the 6th street access provides an alternative route for egress for instances when services are stacked together. Without this access our ability to efficiently serve our community of believers is drastically reduced. A parking lot with limited access will lead to frustration, bottlenecks, and an inability for cars to efficiently flow in and out. We also hope that the neighborhoods adjacent to the 6th street access are attending and driving their cars to our lot directly.

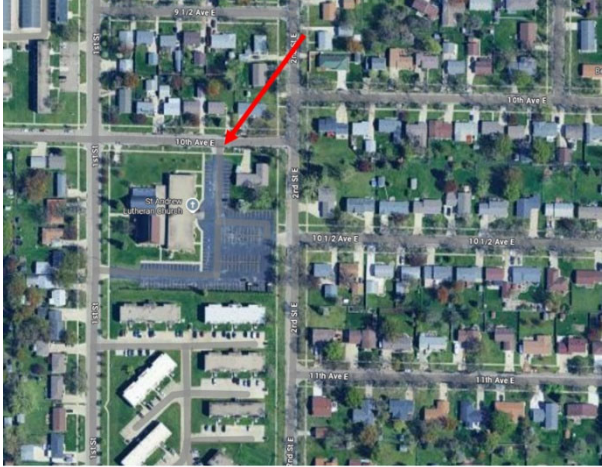
Hope Lutheran West Campus is going to be a beautiful asset to the community, where all are welcome. Once again West Fargo has many examples of when the benefits of a church or school have warranted the use of an access point on residential streets. If each time individual homeowners that were unwilling to share their streets for access to community assets were appeased, we would live in a very different city. If a few times each week these streets bring hearts to a place where they feel loved and cared for I would hope that would be something each homeowner could accept.

Please sincerely consider our petition to both build West Campus on the presented plot of land and allow an access point via 6th Street.

In appreciation,
Nicki Johnson
Hope Lutheran Church Board of Directors



PRAIRIE HEIGHTS



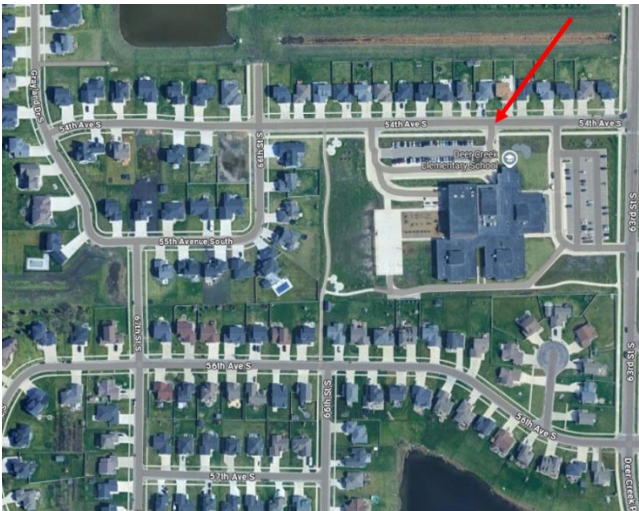
ST. ANDREW



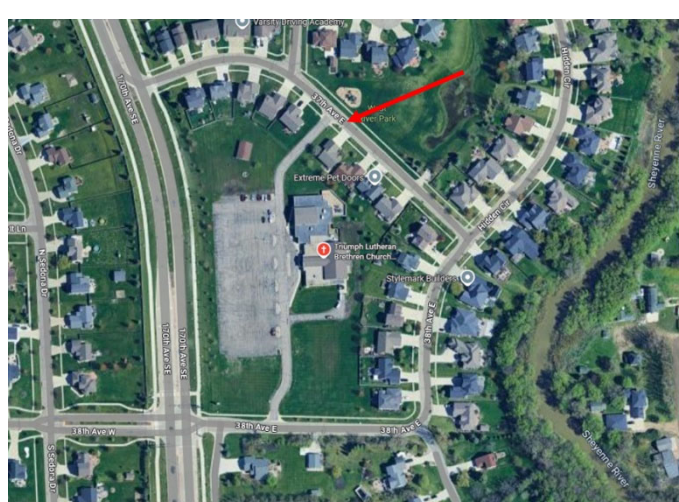
HULBERT AQUATIC CENTER



RED RIVER CHURCH



DEER CREEK



TRIUMPH LUTHERAN

From: [Bernie Dardis](#)
To: [Aaron M. Nelson](#)
Subject: Fw: Community Zoning Concerns: Hope Church, Wilds Addition
Date: Friday, August 1, 2025 12:06:08 PM
Attachments: [cowflogo_848ea007-1529-4dde-9467-c33717f5384c.png](#)

Bernie Dardis
Mayor, City of West Fargo



Office: 701-515-5054 | Mobile: 701-715-8343
Bernie.Dardis@westfargond.gov
2515 6th Street E, West Fargo, ND 58078
Visit us online: westfargond.gov

From: Zach Hanson [REDACTED]
Sent: Friday, August 1, 2025 11:47 AM
To: Brad Olson <Brad.Olson@westfargond.gov>; Roben Anderson <Roben.Anderson@westfargond.gov>; Rory Jorgensen <rory.jorgensen@westfargond.gov>; Amy Zundel <amy.zundel@westfargond.gov>
Cc: Bernie Dardis <Bernie.Dardis@westfargond.gov>
Subject: Community Zoning Concerns: Hope Church, Wilds Addition

Dear Commissioners,

As a resident of the Wilds Addition, I'm writing to share my concerns regarding the proposed zoning and placement of Hope Church within our neighborhood. While I support thoughtful development and understand the role a church can play in the community, I believe this particular location poses several infrastructure and traffic-related challenges—especially for 47th Avenue and 6th Street.

My primary concerns include:

- **Traffic Funnel onto 47th Avenue:** The planned exit onto 6th Street would push a large volume of traffic directly onto 47th Avenue. This road is narrow, residential, and not equipped to serve as a major access route for a facility of this scale.
- **Residential Road Design Limitations:** Both 6th Street and 47th Avenue are designed for neighborhood use, not high-volume traffic. Increased use could lead to congestion, noise, and safety hazards for pedestrians, cyclists, and children.
- **Event Traffic and Peak Usage:** Church services and events will likely draw high numbers of vehicles at concentrated times. This could create traffic backups and limit safe access for residents entering or exiting their homes, particularly along 47th.
- **Better Alternatives Exist:** A location with access to a main arterial road like 52nd Avenue would offer a safer, more appropriate option for traffic management while still allowing the church to serve the community effectively.

This proposal places a very large facility into a part of the neighborhood that simply wasn't designed for it. I respectfully ask the Commission to reconsider the current plan and seek a solution that better aligns with the capacity and layout of the existing streets.

Thank you for taking the time to review this input.

Zach Hanson
504 47th Ave W.
West Fargo, ND 58078
[REDACTED]

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: [Bernie Dardis](#)
To: [Aaron M. Nelson](#)
Subject: Fw: Request of Reviewal: Zoning Proposal A24-32 Hope Lutheran Addition
Date: Friday, August 1, 2025 12:08:10 PM
Attachments: [cowflogo_848ea007-1529-4dde-9467-c33717f5384c.png](#)

Bernie Dardis
Mayor, City of West Fargo



Office: 701-515-5054 | Mobile: 701-715-8343
Bernie.Dardis@westfargond.gov
2515 6th Street E, West Fargo, ND 58078
Visit us online: westfargond.gov

From: christopher teeman [REDACTED]
Sent: Friday, August 1, 2025 11:46 AM
To: Brad Olson <Brad.Olson@westfargond.gov>; Bernie Dardis <Bernie.Dardis@westfargond.gov>; Roben Anderson <Roben.Anderson@westfargond.gov>; Amy Zundel <amy.zundel@westfargond.gov>; Rory Jorgensen <rory.jorgensen@westfargond.gov>
Subject: Re: Request of Reviewal: Zoning Proposal A24-32 Hope Lutheran Addition

Good morning,

I wanted to send a follow up email to you all based on our conversations pertaining to the rezoning.

I implore you not to vote yes on the rezoning just because it is a religious institution. It should be treated like any other entity that would make this request. I believe that the negative impact should be sufficient to not allow the rezoning to occur in this specific location. It specifically conflicts with the West Fargo 2.0 plan as it drastically changes the character of the neighborhood from a quiet residential to a now very busy and noisy neighborhood with lots of additional traffic and safety concerns within our small residential community.

I plan to speak at the upcoming meeting and request a pause on the vote, specifically I will request to receive clear data regarding traffic in the area. The city planners did not provide any data in their answer to our concerns, but only their opinion and feelings on the matter. Their opinion should come with facts and data to support and the most recent traffic study in this area is around five years old prior to many of the homes to the west of 9th street being built.

In conclusion, I hope that we can find an amicable solution for both our neighborhood and the church going forward. I believe this location is not appropriate based on the facts I've brought forward in my previous email and this one.

Thank you for your time and consideration on this.

Chris Teeman

On Fri, Jul 25, 2025 at 12:45 PM christopher teeman <[REDACTED]> wrote:
Hello,

I am reaching out today to voice my concerns regarding the rezoning proposal to allow Hope Lutheran Church to be built in the Wilds development. My wife and I have multiple concerns and are strongly against Hope Lutheran Church being built at the current proposed location. We live at 4767 6th St W, West Fargo and are directly affected by this proposal. We have laid out our concerns on why we feel the rezoning should not take place.

1. One of my largest concerns is the **safety risk** of a large influx in traffic.
 - Hope Lutheran has stated that the biggest increase in traffic will only be Wednesday and Sunday, but we believe based on the information received at the community meeting put on by church and being a church-goer, there will be traffic every single day of the week. We understand that other days may not be as large as Wednesday and Sunday, but there are many events held throughout the week. In addition, Hope Lutheran has stated that they work with many nonprofits in the area and allow them to use their facility. The church has stated that they intend to design the church in such a way that would have many multi-purpose rooms that will be used both for their religious education courses as well as used by many nonprofits in the area. This will have a **significant impact** on the traffic in the area every day of the week.
2. With the substantial **increase in traffic**, that will put additional wear and tear on the roads.
 - The roads appear to have been made of the lowest required quality and meant for minimal traffic. We are currently scheduled to pay a special assessment to have our roads resurfaced. The additional traffic from the church will cause this to occur more often, costing our neighborhood more and more money for the maintenance of the road or we will be continuing to drive on substandard maintained road for a low traffic neighborhood.
3. The **6th street access** directly into their parking lot has been stated as **not** a requirement for access and based on the current proposed design would be the most efficient route for traffic. This was confirmed by the city engineer, at the July 21st city commission meeting. The city engineer stated that it would be a benefit for emergency vehicles even though it is not required. The statement made by the city engineer implies that the quickest and most efficient route for traffic to the church will be going through 6th Street and thus solidifying our concerns in bullet two with the increase in traffic, safety and the roads are not designed for this much traffic.
4. Before purchasing our home in 2022, my wife and I heavily researched the future plan for the field/empty lots around us. We were concerned that we would be a corner lot as neither of us wanted to have a corner lot. During our research, it showed that the future development plan would be for more single family homes extending to the south of us and not a large commercial building and parking lot that is now being proposed with an easement to the south for a potential road to allow for future development and making us a corner lot.
5. The **development plan** for the Wilds has always been to be completely residential. The addition of a church which is more of a commercial building does not fit with the long term plan as laid out by the Wilds comprehensive plan.
 - I feel that the addition of the church goes against the "Growth Area Plan" as listed on the West Fargo city website, as one of the plan priorities is to protect existing neighborhoods from traffic impacts.
 - The West Fargo 2.0 plan does not support a church within neighborhoods as the plan talks about multi-use buildings not a single-use large commercial building to be built

within them.

- A church is not something that is for the benefit of the neighborhood in which it is located. It is only for the benefit of its parish.
 - The plan also talks about trying to maintain diversity and inclusiveness. A single denomination church does not create diversity or inclusion, having a church pushes the neighborhood into a less diverse community.
6. I would like to see data or a study regarding the additional stormwater and drainage with a large parking lot going into our neighborhood. Are the retention ponds sufficient to handle the excess that is created by a large parking lot rather than residential homes?
 7. How will this affect our property taxes? From the research I have completed, this would typically increase our property taxes which is not to the benefit of the neighborhood.

My wife and I believe that all of these points listed above show a strong case against the church being approved to build at this location. A church does not supply any tangible benefit to the community and only draws in more traffic and people which causes unnecessary problems for the people that live within the neighborhood. We do understand that it might be a benefit to a small portion of individuals in the neighborhood as they attend the church, but as outlined above that creates a non-inclusive neighborhood. We don't feel that adding a church preserves the community's character or enhances the quality of life of the residents.

We hope you take these concerns under consideration for the next city commission meeting regarding the Hope Lutheran Addition to the Wilds neighborhood. Thank you.

Sincere Regards,
Chris and Shannon Teeman

Petition for the Rejection of Zoning Proposal: Hope Lutheran

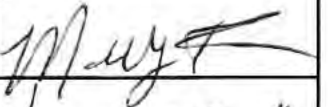
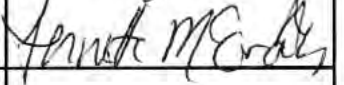
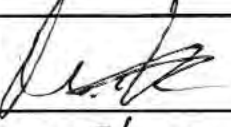
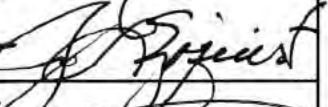
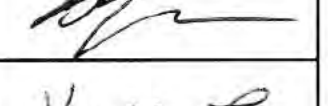
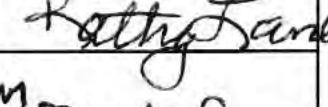
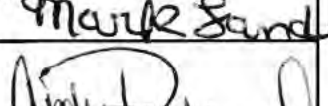
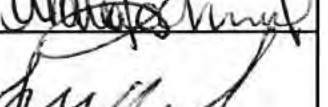
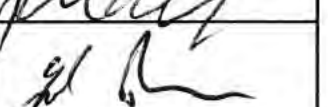
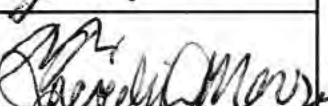
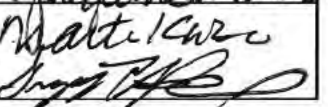
We are requesting the city commission to reject the proposed zoning change and development of the Hope Lutheran church at the location adjacent to 9th St W east to 6th St W. Instead, we are advocating the location be amended to a major road to allow sufficient traffic flow in and out of the parking lot(s). Suggested options are within the Wilds adjacent to 52nd Ave, a location West of the Diversion or other location where direct access to the major thoroughfare is the primary source of traffic flow.

By signing this petition, you are standing with us to support the safety of our local streets, maintaining the peaceful setting of the development and helping to ensure the future homes of the neighborhood are consistent with the city plan for the area.

Some key reasons we are against this proposed location:

- The only access to the church are through ^{NAE 20W} city roads. The parking lot is set for around 400 cars. To be consistent with all other churches in the area, this should be set to enter and exit from a main road and not a two lane residential street
- There is a planned exit directly into 6th St W from the parking lot
- Placing the church into a neighborhood contradicts the promise gave by the city to the citizens for the planned streets as well as single family homes to be the only construction in the area
- The increased traffic will be a safety risk to the neighborhood as traffic is currently local only (the school is a neighborhood school so is almost exclusively local children)
- The increased traffic will cause increased wear and tear on the infrastructure resulting in repairs and additional specials
- The current plan is contrary to the West Fargo Comprehensive Plan 2.0. This document provided a framework for the diversity of neighborhoods. Specifically, the plan called for family homes within the Wilds and possible mixed use commercial buildings along 52nd Ave, where the church would be a great addition

Printed Name	Address	Email address	Signature
David Perkins	1039 Mulberry Lane	[REDACTED]	David Perkins
Tasha Hanson	1015 Mulberry Ln	[REDACTED]	Tasha Hanson
Tessa Collins	983 Mulberry Ln.	[REDACTED]	
Shaina Eagleson	2720 54th St. West West Fargo, ND 58078	[REDACTED]	Shaina Eagleson
Jodi Senley	4702 Lilac Dr		
Abby Tang	4138 Lilac Dr	[REDACTED]	Abby Tang
Cathy Williams	4746 Lilac Dr	[REDACTED]	Cathy Williams
Lance Towner	4754 Lilac	[REDACTED]	Lance Towner
Alyssa Shirek	408 47th Ave W	[REDACTED]	Alyssa Shirek
Steve Beck	424 47th Ave W	[REDACTED]	Steve Beck
Pam Schilke	564 47th Ave W	[REDACTED]	Pam Schilke
Jon Cole	840 47th Ave W	[REDACTED]	Jon Cole
Steven Cole	855 47th Ave W	[REDACTED]	Steven Cole
Nancy Bangsund	839 47th Ave W	[REDACTED]	Nancy Bangsund
Tessa Terras	831 47th Ave W	[REDACTED]	Tessa Terras
Shawn Hewitt	711 47th AVE. W.	[REDACTED]	Shawn Hewitt

Printed Name	Address	Email address	Signature
Chris Cunningham	935 50th Ave W West Fargo, ND		
Nell Cunningham	935 50th Ave W, West Fargo		
Molly Fern	1221 S. Beach Way, West Fargo		
Annette McGrath	705 48th Ave W West Fargo ND		
Nancy Cardon	4758 6th St W West Fargo		
Michael Kuebler	4719 6th St W West Fargo, ND		
EST Sequist	4750 6th St W		
Ryan Downs	4742 6th St W WEST FARGO, ND		
Brad Jorde	904 Mulberry Ln W Fargo		
Kathy Lande	720 48th Ave W W. W Fargo		
MARK LANDE	720 48TH AVE W WEST FARGO		
Andrea Rockswold	4703 - 6th St. W West Fargo, ND 58078		
Jessica Ridout	4702 6th St W West Fargo ND 58078		
Zach Ridout	4702 6th St W West Fargo, ND		
Joel & Jacque Morris	4735 6th St. W		
Bregamarti Kaiser	729 48th Ave W		

home

home

home



**SUBDIVISION IMPROVEMENT AGREEMENT
(IMPROVEMENT DISTRICT AGREEMENT)**

THIS SUBDIVISION IMPROVEMENT AGREEMENT (IMPROVEMENT DISTRICT AGREEMENT) (the “Agreement”), is entered into this ____ day of _____, 2025, by and among the City of West Fargo, North Dakota (the “City”), 52nd Ave Partners LLC (“Owner”), and Hope Lutheran Church (the “Developer”). The City and Developer are, collectively, the “Parties.”

WHEREAS, as of the date hereof, the Owner is the current legal and equitable owner of the parcel of land to be platted as Lot 1, Block 1 of the proposed plat of the Hope Lutheran Addition to the City of West Fargo, Cass County, North Dakota (the “Property”), and promptly following approval of the plat of Hope Lutheran Addition by the City, Owner intends to convey the Property to Developer in accordance with and subject to the terms of a separate written agreement between Owner and Developer; and

WHEREAS, the City is considering for approval the plat of the Hope Lutheran Addition; and

WHEREAS, the Developer and the City desire to set out in writing certain conditions of plat approval and responsibilities of the Parties to this Agreement; and

WHEREAS, the Developer desires for the City to construct a southbound to eastbound dedicated turn lane at the north leg of the intersection of Mulberry Lane and 9th Street West to facilitate traffic to the Property, which will be special assessed.

NOW THEREFORE, pursuant to the terms and conditions of this Agreement, the Parties agree as follows:

I. PARTIES

1. The City, a North Dakota Home Rule Charter City, is vested with the authority to control access to its streets and municipal infrastructure. The City has authority to approve or disapprove of all subdivision plats within its territorial jurisdiction. The City has the express authority to withhold building permit approval for any structure on the Property for a failure by the Developer to comply with the terms and conditions of this Agreement.

2. Hope Lutheran Church is a legally recognized North Dakota nonprofit corporation, with the authority to own and develop land. Promptly following approval of the plat of Hope Lutheran Addition by the City, Developer will acquire, and become the legal and equitable owner of, the Property in accordance with and subject to the terms of a separate written agreement between Owner and Developer (which is not being modified by this Agreement). The individual signing this Agreement is expressly authorized to execute this Agreement on behalf of the Developer.

II. JURISDICTION

1. The Developer agrees to submit to the authority of the City of West Fargo. The Developer agrees and acknowledges that it and its successors and assigns, as applicable, must receive approval from the City of West Fargo for any proposed other or further platting and zoning and for building permits and any other permits required by the City with respect to the Property.

2. The Developer agrees and acknowledges that it must comply with all federal, state, and City statutes, ordinances, rules, and regulations regarding the development of the Property.

3. The Developer is the “responsible party” for compliance with all federal and state environmental statutes, rules, and regulations, including storm water runoff regulations.

4. This Agreement only covers the plat of the Hope Lutheran Addition. The Developer acknowledges that if it wishes to plat the Property differently, or if the Developer wishes to replat the Property, then it shall enter into another subdivision improvement agreement with the City in conjunction therewith if required by the City and in all events prior to commencing construction of any so-affected areas.

5. The Developer has submitted a final plat of the Hope Lutheran Addition, which will be considered by the City Commission on _____, 2025. The Developer agrees to comply with all provisions of City zoning and subdivision ordinances.

III. IMPROVEMENTS

1. Public Improvements and Security

A. The Developer will petition the City to create an improvement district (the “Improvement District”) for a southbound to eastbound dedicated turn lane at the north leg of the intersection of Mulberry Lane and 9th Street West (the “Public Improvements”). The City will create the Improvement District and will contract for the Public

Improvements to be constructed upon said property. The City will assess the cost of the Public Improvements against the benefited properties in the Improvement District. The Property will constitute at least a majority, if not all, of the benefited property in the Improvement District. The Public Improvements must be constructed prior to the City granting a certificate of occupancy to the Developer for the Property.

B. To provide the City security for the construction of the Public Improvements, the Developer must execute a promissory note in a form satisfactory to the City Attorney in a total amount equal to fifty percent (50%) of the engineer's estimated costs of the Public Improvements to be assessed against the Property relating to the improvements associated with the Improvement District. The City may only draw upon the promissory note upon the conditions set forth in this Agreement. There shall be no interest due on the promissory note, except if payment is not made when demanded as provided in the promissory note and for post-judgment interest, if any. The City will not enter a contract for the Public Improvements until this Agreement has been fully executed and the above-described promissory note has been executed and delivery to the City.

C. The Developer agrees that, pursuant to this Agreement, the special assessments on lots of the Property that have not been Developed must be kept from being In Default. For purposes of this Agreement, In Default means that all special assessments on any lot of the Property may not become three (3) years' delinquent. A special assessment becomes one (1) year delinquent if it is not paid by March 2 of the next year after the special assessment is levied in the fall. The entire three (3) years of unpaid special assessments are deemed In Default when any lot becomes three (3) years' delinquent.

D. It is agreed between the Parties that if special assessments on lots of the Property that have not been Developed are not paid as set out in the preceding paragraph, the City Auditor of the City of West Fargo shall give written notice to the Developer of the lots of the Property for which special assessments are In Default as of March 1 of the appropriate year. The City Auditor shall notify the Developer that if the entire amount of special assessments In Default are not paid by March 16 of that year, or within fourteen (14) calendar days of the mailing of the notice, whichever is later, that the City Auditor will direct the City Attorney to commence litigation to collect on the promissory note of the Developer for the full amount In Default. The Developer has the option of not paying special assessments on lots that the Developer does not own but instead making a payment directly to the City Auditor for the amount In Default on those lots, with payment being placed in the appropriate Bond Fund, as defined herein.

E. Alternatively, even if the special assessments are not In Default, if the City Auditor determines that the bond sinking fund of the bond issue out of which the Public Improvements for the Improvement District were financed (the "Bond Fund") has insufficient funds to make the next principal and interest payment coming due on those bonds, the Developer agrees, within fourteen (14) calendar days of the written request of the City Auditor, to make payments on delinquent special assessments covered by this Agreement in an amount equal to the deficiency determined by the City Auditor so the City is in a position to provide the full payment of principal and interest on the next bond payment date; provided, however, the maximum amount the Developer has to pay will be capped by the total amount of delinquent special assessments on lots of the Property. The

Developer has the option of not paying special assessments on lots that the Developer does not own, but instead making a payment directly to the City Auditor for the amount delinquent on those lots, which will be placed in the Bond Fund. If the Developer does not make the required payment within the fourteen (14) day period, the City Auditor will direct the City Attorney to commence litigation to collect on the promissory note of the Developer for the full amount of such deficiency, up to the maximum amount of delinquent special assessments on lots of the Property.

F. If the City has to commence litigation to collect on the promissory note and is successful, the Developer agrees to pay the City its costs of litigation, including any and all attorney's fees. Upon receipt of funds from the promissory note after litigation is commenced (whether by judgment or settlement), the City shall first reimburse itself for all costs of litigation, including attorney's fees, then place the remaining funds into the Bond Fund. The City will not apply those sums to pay special assessments on any property covered by this Agreement, but those sums will be used to pay principal and interest payments on outstanding bonds which were used to finance the Public Improvements in the Improvement District. The City will reduce the promissory note given by the Developer by an amount equal to the amount recovered in a court action or paid directly by the Developer to the City and placed into the Bond Fund without paying special assessments.

G. If the Developer ever makes a payment directly to the City Auditor under this Agreement, or if the City ever collects money after commencing litigation and places those funds into the Bond Fund, or if the City gets back property for delinquent special

assessments for property which the Developer has paid the City money under this Agreement, the City will then create an escrow account. Into the escrow account will be placed assessment payments or lot sale proceeds received by the City that replicate payments already received by the City from the above sentence. For example, assume the Developer, after notice, makes a payment directly to the City to cover delinquent assessments on lots not owned by the Developer. Later, assume the City receives payments from Cass County for special assessment payments covering the same special assessments as involved in the Developer's payments to the City. With that, the City will in effect have been paid twice for those same assessment years, so the City will place that money into an escrow account. Likewise, if the City collects money from the promissory note after litigation has commenced and places that money directly into the Bond Fund, and then later payments from Cass County for special assessment payments covering the same special assessments that were part of the litigation, the City will place that money into an escrow account. Finally, assume a lot covered by this Agreement goes delinquent and the Developer has made payments to the City either directly or as a result of litigation, and the lots then are not sold at a tax sale but become owned by the City, who subsequently sells the lot. The City will place those sale proceeds into an escrow account.

H. The City may first use the funds in the escrow account to reimburse itself for the cost of selling the lots or litigation costs incurred under this Agreement not otherwise recovered. The City next may transfer such funds in the escrow account to the Bond Fund if there is a deficiency in the Bond Fund.

I. If the escrow account is formed prior to fifty percent (50%) of the lots being Developed, the City will maintain the escrow account, other than for payments allowed as set out above, until fifty percent (50%) of the lots are Developed. If at that time, there is no deficiency in the Bond Fund and the Developer is no longer in violation of the terms of this Agreement, the City will, to the extent funds allow, reimburse the Developer for payments made directly into the Bond Fund as a result of this Agreement and the promissory note with no interest. Any payments to the Developer under this section will automatically increase the principal amount of the promissory note outstanding. If there are more funds in the escrow account after fully reimbursing the Developer, those funds will be transferred to the Bond Fund. If the escrow account is formed after fifty percent (50%) of the lots are Developed, or if the Developer was not repaid its entire amount advanced when the property became fifty percent (50%) Developed, the same procedures will be followed, with the release date to the Developer being seventy-five percent (75%) of the lots are Developed.

J. The Developer agrees that the promissory note issued pursuant to this Agreement is to be used to secure payment of special assessments covered by this Agreement which are delinquent or In Default as provided on all lots of the Property. The Developer's obligation to pay special assessments on lots is only extinguished when that lot is Developed, or when all special assessments for that lot, certified or uncertified, for the Improvement District are paid. For purposes of this Agreement, the term Developed means a structure for which a building permit has been granted by the City has been

constructed on the lot. The sale, tax sale, transfer, or other disposition of any lot covered by this Agreement shall have no effect on the obligation of the promissory note.

K. The City Auditor is authorized to reduce the principal amount of the promissory note issued hereunder upon fifty percent (50%) of the lots being Developed. At that time, assuming there is not a deficiency in the Bond Fund, the principal amount of the promissory note will be reduced by fifty percent (50%). After seventy-five percent (75%) of the lots are Developed, and assuming there is no deficiency in the Bond Fund, the City Auditor is authorized to release the promissory note.

L. In the event any portion or portions of the Public Improvements are constructed on private property, the Developer shall deliver to the City a recordable easement giving the City perpetual access to that portion constructed on the Property.

M. The Developer shall pay all costs relating to said construction including but not limited to construction costs, hook-up charges, permit fees, sales tax, and any other fees associated with construction of the Public Improvements.

N. The Developer has dedicated a thirty (30) foot trail easement overlapping a thirty (30) foot storm sewer, sanitary sewer, and water easement (the "Easement Area") on the Property. The Developer is not requesting the installation of a trail or public utilities within the Easement Area at this time.

2. Water Supply and Wastewater Management

A. Water services to the Property will be supplied by the City, and the Developer will be responsible for remitting the appropriate hook-up fees for the Property to the City.

B. Sewer services for the Property will also be supplied by the City, and the Developer agrees and acknowledges that it must remit hook-up fees for the Property associated with the use of the West Fargo main sewer lift station south of I-94. The hook-up fee shall be \$ 33,222 and will be added to the costs in the Improvement District.

C. Water and sewer mains and services within the Property are to be privately installed and maintained by the Developer. The private infrastructure will be able to connect to public water and sewer utility services located within adjacent public right-of-way.

D. The Developer shall pay the costs relating to installation and maintenance of the private utilities, including but not limited to construction costs, repairs, reconstruction, permit fees, taxes, and any other fees associated with construction and maintenance of the private utilities.

3. Stormwater Management. The Developer agrees to comply with the City's storm water retention regulations and is responsible for developing a drainage plan which must be designed in accordance with City standards and approved by the City Engineer. The Property benefits from existing regional retention in the area, which can accommodate a stormwater release rate of up to four (4) cubic feet per second (cfs). On-site stormwater retention will be required by the Developer to ensure stormwater release rates do not exceed four (4) cubic feet per second.

4. Wetland Mitigation. The Developer submitted a wetland delineation report, noting no wetlands on the Property. Accordingly, no mitigation of wetlands is required on the Property.

5. Landscaping. The Developer agrees to landscape the Property in accordance with all applicable City ordinances. Additionally, the Developer agrees and acknowledges that it is

responsible for maintaining the boulevard areas from the property line to the street in accordance with Chapter 3-03 of the Municipal Ordinances.

6. Public Site Dedication. The Developer will make a fee in lieu of land dedication payment in accordance with a separate public dedication agreement with the City.

IV. GENERAL MATTERS

1. The Developer is responsible for filing any restrictive covenants for the development.

2. The Developer is responsible for all costs incurred by the Developer to prepare the Property for development including:

- A. Wetland delineation and mitigation costs;
- B. Registration fees;
- C. Public dedication costs; and
- D. Any other costs.

3. This Agreement is to run with the land and shall be binding upon the Developer and its successors and assigns; and all parties claiming by, through or under it shall be taken to hold, agree, and covenant with the Developer, and its successors and assigns, to conform to and observe the terms and conditions of this Agreement and agree and consent to the construction of the Public Improvements to service the Property.

4. In addition to releasing and holding the City and its officers and employees harmless from any and all claims, liability, loss, costs, damages, expenses, actions, or judgments arising out of or related to the construction and installation of Public Improvements, the Developer agrees to indemnify and defend the City and its officers and employees from any and all claims, liability, loss, costs, damages, expenses, actions, or judgments brought against the City relating to or arising out of the Developer's or its employees' or agents' construction and installation of

improvements to the Property. Said indemnification shall include, *inter alia*, attorney's fees, damages, whether punitive, economic, or compensatory, and costs and disbursements. This paragraph, however, shall not apply to suits against the City arising out of its negligence or intentional acts, or those of its employees, agents, or designees. The Developer specifically agrees and acknowledges that this indemnification provision shall survive until six (6) years after the issuance of the certificate of occupancy for the Property.

5. Upon the occurrence of any non-performance of the Developer's obligations under this Agreement, which has not been cured within thirty (30) calendar days after notice to the Developer, the City may take any one or more of the following remedial steps: (a) terminate this Agreement; (b) suspend the City's performance under this Agreement until it receives assurances from the Developer satisfactory to the City that the Developer will cure such Event of Default and perform its obligations under this Agreement; or (c) take any other action deemed necessary or desirable by the City including any legal or administrative proceedings for the collection of any amounts due hereunder or the enforcement of any covenant, agreement, or obligation on the Developer including, *inter alia*, withholding approval of any plats or building permits for structures or buildings on the Property.

6. This Agreement terminates upon the Developer fulfilling all terms of the Agreement as deemed by the City and the City's issuance of a written "Completion Certificate," for the Property and Public Improvements.

7. This Agreement constitutes the entire agreement by and between the Parties, and any other prior representations or agreements are deemed merged herein, and those not specified herein do not represent any agreements or promises or covenants or representations on the part of

either Party hereto. Nothing contained in this Agreement shall affect, amend or modify the separate written agreement(s) between Owner and Developer to which the City is not a party.

8. No amendment, modification, or waiver of any condition, provision or term shall be valid or of any effect unless made in writing signed by the Party or Parties to be bound, or a duly authorized representative, and specifying with particularity the extent and nature of such amendment, modification, or waiver. Any waiver by any Party of any default of another Party shall not affect or impair any right arising from any subsequent default. Except as expressly and specifically stated otherwise, nothing herein shall limit the remedies and rights of the Parties under and pursuant to this Agreement.

9. Whenever the singular number is used herein, the same shall include the plural where appropriate, and the words of any gender shall include any other genders where appropriate.

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

11. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective personal representatives, successors, and assigns.

12. This Agreement shall be recorded solely against the Property, after recording of the plat of the Hope Lutheran Addition.

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

14. This Agreement may be executed in counterparts with both the City and the Developer having a fully-executed counterpart.

(Remainder of page intentionally left blank.)

CITY OF WEST FARGO

Bernie L. Dardis, President of the Board of City
Commissioners

ATTEST:

Dustin T. Scott, City Auditor

STATE OF NORTH DAKOTA)
)
COUNTY OF CASS)

On this ____ day of _____, 20____, before me, the undersigned, a Notary Public in and for said county and state, personally appeared Bernie L. Dardis and Dustin T. Scott, the President of the Board of City Commissioners and City Auditor of the City of West Fargo, North Dakota, respectively, known to me to be the persons who are described in and who executed the above and foregoing document and acknowledged to me that they executed the same.

[SEAL]

Notary Public

By: _____
Its: _____

On this ____ day of _____, 20____, before me, the undersigned, a Notary Public in and for said county and state, personally appeared _____, known to me to be the person who is described in and who executed the above and foregoing document and acknowledged to me that they executed the same on behalf of the 52nd Ave Partners LLC, a Delaware limited liability company.

Notary Public

HOPE LUTHERAN CHURCH

By: _____
Its: _____

STATE OF NORTH DAKOTA)
)
COUNTY OF CASS)

On this ____ day of _____, 2025, before me, the undersigned, a Notary Public in and for said county and state, personally appeared _____, known to me to be the person who is described in and who executed the above and foregoing document and acknowledged to me that they executed the same on behalf of HOPE LUTHERAN CHURCH, a North Dakota nonprofit corporation.

[SEAL]

Notary Public

AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2025, by and among 52nd Ave Partners LLC, a Delaware limited liability company (“Owner”), Hope Lutheran Church, a North Dakota nonprofit corporation (the “Developer”) and the City of West Fargo, a North Dakota Municipal corporation (the “City”).

WHEREAS, Developer desires to plat and develop a piece of property in the City of West Fargo to be known as Hope Lutheran Addition (the “Property”); and

WHEREAS, the Property is, as of the date hereof, owned by Owner, but promptly following approval of the subdivision plat of Hope Lutheran Addition by the City, Owner intends to convey the Property to Developer in accordance with and subject to the terms of a separate written agreement between Owner and Developer;

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

WHEREAS, the parties agree that such cash payment in lieu of dedication shall be made as herein provided.

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

1. The Developer hereby agrees that it will pay a total sum of \$79,072.05 in lieu of public dedication, which entire sum shall be paid prior to and as a condition precedent to the City recording the subdivision plat of Hope Lutheran Addition.

2. The City agrees that it will review the plat of Hope Lutheran Addition, and

following regular procedures will approve a plat of Hope Lutheran Addition with payment in lieu of public land dedication in the amount set forth in paragraph 1 of this Agreement. Nothing in this Agreement shall be construed as exempting the plat of Hope Lutheran Addition from complying with the City of West Fargo's subdivision ordinances as amended from time to time.

3. The City agrees that it will use the cash payment in lieu of public dedication for the purpose of providing public uses and facilities which will benefit the general neighborhood of Hope Lutheran Addition under the provisions of the subdivision regulations found under Title IV of the ordinances of the City of West Fargo, North Dakota.

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

5. Any and all claims that arise or may arise against Developer, its agents, servants, or employees while engaged in the use of the Property, shall in no way be the obligation of the City of West Fargo. Furthermore, Developer, its agents, servants, employees, or assigns shall save, indemnify, hold harmless, and defend the City, its officers and employees against any and all liability, loss, costs, damages, expenses,

claims, actions, or judgments, including attorney's fees, which the City, its officers or employees may hereafter sustain, arise out of, incur, or be required to pay, in any way connected with the use of the Property. However, this paragraph shall not apply to suits against the City arising out of its negligence or intentional acts, or those of its employees, agents or designees.

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

7. This Agreement shall not be recorded. Additionally, it shall be the affirmative duty of the Developer to provide a copy of this Agreement to any successor, heir or assign.

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

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

CITY OF WEST FARGO

BY: _____

Its: Mayor

BY: _____

Its: Auditor

STATE OF NORTH DAKOTA)

)

COUNTY OF CASS)

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

[SEAL]

Notary Public

OWNER:

52nd Ave Partners LLC, a Delaware limited liability company

By:

Its: _____

STATE OF _____)

COUNTY OF CASS _____)

On this ____ day of _____, 2025, before me, the undersigned, a Notary Public in and for said county and state, personally appeared _____, known to me to be the person who is described in and who executed the above and foregoing document and acknowledged to me that they executed the same on behalf of the 52nd Ave Partners LLC, a Delaware limited liability company.

[SEAL]

Notary Public

DEVELOPER

HOPE LUTHERAN CHURCH, a North Dakota nonprofit corporation

By:

Its: _____

STATE OF NORTH DAKOTA)
)
COUNTY OF CASS)

On this ____ day of _____, 2025, before me, the undersigned, a Notary Public in and for said county and state, personally appeared _____, known to me to be the person who is described in and who executed the above and foregoing document and acknowledged to me that they executed the same on behalf of HOPE LUTHERAN CHURCH, a North Dakota nonprofit corporation.

[SEAL]

Notary Public

ORDINANCE NO. 1260

AN ORDINANCE TO AMEND THE OFFICIAL ZONING MAP OF THE CITY OF WEST FARGO, NORTH DAKOTA, AS ADOPTED IN SECTION 4-301 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO.

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

SECTION 1. Amendment. The Official Zoning Map of the City of West Fargo, North Dakota, as adopted in Section 4-301 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended as follows:

The district as shown upon the following-described area shall be and the same is hereby rezoned from A (Agricultural District) to R-1A (Single Family Dwellings District):

Part of the South Half (S½) of Section 31, Township 139 North, Range 49 West, in the City of West Fargo, North Dakota (also known as proposed plat of Hope Lutheran Addition).

SECTION 2. Amendment of Zoning Map. The proper City Officials are hereby authorized to amend and change the City Zoning Map to correspond thereto.

SECTION 3. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

President of Board of City Commissioners
of the City of West Fargo, North Dakota

ATTEST:

City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:



To: West Fargo City Commission

From: Matthew Andvik, Public Works Department

Date: August 04, 2025

Subject: Project 9061 Public Works/Sanitation Expansion Phase 2

Action: Accept Bids and Award Contracts

Commission President

Bernie Dardis

Primary Portfolio:
Administration/Finance

Secondary Portfolio:
Police and Fire

Commission Vice President

Brad Olson

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Street, Water and Sewer

Commissioner

Roben Anderson

Primary Portfolio:
Planning, Zoning and Engineering

Secondary Portfolio:
Administration/Finance

Commissioner

Amy Zundel

Primary Portfolio:
Street, Water and Sewer

Secondary Portfolio:
Sanitation

Commissioner

Rory Jorgensen

Primary Portfolio:
Sanitation

Secondary Portfolio:
Community & Development Services

City Administrator

Dustin Scott

Summary and Recommendation:

Project 9061 - Public Works/Sanitation Expansion Phase 2 - includes an expansion and remodel of the existing Public Works building in order to accommodate the increased number of employees and to add a larger meeting space. The expansion and remodel of the Sanitation building is also included in Phase 2.

We were pleased to have received favorable numbers. The preliminary estimate for the construction costs of Phase 2 was \$11,960,510.

Bid results are as follows:

- **General Construction:** 10 bids received. Lowest bid submitted by **Valor Contracting** at **\$6,831,400**
- **Mechanical:** 4 bids received. Lowest bid submitted by **Peterson Sheet Metal** at **\$1,849,000**
- **Electrical:** 4 bids received. Lowest bid submitted by **Scott's Electric** at **\$670,118**

The combined total of the lowest bids across all three scopes is **\$9,350,518**, which is below our preliminary Phase 2 estimate of **\$11,960,510**.

We ask the Commission to approve the bids and award the contracts for the Public Works/Sanitation Expansion Phase 2 in a 3-Prime Format to:

- **General Construction:** Valor Contracting, \$6,831,400
- **Mechanical Construction:** Peterson Sheet Metal, \$1,849,000
- **Electrical Construction:** Scott's Electric, \$670,118

The total for General, Mechanical, and Electrical Construction is **\$9,350,118**. The contract awards are contingent upon DEQ approval.

Policy Analysis:

Phase 2 of the Public Works/Sanitation Expansion project includes the addition of 16,862 sq. ft. of new shop space and vehicle storage to the main Public Works building. The existing Public Works building will be remodeled to add additional crew space, offices, a large conference room, new HVAC, and front entry. The Sanitation building will have a 25,626 sq. ft. addition to add vehicle storage space and a 2,160 sq. ft. office and crew addition. The existing Sanitation building will be remodeled to add crew space, repair the existing roof, and install new garage doors. After the remodel is complete, the Sanitation building will host the Sanitation, Forestry, and Electrical departments.

Financial Analysis:

The project is anticipated to qualify for 95.15% funding through the North Dakota State Revolving Fund (NDSRF) loans. The loan application has been submitted, and we are waiting on approval. The current funding plan involves utilizing SRF loans for approximately \$10-\$12 million of the project cost. The remaining balance of \$4-\$6 million will be covered using a combination of CIST funds and Water Reserve funds. Annual SRF loan payments will be managed through revenue funds, primarily from the water fund, without necessitating changes to the proposed rate schedule that was approved in July. This approach reduces the reliance on CIST funds from \$8.5 million to a maximum of \$4 million and eliminates the need for future CIST fund allocations for loan repayment, preserving CIST funds for other infrastructure projects.

Total Cost of Phase 2

The total cost of Phase 2 includes construction costs (including owner-provided materials), a 5% contingency, A/E fees, miscellaneous costs such as testing and surveying, Legal/Admin, and FF&E. These additional items are estimated at **\$1,392,746**, bringing the **total estimated cost for Phase 2 to \$11,210,789**. The preliminary estimate for the total cost of Phase 2 was \$13,185,517.

Total Cost of Phase 1 & 2

The estimated cost of Phase 1 is \$3,104,708, and the estimated total cost of Phase 2 is \$11,210,789. The total estimated cost of construction is \$14,315,497.

Process/Timeline:

Once approved, construction would begin in the fall of 2025 and be complete in the spring of 2027.



ARCHITECTURE PLANNING

420 MAIN AVENUE, MOORHEAD, MINNESOTA 56560 PH: 218-233-4422 WWW.YHR.COM

Matthew Andvik
Senior Director of Public Works, City of West Fargo
810 12th Avenue NW, West Fargo, ND, 58078

Re: Recommendation for Award for the Addition and Remodel – of West Fargo Public Works – Phase 2

Dear Matt,

YHR Partners recommends awarding the Addition and Remodel, West Fargo Public Works, Phase 2, in a 3-Prime Format to Valor Contracting-General Contractor, Peterson Sheet Metal-Mechanical Contractor and Scott's Electric-Electrical Contractor. The following bids were recommended for approved:

Base Bid "G" General Construction: Valor Contracting, \$6,831,400
Base Bid "M" Mechanical Construction: Peterson Sheet Metal (PSM), \$1,849,000
Base Bid "E" Electrical Construction: Scott's Electric, \$670,118
Total G, M and E = \$9,350,518

If you have any questions, please contact this writer.

Sincerely,

A handwritten signature in black ink, reading 'Mark Lundberg'. The signature is fluid and cursive, with a long, sweeping tail that extends to the right.

Mark Lundberg, AIA

Principal

CC: WFPW, File

BID TABULATION SUMMARY
July 24, 2025
2:00 PM

GENERAL

Project No. 202504-1
Public Works Dept Facilities - Phase 2
West Fargo Public Works
West Fargo, ND

Bidder	Bond	Lic.	Addn	BASE BID "G" General Work Bldg M (Main) & Bldg S (Sanitation)	Breakout for All Materials & Work for Bldg S (Sanitation)	COMBINED BASE BID G,M,E FOR ALL WORK Bldg M (Main) & Bldg S (Sanitation)	Identify Mechanical Subcontractors	Identify Electrical Subcontractors	Breakout for All Materials & Work for Bldg S (Sanitation)	COMMENTS
BCI Construction Fargo, ND	X	X	X	\$7,811,069.00	\$3,819,000.00					
Border Construction Fargo, ND				NO BID	NO BID					
Diversified Contractors West Fargo, ND	X	X	X	\$8,378,800.00	\$3,924,000.00					
Gast Construction Co, Inc. Fargo, ND	X	X	X	\$7,350,000.00	\$3,544,000.00					
Meridian Commercial Construction Fargo, ND	X	X	X	\$8,420,000.00	\$3,800,000.00	\$11,755.00	Precision HVAC	Scott's Electric	\$4,617,300.10	
MinKo Construction Fargo, ND	X	X	X	\$8,108,000.00	\$3,926,000.00					
Olaf Anderson Construction Fargo, ND	X	X	X	\$6,990,000.00	\$3,410,000.00					
Roers Construction Fargo, ND	X	X	X	\$7,881,000.00	\$3,980,000.00					
TF Powers Construction Fargo, ND	X	X	X	\$8,110,000.00	\$3,700,000.00					
Valor Contracting West Fargo, ND	X	X	X	\$6,831,400.00	\$3,278,500.00					

Apparent Low

THIS BID IS UNDER ADVISEMENT AND NO BID HAS BEEN AWARDED YET.

MECHANICAL

BID TABULATION SUMMARY
 July 24, 2025
 2:00 PM

Project No. 202504-1
 Public Works Dept Facilities - Phase 2
 West Fargo Public Works
 West Fargo, ND

Bidder	Bond	Lic.	Addn.	BASE BID "M" Mechanical Work for Bldg M (Main) & Bldg S (Sanitation)	Breakout for All Materials & Work in Base Bid for Bldg S (Sanitation)	COMMENTS
Burnn Boiler & Mechanical Fargo, ND				NO BID		
Manning Mechanical Fargo, ND	X	X	X	\$2,354,000.00	\$715,000.00	
Northern Plains Mechanical Fargo, ND	X	X	X	\$2,533,000.00	\$769,700.00	
Peterson Mechanical Fargo	X	X	X	\$2,400,600.00	\$692,200.00	
Peterson Sheet Metal (PSM) Bemidji, MN	X	X	X	\$1,849,000.00	\$742,000.00	

Apparent Low

THIS BID IS UNDER ADVISEMENT AND NO BID HAS BEEN AWARDED YET.

BID TABULATION SUMMARY
 July 24, 2025
 2:00 PM

Project No. 202504-1
 Public Works Dept Facilities - Phase 2
 West Fargo Public Works
 West Fargo, ND

Bidder	Bond	Lic.	Addn.	BASE BID "E" Electrical Work for Bldg M (Main) & Bldg S (Sanitation)	Breakout for All Materials & Work in Base Bid for BldgS (Santation)	COMMENTS
JDP Electric Fargo, ND	X	X	X	\$746,850.00	\$384,300.00	
Northern Valley Electric Service Grand Forks, ND	X	X	X	\$334,550.00 (M)	\$345,340.00 (S)	\$679,890.00 TOTAL
Rieger Borgen Benson Electric (RBB) Grand Forks, ND	X	X	X	\$850,000.00	\$429,000.00	
Scott's Electric Wahpeton, ND	X	X	X	\$670,118.00	\$345,679.00	

Apparent Low

THIS BID IS UNDER ADVISEMENT AND NO BID HAS BEEN AWARDED YET.



ARCHITECTURE | PLANNING

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ADDITION AND REMODEL WEST FARGO PUBLIC WORKS FACILITIES - PHASE 2 CITY OF WEST FARGO WEST FARGO, NORTH DAKOTA

Project No. : 202504-1

ADDITION AND REMODEL
WEST FARGO PUBLIC WORKS
FACILITIES - PHASE 2
CITY OF WEST FARGO

WEST FARGO, NORTH DAKOTA
Project NO. 202504-1
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ABBREVIATIONS

@	AT	MAS	MASONRY
L	ANGLE	MAT	MATERIAL
A.B.	ANCHOR BOLT	MAX	MAXIMUM
AC	ACOUSTIC	M.B.	MOP BASIN / MARKER BOARD
AC	AIR CONDITIONING(S)	M.C.	METAL CHANNEL
AC.BD.	ACOUSTICAL CEILING BOARD	M.D.O.	MEDIUM DENSITY OVERLAD
ACT	ACOUSTICAL CEILING TILE	MECH	MECHANICAL
ACRY	ACRYLIC	MEMB	MEMBRANE
A.D.	ACCESS DOOR	MFR	MANUFACTURER
ADJ	ADJUSTABLE	MH	MANHOLE
A.F.F.	ABOVE FINISH FLOOR	MIL	MILLIMETER
ALT	ALTERNATE	MIN	MINIMUM
ALUM	ALUMINUM	MISC	MISCELLANEOUS
ANCH	ANCHOR	MK	MARK
ANDP	ANDKIDZ	MNT	MOUNTED
A.P.	ACCESS PANEL	M.O.	MASONRY OPENING
APPROX.	APPROXIMATE	MTL	METAL
ARCH	ARCHITECT / ARCHITECTURAL	MULL	MULLION
ATTEN	ATTENUATION	N	NORTH
BD	BOARD / BEAD	NAP	NAPKIN
BITUM	BITUMINOUS	N.C.	NOT IN CONTRACT
BLAT	BLANKET	NO / #	NUMBER
BLDG	BUILDING	NOM	NOMINAL
BLK	BLOCK	N.T.S.	NOT TO SCALE
BLKG	BLOCKING	O.A.	OVERALL LENGTH
BM	BEAM	OBSC	OBSCURE
B.M.	BENCH MARK	O.C.	ON CENTER
BOT	BOTTOM	O.D.	OUTSIDE DIAMETER
BRG	BEARING	O.F.	OUTSIDE FACE
BRKT	BRACKET	O.F.C.I.	OWNER FURNISHED, CONTRACTOR INSTALLED
BTM	BASEMENT	O.F.I.	OWNER FURNISHED, OWNER INSTALLED
BTW	BETWEEN	OH	OVERHEAD
BUR	BUILT-UP ROOFING	OPNG	OPENING
C	CHANNEL	OPP	OPPOSITE
CAB	CABINET	PART	PARTITION / PARTIAL
CPT	CARPET	P.C.	PRECAST CONCRETE
CSNG	CASING	P.C.B.	PAINTED GYP. BD.
C.B.	CHALKBOARD / CATCH BASIN	P.I.	POSITION INDICATOR
C.G.J.	CONSTRUCTION CONTROL JOINT	PL	PLATE / PLASTIC
CEM	CEMENT	PLAS	PLASTER
CER	CERAMIC	PLAM.	PLASTIC LAMINATE
CFM	CUBIC FEET PER MINUTE	PLYWD	PLYWOOD
C & G	CURB & GUTTER	POL	POLISHED
C.H.	COAT HOOK	POLY	POLYETHYLENE
C.J.	CONTROL JOINT	PORT	PORTLAND
CLG	CENTER LINE	PR	PREFINISHED
CLR	CLEAR	PROP	PROPERTY
CMU	CONCRETE MASONRY UNIT	P.S.F.	POUNDS PER SQUARE FOOT
CLO	CLEAN OUT	P.S.I.	POUNDS PER SQUARE INCH
COL	COLUMN	PT	PAINT
COMP	COMPOSITION	PTD	PAINTED
CONC	CONCRETE	QTR	QUARTER
CONN	CONNECT	QTZ	QUARTZ
CONST	CONSTRUCTION	R	RISER / RADUIS / RUBBER
CONT	CONTINUOUS	R.A.	RETURN AIR
CONTR	CONTRACTOR	R.B.	RUBBER BASE
CORR	CORRIDOR	R.D.	ROOT DRAIN
COSMT	CASING	REC	RECESSED
C.T.	CERAMIC TILE	RECPT	RECEPTACLE
CTR	COUNTER (CENTER)	REF	REFERENCE
CTSK	COUNTERSINK (SUNK)	REFR	REFRIGERATOR
CUST	CUSTOMER	REFL	REFLECTED
DBL	DOUBLE	REG	REGISTER
DET	DETAIL	REIN	REINFORCING
D.F.	DRINKING FOUNTAIN	REQ'D	REQUIRED
DH	DOUBLEHUNG	RET	RETURN
DIA	DIAMETER	REV	REVIEW
DM	DIMENSION	RFG	ROOFING
DIV 15	DIVISION 15 - MECHANICAL	R.H.	RIGHT HAND
DIV 16	DIVISION 16 - ELECTRICAL	R.I.	ROUGH IN
D.L.	DEAD LOAD	R.L.	RAIN LEADER
DN	DOWN	RM	ROOM
DO	DO (THE SAME)	RND	ROUND
DR	DOOR	R.O.	ROUGH OPENING
DRWG	DRAWING	R.S.	ROUGH SAWN
DS	DOWNSPUT	R & S	ROD & SHELF
D.T.	DOUBLE TEE / DRAIN TILE	RTG	RATING
DTL	DETAIL	S	SOUTH
DW	DISHWASHER	S.A.	SUPPLY AIR
DWG	DRAWING	SAN	SANITARY
DWEL	DOWEL	S.C.	SOLID CORE
E	EAST	SCHED	SCHEDULE
EA	EACH	S.D.	SEE DETAIL
E.J.	EXPANSION JOINT	SECT	SECTION
ELEC	ELECTRICAL	S.F.	SQUARE FEET
ELEV	ELEVATION / ELEVATOR	SG	SINGLE
EM	EMERGENCY	SHNG	SHEATHING
ENR	ENTRANCE	SHT	SHEET
EQ	EQUAL	SIM	SIMILAR
EQUIP	EQUIPMENT	S.N.D.	SANITARY NAPKIN DISPOSAL
E.T.T.	EPOXY TERRAZZO TILE	SPECS	SPECIFICATIONS
E.W.	EACH WAY	SQ	SQUARE
EXIST	EXISTING	S.S.	STAINLESS STEEL / SERVICE SINK
EXP	EXPANSION / EXPOSED	STD	STANDARD
EXT	EXTERIOR	STL	STEEL
F.D.	FLOOR DRAIN	STOR	STORAGE
FDN	FOUNDATION	STRUCT	STRUCTURAL
F.E.	FIRE EXTINGUISHER	SUPP	SUPPRESSED
F.F.	FINISH FLOOR	T	TILE / TREAD
F.H.	FLAT HEAD	T.B.	TIE BOARD
FN	FINISH	T.O.C.	TOP OF CURB
FIXT	FIXTURE	TEL	TELEPHONE
FLEX	FLEXIBLE	TEMP	TEMPERATURE
FLG	FLASHING / FLANGE	T & G	TONGUE & GROOVE
FLR	FLOOR	THLD	THRESHOLD
F.O.	FINISHED OPENING	THRU	THROUGH
F.P.	FIRE PROTECTION	T.O.B.	TOP OF BEAM
F.R.	FIRE RETARDANT	T.O.F.	TOP OF FOOTING
FRP	FIBER REINFORCED PANEL	T.O.F.R.	TOP OF FOOTING
F.S.	FLOOR SINK	T.O.J.	TOP OF JOIST
FT	FOOT / FEET	T.P.	TOILET PARTITION
FTG	FOOTING	T.P.H.	TOILET PAPER HOLDER
FUR	FURRING	TUB	TUBULAR
GA	GAUGE	TYP	TYPICAL
GALV	GALVANIZED	UG	UNDERGROUND
G.B.	GRAB BAR	UNEX	UNEXCAVATED
G.C.	GENERAL CONTRACTOR	UNFN	UNFINISHED
GCMU	GLAZED FACE CMU	UNFN	UNFINISHED
GLD	GLASS	UNFN	UNFINISHED
GLZ	GLAZED	UR	UNRAIL
GRD	GROUND	U.S.	UNPAINTED
GR	GRILLE	UNPT	UNPAINTED
GRB	GYPSUM WALL BOARD	VERIF	VERIFY / VOLT
GYP BD	GYPSUM BOARD	V.C.T.	VINYL COMPOSITION TILE
GYP	GYPSUM	VENER	VENER
H	HIGH	VERT	VERTICAL
H.C.	HOLLOW CORE	VOL	VOLUME
H.D.	HEAVY DUTY	V.S.E.	VINYL SHEET FLOORING
HRD	HARDBOARD	V.W.C.	VINYL WALL COVERING
HCPC	HANDICAP	W	WIDE / WEST
HDR	HEADER	W.	WITH
HWD	HARDWOOD	W.C.	WATER CLOSET
H.M.	HOLLOW METAL	WD	WOOD
HRZ	HORIZONTAL	WOW	WITHOUT
HR	HORSEPOWER	WOM	WOMEN
HUR	HOUR	W.P.	WATERPROOFING / WEATHERPROOFING
HT	HEIGHT	WSCOT	WAINSCOT
HTR	HEATER	W.W.F.	WEALED WIRE FABRIC
HVAC	HEATING, VENTILATING, & AIR CONDITIONING	Y	YARD
I.D.	INSIDE DIAMETER		
I.J.	INSULATION JOINT		
INSUL	INSULATION / INSULATED / INSULATING		
INT	INTERIOR / INTERNAL		
JST	JOIST		
JT	JOINT		
K.D.	KNOCKDOWN		
LAM	LAMINATE / LAMINATED		
LAV	LAVATORY		
LB / #	POUND		
L.H.	LEFT HAND		
LOC	LOCATION		
LONGIT	LONGITUDINAL		
LT	LIGHT		

CONCEPTUAL RENDERING



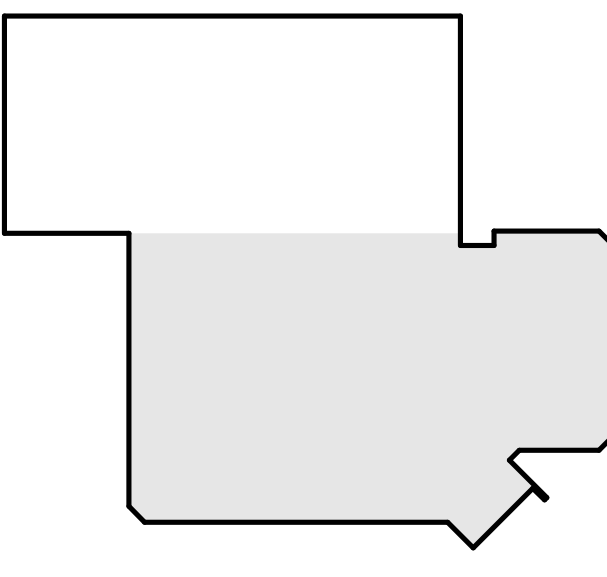
MAIN
FACILITIES
810 12TH AVE NW, WEST
FARGO, ND 58078

SANITATION
FACILITIES

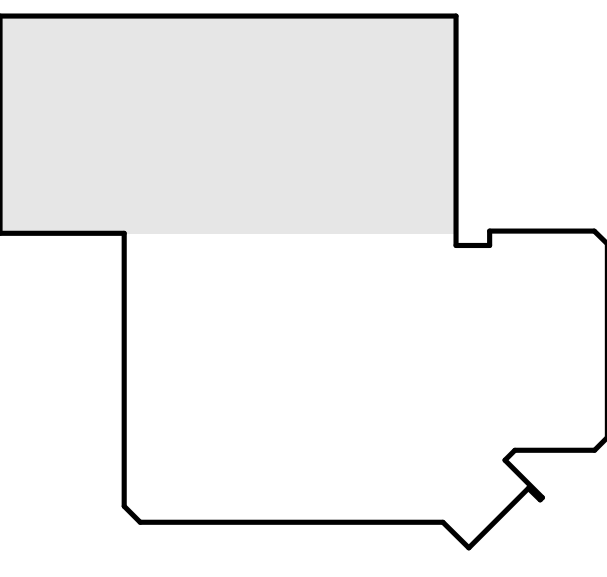
117 8TH ST W, WEST
FARGO, ND 58078

MAIN FACILITY = M

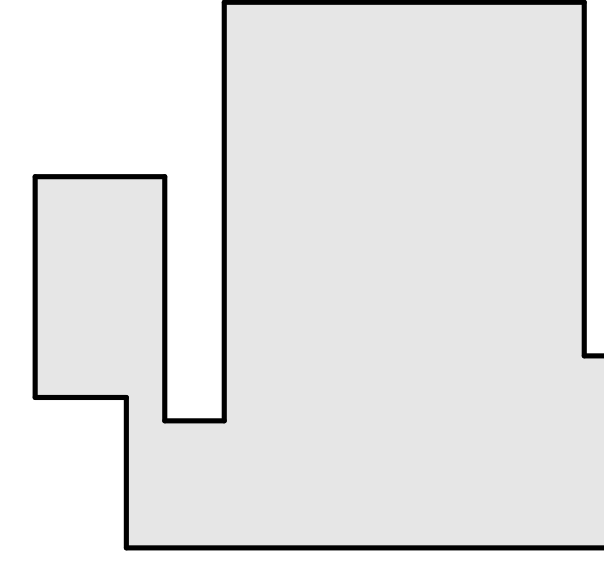
SANITATION FACILITY = S



ZONE A



ZONE B



ZONE C

GENERAL NOTES

- DO NOT SCALE DRAWINGS.
- VERIFY FIELD CONDITIONS PRIOR TO COMMENCEMENT OF EACH PORTION OF THE WORK.
- THE CONTRACT DOCUMENTS ARE COMPLEMENTARY AND WHAT IS REQUIRED BY ONE SHALL BE AS BINDING AS IF REQUIRED BY ALL. THE CONTRACTOR SHALL COORDINATE ALL PORTIONS OF THE WORK AS DESCRIBED IN THE CONTRACT DOCUMENTS, NOTIFY THE ARCHITECT FOR RESOLUTION OF ALL DISCREPANCIES PRIOR TO CONSTRUCTION.
- DOORS AND CASED OPENINGS INDICATED ADJACENT TO WALL INTERSECTIONS SHALL BE LOCATED WITH THE EDGE OF FINISH OPENING SIX INCHES FROM THE ADJACENT WALL UNLESS OTHERWISE INDICATED. ALL OTHER DOORS AND CASED OPENINGS SHALL BE CENTERED BETWEEN NEAREST ADJACENT WALL INTERSECTIONS UNLESS OTHERWISE DIMENSIONED.
- SEE MECHANICAL AND ELECTRICAL FOR THEIR RESPECTIVE WORK.
- VERIFY SIZE AND LOCATION OF ALL MECHANICAL FLOOR AND ROOF OPENINGS
- ALL CONTRACTORS COORDINATE ALL ARCHITECTURAL, MECHANICAL, AND ELECTRICAL CONSTRUCTION WORK.

FLOOR PLAN LEGEND

WALL TYPES:		SEE WALL SCHEDULE
DOOR NUMBER:		SEE DOOR SCHEDULE
ROOM:		ROOM NAME (SEE WINDOW ELEVATIONS)
WINDOW TYPE:		SEE WINDOW ELEVATIONS
WALL BRACKET FIRE EXTINGUISHER		10 44 00.01
FIRE EXTINGUISHER CABINET		10 44 00.02
FLOOR DRAIN - SEE MECHANICAL		FD 0
CORNER GUARD		10 26 00.01 (TYPE 1)
GYPSUM BOARD CONTROL JOINT		09 21 16.04

REFERENCE TAG INFORMATION

	DRAWING CUT-LINE
	DRAWING TITLE REFERENCE TAG
	FIRST FLOOR PLAN
	1'-0" = 1'-0"
	DETAIL DRAWING BORDER INFORMATION
	DIRECTION OF SECTION
	SECTION REFERENCE NUMBER
	SECTION CUT LINE
	SECTION SHEET REFERENCE NUMBER (A250, A270, ETC.)
	BUILDING / WALL SECTION REF. TAGS
	CALLOUT REFERENCE NUMBER
	CALLOUT SHEET REFERENCE
	CALLOUT BOUNDARY
	DETAIL DRAWING REFERENCE TAG
	DIRECTION OF ELEVATION
	ELEVATION DRAWING NUMBER
	ELEVATION SHEET REFERENCE NUMBER (A200, ETC.)
	ELEVATION (EXTERIOR) REFERENCE TAG
	DIRECTION OF ELEVATION
	ELEVATION DRAWING NUMBER
	ELEVATION SHEET REFERENCE NUMBER (A600, ETC.)
	ELEVATION (INTERIOR) REFERENCE TAG
	NAME OF LEVEL
	FIRST FLOOR
	ELEVATION HEIGHT
	ELEVATION MARKER
	ELEVATION HEIGHT REFERENCE TAG
	GRID MARKER
	GRID REFERENCE NUMBER
	GRID LINE
	COLUMN GRID LINE REFERENCE TAG

MATERIAL LEGEND

	03 30 00 - CONCRETE
	03 30 00 - UNDERSLAB CUSHION
	03 54 00 - CAST UNDERLAYMENT
	04 20 00 - BRICK
	04 20 00 - CMU
	04 20 00 - GROUT FILL
	04 20 00 - MORTAR NET
	05 10 00 - STEEL
	06 20 00 - WOOD 1
	06 20 00 - WOOD 2
	06 20 00 - WOOD 3
	06 40 00 - PARTICLE BOARD
	07 20 00 - RIGID INSULATION
	07 21 19 - SPRAY FOAM INSULATION
	07 92 00 - EXPANSION JOINT/SEALANT
	08 33 00 - COILING DOOR
	09 21 16 - GYPSUM BOARD
	09 51 00 - ACOUSTIC CEILING - 24" x 24"
	31 22 00 - TOPSOIL
	31 23 00 - ENGINEERED FILL
	31 23 00 - SUBSOIL BACKFILL
	32 92 00 - SEED
	32 92 00 - SOD
	32 93 00 - MULCH

INDEX OF DRAWINGS

SHEET NUMBER	SHEET NAME
COVER	COVER SHEET
CODE 1	CODE PLAN - MAIN FACILITY
CODE 2	CODE PLAN - SANITATION
CIVIL	EXISTING CONDITIONS / DEMOLITION PLAN
C100	EXISTING CONDITIONS / DEMOLITION PLAN - SANITATION
C101	EXISTING CONDITIONS / DEMOLITION PLAN - SANITATION
C102	EXISTING CONDITIONS / DEMOLITION PLAN - PUBLIC WORKS NORTH
C200	EROSION CONTROL PLAN
C201	EROSION CONTROL PLAN - SANITATION
C300	UTILITY PLAN - PUBLIC WORKS
C301	UTILITY PLAN - SANITATION
C400	GRADING PLAN - PUBLIC WORKS
C401	GRADING PLAN - SANITATION
C402	GRADING PLAN - PUBLIC WORKS NORTH
C500	PAVING PLAN - PUBLIC WORKS
C501	PAVING PLAN - SANITATION
C502	PAVING PLAN - PUBLIC WORKS NORTH
C600	JOINTING PLAN - PUBLIC WORKS
C601	JOINTING PLAN - SANITATION
C700	DETAILS
C701	DETAILS
ARCHITECTURAL	SCHEDULE / ELEVATIONS
A001	SCHEDULE / ELEVATIONS
A002	OPENING DETAILS
MA100	DEMO PLAN
MA121	FLOOR PLAN - OFFICE AREA
MA122	FLOOR PLAN - SHOP AREA
MA123	MEZZANINE PLAN
MA190	ROOF PLAN
MA200	BUILDING ELEVATIONS
MA250	BUILDING SECTIONS
MA270	WALL SECTIONS - OFFICE AREA
MA271	WALL SECTIONS - SHOP AREA
MA400	REFLECTED CEILING PLAN
MA600	INTERIOR ELEVATIONS
SA100	SECTION ELEVATIONS
SA120	FLOOR PLAN
SA190	ROOF PLAN
SA200	BUILDING ELEVATIONS
SA250	BUILDING SECTIONS
SA270	WALL SECTIONS
SA271	WALL SECTIONS
SA400	REFLECTED CEILING PLAN
SA600	INTERIOR ELEVATIONS
STRUCTURAL	FOUNDATION PLAN
MS100	GARAGE PLAN
MS101	GARAGE PLAN
MS200	LOW ROOF / 2ND FLOOR
MS300	HIGH ROOF FRAMING PLAN
MS400	SECTIONS AND DETAILS
MS401	SECTIONS AND DETAILS
SS100	FOUNDATION PLAN
SS300	ROOF FRAMING PLAN
SS400	SECTIONS AND DETAILS
SS401	SECTIONS AND DETAILS
MECHANICAL	SITE PLAN - BLDG A & MAIN OFFICE - PLUMBING
AMS00	SITE PLAN - BLDG A & MAIN OFFICE - PLUMBING
AMS01	FLOOR PLANS - BLDG A - MECHANICAL
AMS03	MECHANICAL DETAILS
M001	LEGENDS & SYMBOLS AND MECHANICAL SCHEDULES
M002	MECHANICAL SCHEDULES
M400	FLOOR PLANS - FIRE SPRINKLER
M500	MECHANICAL DETAILS
M600	MECHANICAL DETAILS
M601	MECHANICAL DETAILS
M602	MECHANICAL DETAILS
MM100	FLOOR PLAN - MECHANICAL DEMOLITION
MM200	FOUNDATION PLAN - ZONE A - PLUMBING
MM201	FOUNDATION PLAN - ZONE B - UNDERGROUND PLUMBING
MM202	FLOOR PLAN - ZONE A - PLUMBING
MM203	FLOOR PLAN - ZONE B - PLUMBING
MM204	PLUMBING RISER DIAGRAMS
MM300	FLOOR PLAN - ZONE A - VENTILATION
MM301	FLOOR PLAN - ZONE B - VENTILATION
MM400	FOUNDATION PLAN - ZONE B - UNDERGROUND HYDRONIC
MM401	FLOOR PLAN - ZONE B - HYDRONIC
SM100	FLOOR PLAN - MECHANICAL - DEMOLITION
SM200	FOUNDATION PLAN - UNDERGROUND PLUMBING
SM201	FLOOR PLAN - PLUMBING
SM300	FLOOR PLAN - VENTILATION
ELECTRICAL	ELECTRICAL TITLE SHEET
E001	ELECTRICAL TITLE SHEET
E002	ADMINISTRATION BUILDING DEMOLITION PLAN
ME200	FIRST FLOOR LIGHTING PLAN - OFFICE AREA
ME201	FIRST FLOOR LIGHTING PLAN - SHOP AREA
ME300	FIRST FLOOR POWER PLAN - OFFICE AREA
ME301	FIRST FLOOR POWER PLAN - SHOP AREA
ME400	FIRST FLOOR SYSTEMS PLAN - OFFICE AREA
ME401	FIRST FLOOR SYSTEMS PLAN - SHOP AREA
ME500	MAIN BUILDING ELECTRICAL RISER DIAGRAM
ME600	MAIN BUILDING ELECTRICAL SCHEDULE
ME700	ELECTRICAL DETAILS
ME701	ELECTRICAL DETAILS
SE100	SANITATION BUILDING ELECTRICAL DEMOLITION PLAN
SE200	LIGHTING PLAN SANITATION BUILDING - OFFICE AREA
SE201	LIGHTING PLAN SANITATION BUILDING - SHOP AREA
SE300	POWER PLAN SANITATION BUILDING - OFFICE AREA
SE301	POWER PLAN - SANITATION BLDG - SHOP ADDITION
SE400	SYSTEMS PLAN SANITATION BUILDING - OFFICE AREA
SE401	SYSTEMS PLAN SANITATION BLDG - SHOP ADDITION
SE600	SANITATION BUILDING ELECTRICAL SCHEDULES

STRUCTURAL, MECHANICAL, AND ELECTRICAL ITEMS INDICATED ON ARCHITECTURAL SHEETS ARE SHOWN FOR CLARIFICATION AND COORDINATION. REFER TO STRUCTURAL, MECHANICAL, AND ELECTRICAL SHEETS RESPECTIVELY FOR ACTUAL REQUIREMENTS.

ADDITION AND REMODEL
WEST FARGO PUBLIC WORKS
FACILITIES - PHASE 2
CITY OF WEST FARGO
WEST FARGO, NORTH DAKOTA

KEYNOTES

PROJECT INFORMATION NAME: ADDITION AND REMODEL WEST FARGO PUBLIC WORKS FACILITIES OWNER: CITY OF WEST FARGO ADDRESS: 810 12TH AVE NW WEST FARGO, NORTH DAKOTA		PROJECT DESCRIPTION NEW SHOP AND GARAGE ADDITION WILL BE SINGLE STORY, 16,700 SF, CONSTRUCTED AS A PREENGINEERED METAL BUILDING WITH STEEL FRAME MEZZANINE. THE EXISTING OFFICES WILL BE REMODELED TO PROVIDE LOCKERS, DEPARTMENT CREW SPACES, OFFICES, A TRAINING ROOM, AND ADDITIONAL SUPPORT SPACES. A NEW 700 SF ENTRY/LOBBY ADDITION WILL ENHANCE THE BUILDINGS PUBLIC INTERFACE.	
APPLICABLE CODES: 2021 IBC		JURISDICTION: WEST FARGO, NORTH DAKOTA	
BUILDING INFORMATION			
	YES	NO	
NEW BUILDING		X	
ADDITION	X		
SPRINKLED FOR ONE HOUR CONSTRUCTION	X		
ATTIC SPACE		X	
OCCUPANCY CLASSIFICATIONS	S1 & B		
TYPE OF CONSTRUCTION	IIB		
NUMBER OF STORIES	1		
ALLOWABLE AREA CALCULATIONS			
TYPE IIB			
BASE ALLOWABLE FLOOR AREA: 17,500 SF			
AREA PERIMETER: 955'-6" L.F.		FRONTAGE FACING PUBLIC WAY: 842'-0" L.F.	
FRONTAGE INCREASE FACTOR: >30' = 75% = 13,125 SF			
INCREASE FOR SPRINKLERS: 70,000 SF			
TOTAL ALLOWABLE FLOOR AREA: 83,125 SF			
ACTUAL FLOOR AREA: 40,283 SF			
NOTE 1: 1 HOUR LID 2 LAYERS 5/8" TYPE X GYP. GA FILE NO. RC 2602 1 HOUR EXTERIOR WALLS 722.6.2.3. THE EXTERIOR WALL HAS A FIRE SEPARATION GREATER THAN 10'-0". 722.6.2(1) 40 MIN - 5/8" TYPE X GYP AT THE INTERIOR • INSTALL HORIZONTALLY WITH THE HORIZONTAL JOINTS STAGGERED 24 INCHES EACH SIDE • INSTALL LONG DIMENSION PERPENDICULAR TO FRAMING MEMBERS • ALL JOINTS FINISHED • 722.6.2(2) 20 MIN - WOOD STUDS 16" O.C. • ADD EXTERIOR RATED WALL SHEATHING 4'-0" FROM FIRE WALL - SEE PLAN AS PER TABLE 508.4 FIRE FIRE SEPARATION BETWEEN S1 AND B OCCUPANCIES NOT REQUIRED. AS PER TABLE 601 IIB CONSTRUCTION IS NON RATED.		ROOF ACCESS: YES	
		DRAFT STOP: NA	
PLUMBING FIXTURE COUNTS: OFFICE AND SHOP AREAS: 523 OCCUPANTS WATER CLOSETS: 10 REQUIRED 17 PROVIDED LAVS: 7 REQUIRED 10 PROVIDED DRINKING FOUNTAINS: 4 REQUIRED 4 PROVIDED SERVICE SINKS: 1 REQUIRED 2 PROVIDED EXIT WIDTH: OFFICE / CREW MEETING 388 OCC X 59" REQ AVAIL. = 128" S-1 EXISTING SHOP 43 OCC X 7" REQ AVAIL. = 96" S-1 NEW SHOP & GARAGE 92 OCC X 14" REQ. AVAIL. = 96" TOTAL 523 OCC X 79" REQ. AVAIL. = 320"			

CODE LEGEND

- FIRE WALL - 3 HOUR RATING
UL 415 SYSTEM G
- FIRE PARTITION - 1 HOUR RATING
- EXISTING
- LOAD FACTOR
- OCCUPANCY LABEL
- OCCUPANT LOAD

GENERAL NOTES

NOTE 1: EXISTING FIRE EXTINGUISHER

I hereby certify that this drawing, specification or report was
prepared by me or under my direct supervision and that I am a duly
registered Architect under the laws of the State of North Dakota.

Dated: JUNE 2025 Regt. No. 1970

Signed: Mark Ludwig

YHR
PARTNERS

ARCHITECTURE | PLANNING
420 Main Avenue
Moorhead, Minnesota 56560
Telephone: (218)233-4422

PROJECT NUMBER: 202504-1

DESIGN DEVELOPMENT - NOT FOR CONSTRUCTION

CODE PLAN - MAIN FACILITY

CODE 1

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CAMELOT BUILDING
COMPLETED PHASE-1

R-2

S-1

706.6.1 - STEPPED BUILDINGS: EXCEPTION; ITEMS 1, 2 AND 3
HAVE BEEN MEET SO FIRE RATED PROTECTION TO STOP AS
UNDERSIDE OF DECK OF LOWER BUILDING

1 HOUR RATED LID AND EXTERIOR WALLS
10'-0" FROM FIREWALL - NO PENETRATIONS

180 MIN DOOR

1 HOUR RATED WALLS
4'-0" EACH DIRECTION

SHADING INDICATES EXISTING.
NON-SHADED INDICATES NEW
CONSTRUCTION

SHADING INDICATES EXISTING.
NON-SHADED INDICATES NEW
CONSTRUCTION

MEZZANINE - NEW

2,100 SF OPEN TO 9,125 SF

1/16" = 1'-0"

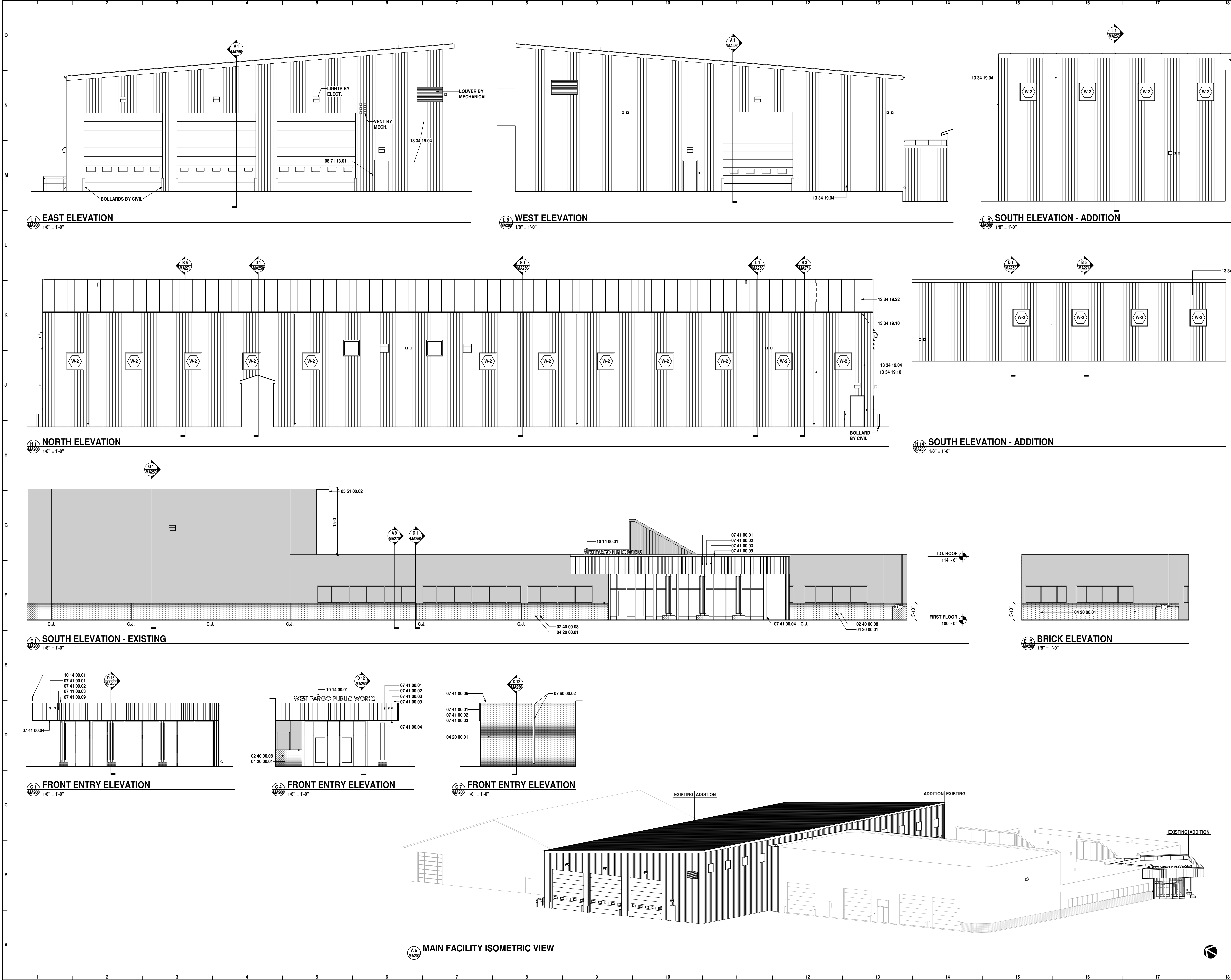
MEZZANINE - EXISTING

1,070 SF OPEN TO 7,750 SF

1/16" = 1'-0"

MAIN FACILITY CODE PLAN

1/16" = 1'-0"



ADDITION AND REMODEL
WEST FARGO PUBLIC WORKS
FACILITIES - PHASE 2

CITY OF WEST FARGO

WEST FARGO, NORTH DAKOTA

KEYNOTES

02 40 00.08

REMOVE GRADE FOR NEW BRICK VENEER

04 20 00.01

BRICK VENEER - SEE ELEVATIONS FOR COLORS

05 51 00.02

STEEL ROOF LADDER SYSTEM - WALL MOUNTED

07 41 00.01

METAL WALL PANEL TYPE-1 (GREEN)

07 41 00.02

METAL WALL PANEL TYPE-2 (GREEN)

07 41 00.03

METAL WALL PANEL TYPE-3 (GREEN)

07 41 00.04

METAL WALL PANEL (WOOD LOOK)

07 41 00.05

METAL TRIM / FLASHING

07 41 00.09

METAL ROOF EDGE FLASHING (GREEN)

07 60 00.02

SCUPPER BOX AND OPEN FACED DOWNSPOUT

08 71 13.01

CREDENTIAL READER - BY OWNER

10 14 00.01

METAL LETTERS

13 34 19.04

METAL WALL PANELS

13 34 19.10

PREFINISHED GUTTERS AND DOWNSPOUTS

13 34 19.22

STANDING SEAM ROOF PANELS

GENERAL NOTES

NOTE 1: SHADING INDICATES EXISTING

I hereby certify that this drawing, specification or report was prepared by me or under my direct supervision and that I am a duly registered Architect under the laws of the State of North Dakota.

Dated: JUNE 2025

Regt. No. 1970

Signed: *Mark Lulley*

YHR
PARTNERS

ARCHITECTURE | PLANNING

420 Main Avenue
Moorhead, Minnesota 56560
Telephone: (218)233-4422

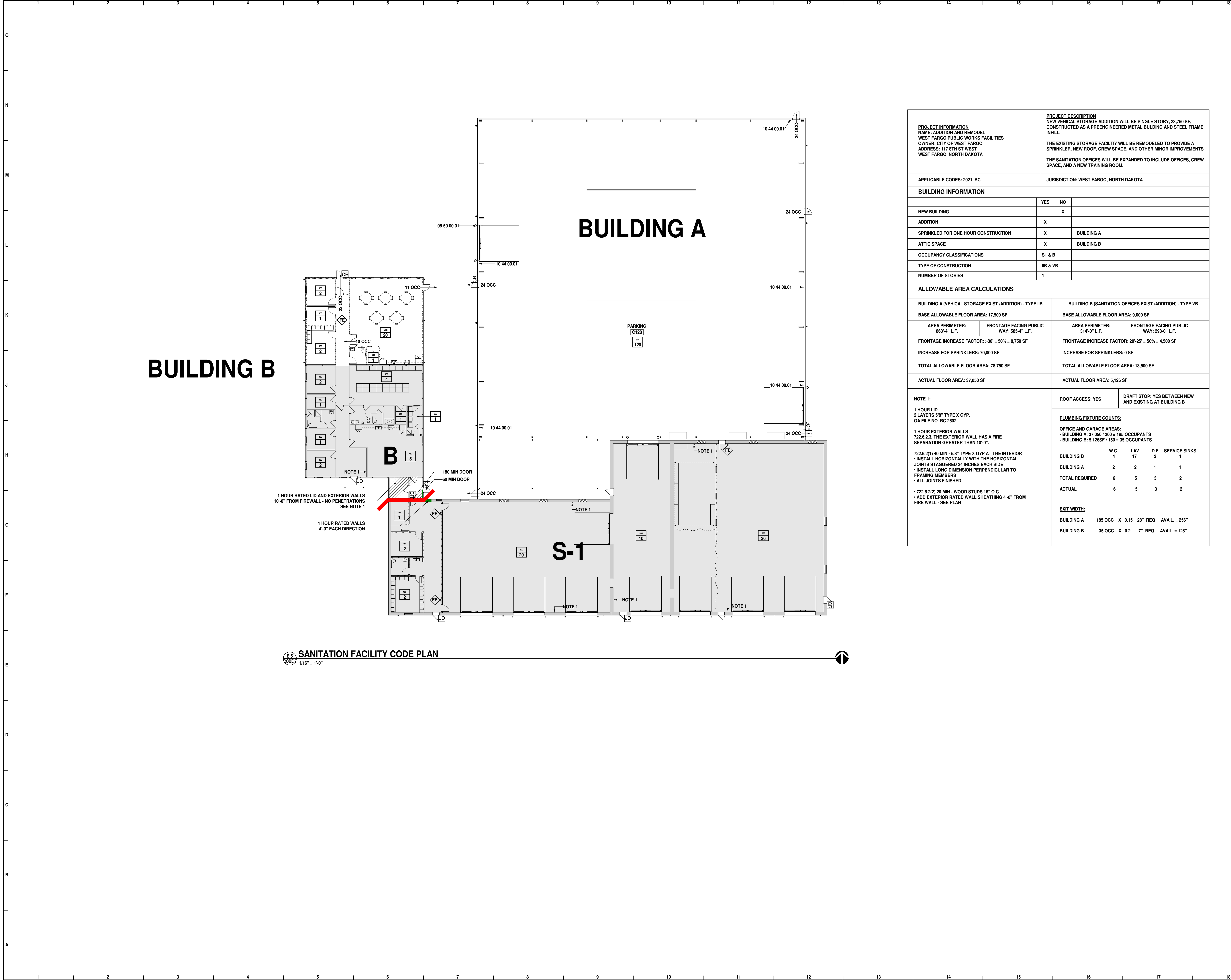
PROJECT NUMBER: 202504-1

DESIGN DEVELOPMENT - NOT FOR CONSTRUCTION

BUILDING ELEVATIONS

MA200

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PROJECT INFORMATION NAME: ADDITION AND REMODEL WEST FARGO PUBLIC WORKS FACILITIES OWNER: CITY OF WEST FARGO ADDRESS: 117 6TH ST WEST WEST FARGO, NORTH DAKOTA		PROJECT DESCRIPTION NEW VEHICAL STORAGE ADDITION WILL BE SINGLE STORY, 23,750 SF, CONSTRUCTED AS A PREENGINEERED METAL BUILDING AND STEEL FRAME INFILL. THE EXISTING STORAGE FACILITY WILL BE REMODELED TO PROVIDE A SPRINKLER, NEW ROOF, CREW SPACE, AND OTHER MINOR IMPROVEMENTS THE SANITATION OFFICES WILL BE EXPANDED TO INCLUDE OFFICES, CREW SPACE, AND A NEW TRAINING ROOM.	
APPLICABLE CODES: 2021 IBC		JURISDICTION: WEST FARGO, NORTH DAKOTA	
BUILDING INFORMATION			
	YES	NO	
NEW BUILDING		X	
ADDITION	X		
SPRINKLED FOR ONE HOUR CONSTRUCTION	X		BUILDING A
ATTIC SPACE	X		BUILDING B
OCCUPANCY CLASSIFICATIONS	S1 & B		
TYPE OF CONSTRUCTION	IIB & VB		
NUMBER OF STORIES	1		
ALLOWABLE AREA CALCULATIONS			
BUILDING A (VEHICAL STORAGE EXIST./ADDITION) - TYPE IIB		BUILDING B (SANITATION OFFICES EXIST./ADDITION) - TYPE VB	
BASE ALLOWABLE FLOOR AREA: 17,500 SF		BASE ALLOWABLE FLOOR AREA: 9,000 SF	
AREA PERIMETER: 863'-4" L.F.	FRONTAGE FACING PUBLIC WAY: 565'-4" L.F.	AREA PERIMETER: 314'-0" L.F.	FRONTAGE FACING PUBLIC WAY: 296'-0" L.F.
FRONTAGE INCREASE FACTOR: >30' = 50% = 8,750 SF		FRONTAGE INCREASE FACTOR: 20'-25' = 50% = 4,500 SF	
INCREASE FOR SPRINKLERS: 70,000 SF		INCREASE FOR SPRINKLERS: 0 SF	
TOTAL ALLOWABLE FLOOR AREA: 78,750 SF		TOTAL ALLOWABLE FLOOR AREA: 13,500 SF	
ACTUAL FLOOR AREA: 37,050 SF		ACTUAL FLOOR AREA: 5,126 SF	
NOTE 1: 1 HOUR LID 2 LAYERS 5/8" TYPE X GYP. GA FILE NO. RC 2602 1 HOUR EXTERIOR WALLS 722.6.2.3. THE EXTERIOR WALL HAS A FIRE SEPARATION GREATER THAN 10'-0". 722.6.2(1) 40 MIN - 5/8" TYPE X GYP AT THE INTERIOR • INSTALL HORIZONTALLY WITH THE HORIZONTAL JOINTS STAGGERED 24 INCHES EACH SIDE • INSTALL LONG DIMENSION PERPENDICULAR TO FRAMING MEMBERS • ALL JOINTS FINISHED • 722.6.2(2) 20 MIN - WOOD STUDS 16" O.C. • ADD EXTERIOR RATED WALL SHEATHING 4'-0" FROM FIRE WALL - SEE PLAN		ROOF ACCESS: YES	
		DRAFT STOP: YES BETWEEN NEW AND EXISTING AT BUILDING B	
		PLUMBING FIXTURE COUNTS: OFFICE AND GARAGE AREAS: • BUILDING A: 37,050 / 200 = 185 OCCUPANTS • BUILDING B: 5,126SF / 150 = 35 OCCUPANTS BUILDING B W.C. LAV D.F. SERVICE SINKS 4 17 2 1 BUILDING A 2 2 1 1 TOTAL REQUIRED 6 5 3 2 ACTUAL 6 5 3 2 EXIT WIDTH: BUILDING A 185 OCC X 0.15 28" REQ AVAIL. = 256" BUILDING B 35 OCC X 0.2 7" REQ AVAIL. = 128"	

ADDITION AND REMODEL
WEST FARGO PUBLIC WORKS
FACILITIES - PHASE 2

CITY OF WEST FARGO

WEST FARGO, NORTH DAKOTA

KEYNOTES

CODE LEGEND

- FIRE WALL - 3 HOUR RATING
UL 415 SYSTEM G
- FIRE PARTITION - 1 HOUR RATING
- EXISTING
- 1.0 LOAD FACTOR
X OCCUPANCY LABEL
X OCCUPANT LOAD

GENERAL NOTES

NOTE 1: EXISTING FIRE EXTINGUISHER

I hereby certify that this drawing, specification or report was
prepared by me or under my direct supervision and that I am a duly
registered Architect under the laws of the State of North Dakota.

Dated: JUNE 2025 Regt. No. 1970
Signed: *Mark Ludwig*



ARCHITECTURE | PLANNING
420 Main Avenue
Moorhead, Minnesota 56560
Telephone: (218)233-4422

PROJECT NUMBER: 202504-1

DESIGN DEVELOPMENT - NOT FOR CONSTRUCTION

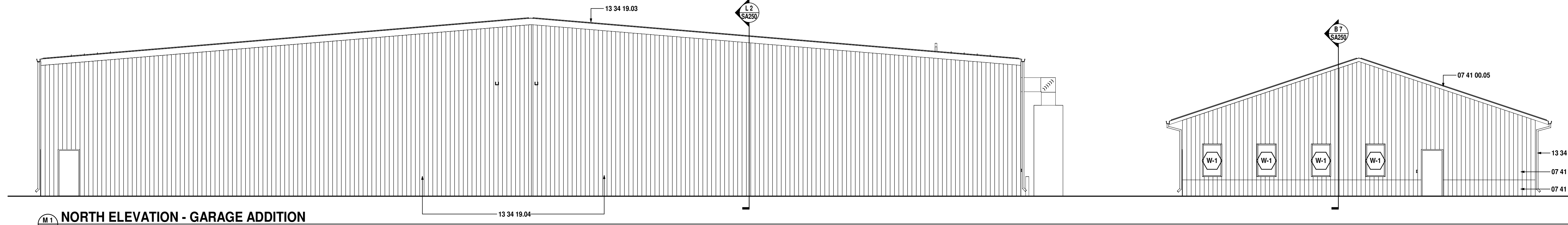
CODE PLAN - SANITATION

CODE 2

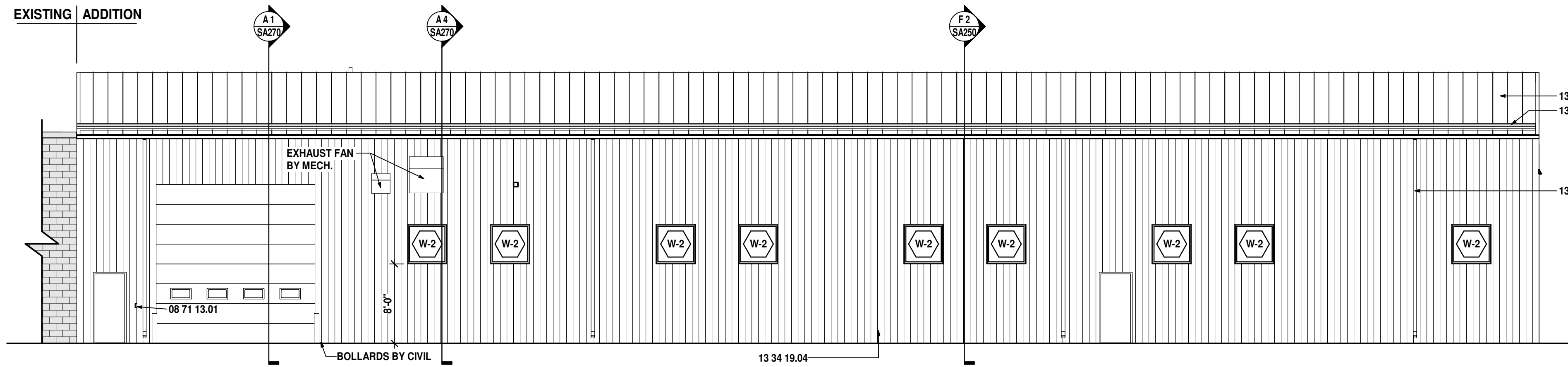
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ADDITION AND REMODEL
WEST FARGO PUBLIC WORKS
FACILITIES - PHASE 2
CITY OF WEST FARGO
WEST FARGO, NORTH DAKOTA

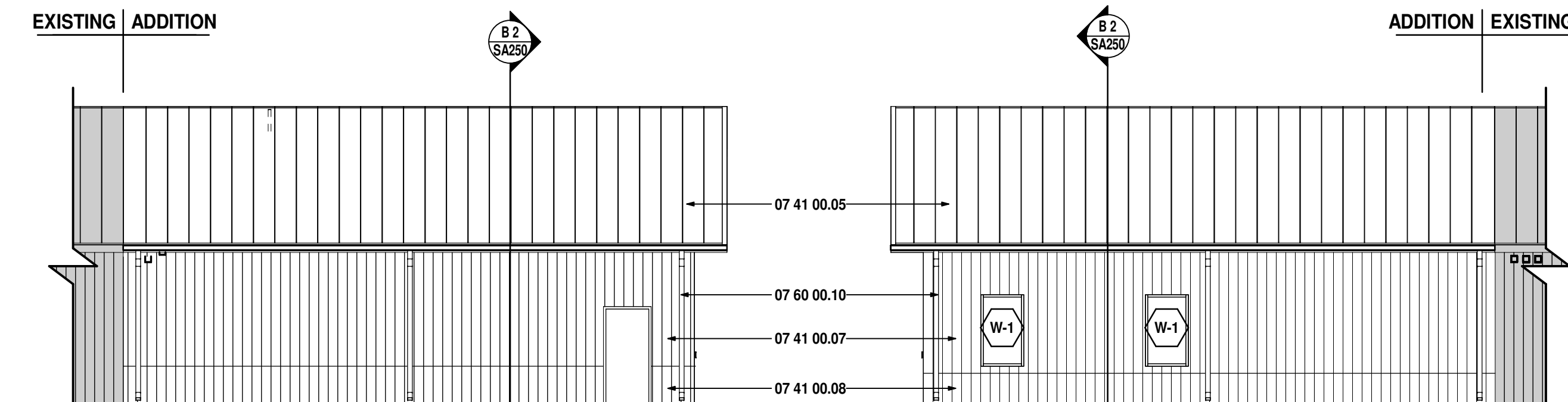
KEYNOTES	
05 51 00.02	STEEL ROOF LADDER SYSTEM - WALL MOUNTED
07 41 00.05	METAL ROOF PANEL TYPE-4 - MATCH EXISTING
07 41 00.07	METAL WALL PANEL TYPE-5 - MATCH EXISTING
07 41 00.08	METAL WALL PANEL TYPE-6 - MATCH EXISTING
07 60 00.10	PREFINISHED GUTTER AND DOWNSPOUT
08 71 13.01	CREDENTIAL READER - BY OWNER
09 90 00.06	PAINT-6 (EXTERIOR PAINT)
13 34 19.02	SNOW GUARDS
13 34 19.03	METAL ROOF PANELS - MATCH EXISTING
13 34 19.04	METAL WALL PANELS
13 34 19.10	PREFINISHED GUTTERS AND DOWNSPOUTS



M 1 NORTH ELEVATION - GARAGE ADDITION
1/8" = 1'-0"

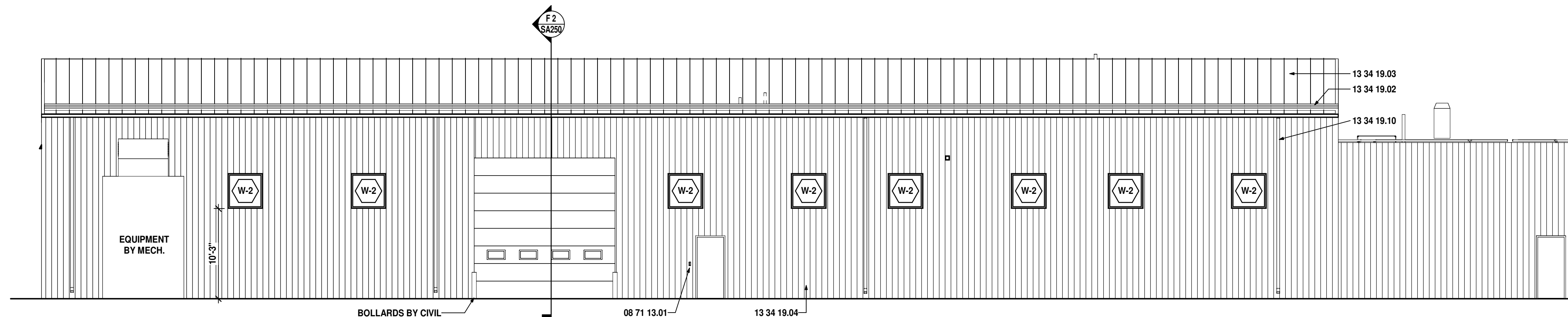


J 1 EAST ELEVATION - GARAGE ADDITION
1/8" = 1'-0"

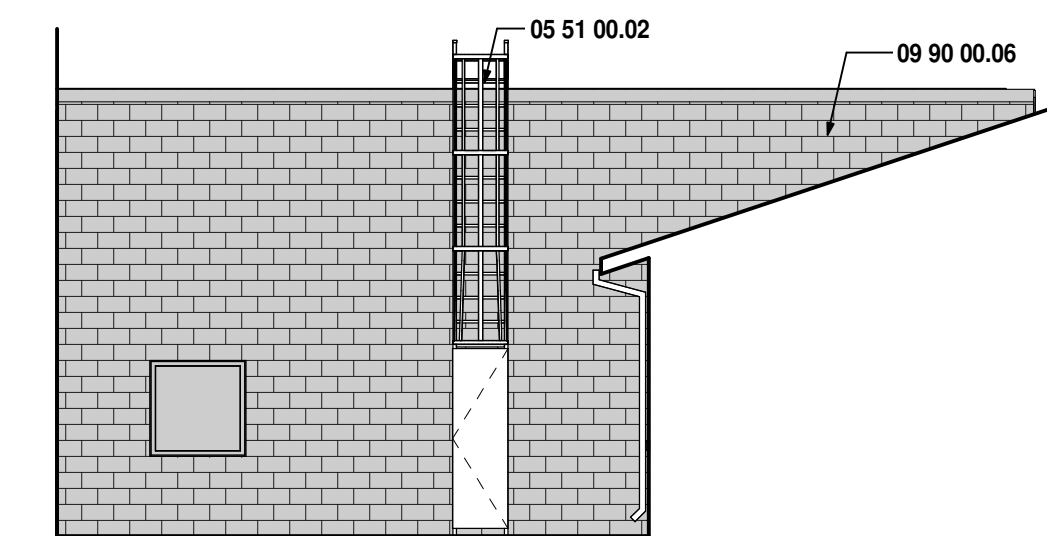


J 12 EAST ELEVATION - OFFICE ADDITION
1/8" = 1'-0"

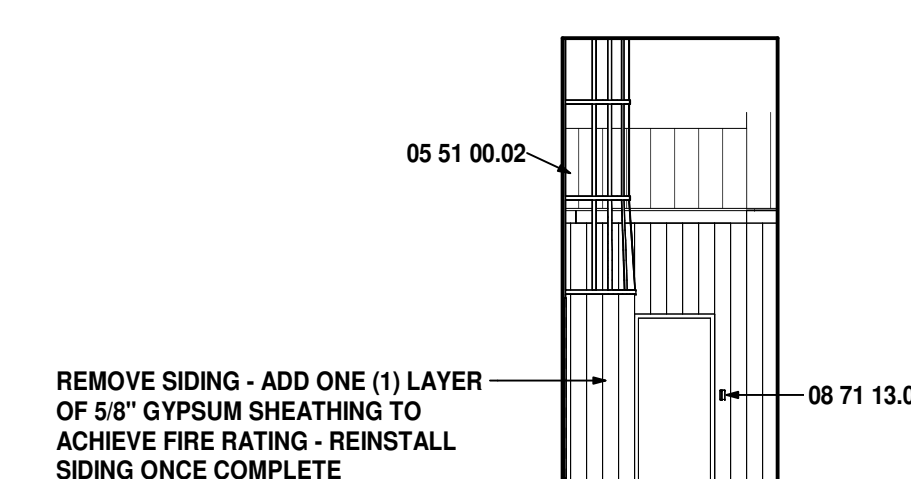
J 15 WEST ELEVATION - OFFICE ADDITION
1/8" = 1'-0"



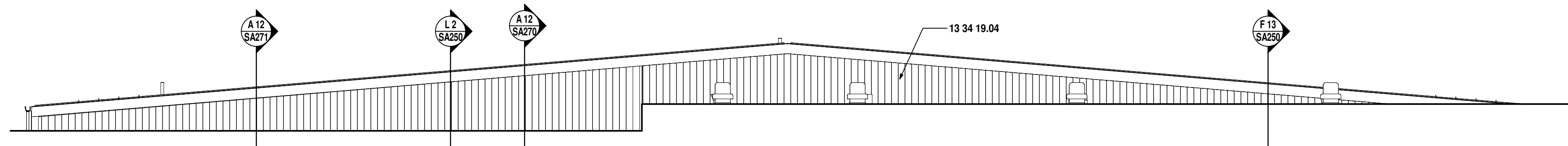
F 1 WEST ELEVATION - GARAGE ADDITION
1/8" = 1'-0"



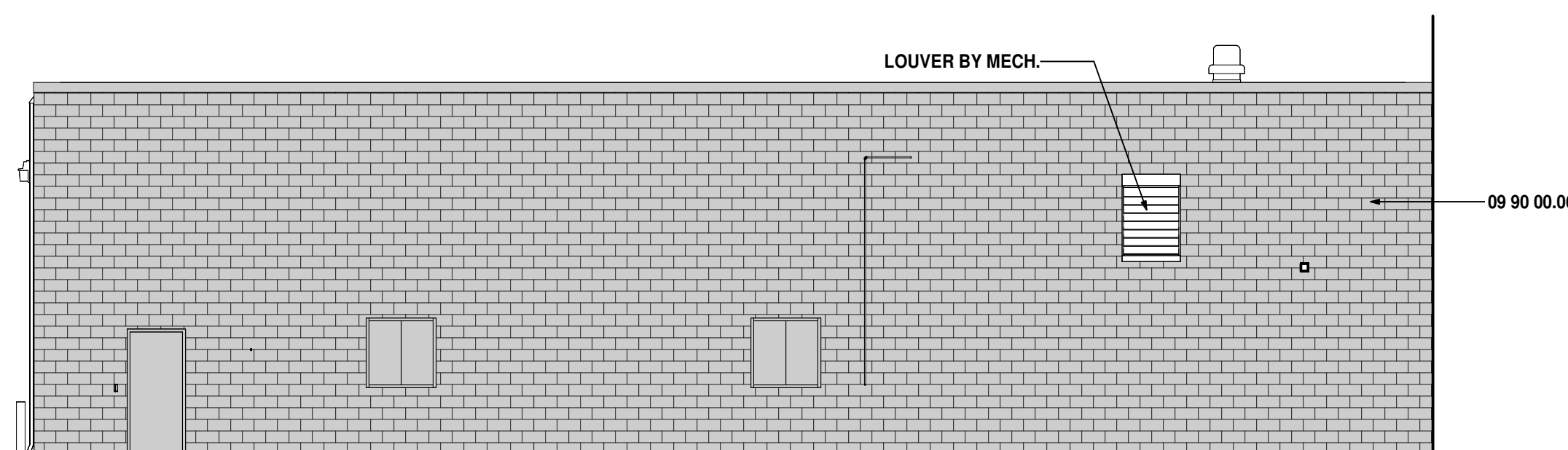
F 13 NORTH ELEVATION - SHIPS LADDER
1/8" = 1'-0"



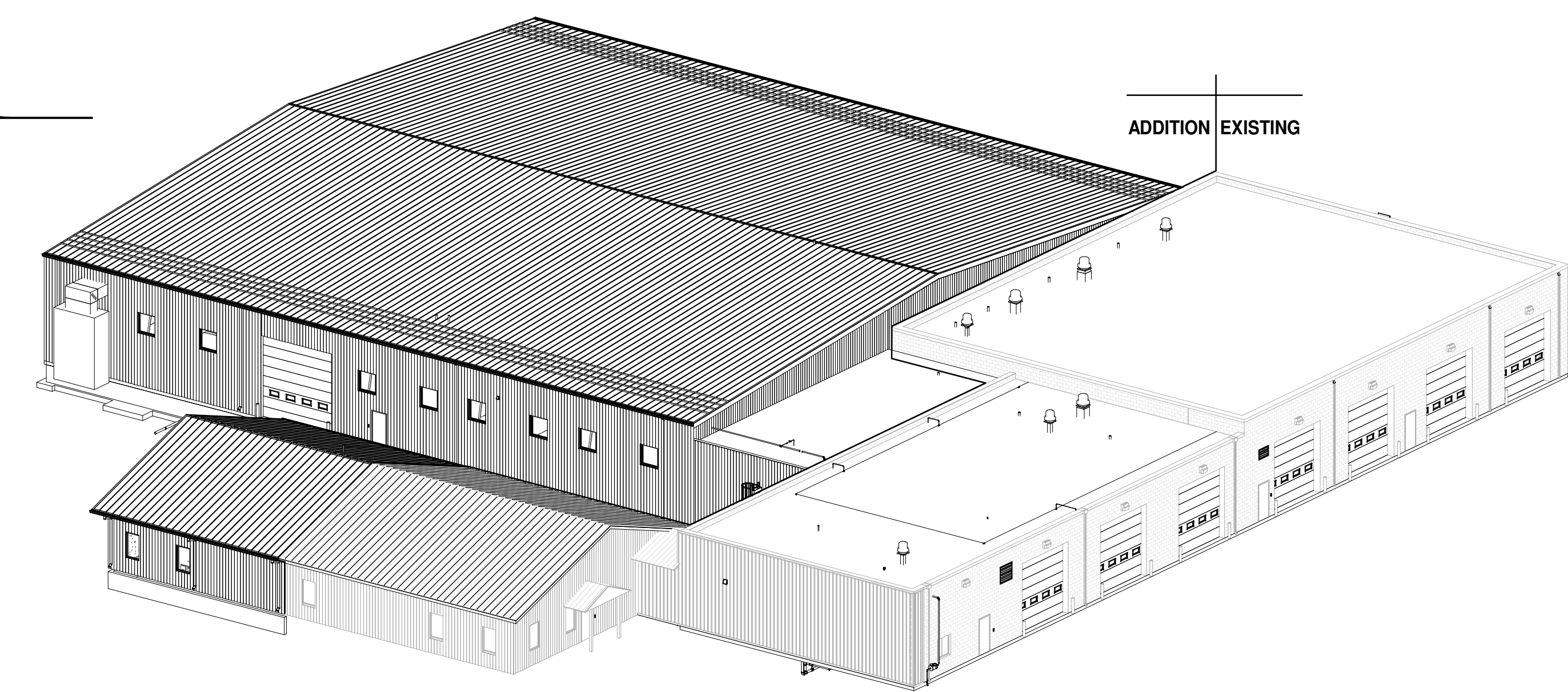
F 16 EAST ELEVATION - AT LINK
1/8" = 1'-0"



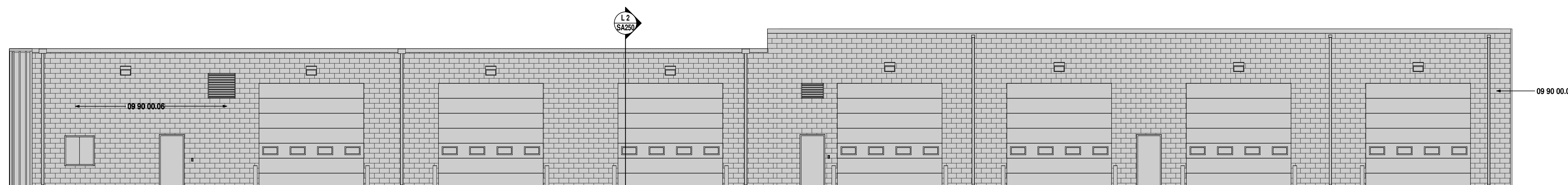
E 1 SOUTH ELEVATION - GARAGE ADDITION
1/8" = 1'-0"



C 1 EAST ELEVATION EXISTING
1/8" = 1'-0"



A 9 SANITATION FACILITY ISOMETRIC VIEW
1/8" = 1'-0"



A 1 SOUTH ELEVATION EXISTING
1/8" = 1'-0"

GENERAL NOTES
NOTE 1: SHADING INDICATES EXISTING.

I hereby certify that this drawing, specification or report was prepared by me or under my direct supervision and that I am a duly registered Architect under the laws of the State of North Dakota.

Dated: JUNE 2025 Regt. No. 1970

Signed: *Mark Lutting*

YHR
PARTNERS

ARCHITECTURE | PLANNING
420 Main Avenue
Moorhead, Minnesota 56560
Telephone: (218)233-4422

PROJECT NUMBER: 202504-1

DESIGN DEVELOPMENT - NOT FOR CONSTRUCTION

BUILDING ELEVATIONS

SA200

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"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, Senior Director of Community & Development

Date: August 4, 2025

Subject: Project No. 9021 – Wastewater Serviceability and Risk Reduction Study

Action: Approve Task Order No. 98-1

New Information and Recommendation:

On June 2, 2025, the City Commission awarded the referenced study to Moore Engineering, Inc. Since that time, two scoping meetings have occurred to refine the scope of what is to be studied, and Moore Engineering has submitted the attached Task Order to move forward with this study.

The following documents are attached for review/consideration:

- Task Order No. 98-1

Staff Recommendation: Approve Task Order No. 98-1 with Moore Engineering

Background and Project Summary:

In 2022 the City Commission approved a study for a grant application for the eventual construction of a redundant lift station to SA40 which currently pumps all the sewage from West Fargo to Fargo. The application was successful, and we have received a grant from the ND Department of Emergency Services to cover up to \$278,055 of the cost of this study.

Staff is also engaging APEX Engineering to also be a part of this effort as they are the subconsultant to the firm chosen to complete the Growth Area Master Plan.

Policy Analysis:

In preparation for future growth, these and other studies are needed to put the City of West Fargo in the best position to ultimately service the growth area as well as to provide redundancy for SA-40.

Financial Analysis:

The estimated total cost of this work is \$405,000. Of this amount, \$278,055 will be covered with grant funding and the remaining \$126,945 is proposed to be paid via Capital Improvement Sales Tax. It is estimated that APEX Engineering's involvement with this effort will be an additional \$40,000, also to be paid via Capital Improvement Sales Tax.

Previously Presented Information and Commission Actions:

June 2, 2025 -

- **Staff Recommendation:** Award study to Consultant (Moore Engineering)
- **Commission Action:** Commissioner Olson moved, and Commissioner Zundel seconded to approve. No opposition, motion carried.

July 18, 2022 -

- **Staff Recommendation:** Approve Agreement with Burian and Associates to write and submit a BRIC Grant for a redundant lift station
- **Commission Action:** Commissioner Simmons moved, and Commissioner George seconded to approve. No opposition, motion carried.

EXHIBIT A to MSA

Task Order for Additional Services

This is Task Order No. 98 -1
consisting of 15 pages.

Task Order 98-1

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: July 21, 2025
- b. Owner: City of West Fargo
- c. Engineer: Moore Engineering, Inc.
- d. Specific Project Title: Project No. 9021
- e. Specific Project Description: West Fargo Redundant Master Lift Station
- f. Summary of Services: Phase II – Basis of Design Report

2. Services of Engineer

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

A. Study and Report Services

- 1. Phase II – Basis of Design Report: Tasks to include all work as outlined in the attached Scope of Services document.

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 and the anticipated completion for these services is within 6 months of an executed Task Order.

5. Payments to Engineer

- A. City shall pay Engineer for services rendered under this Task Order as follows:
- a. 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.
 - b. 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				
Phase I – Scoping Phase	98	\$19,781		\$19,781
Phase II – Basis of Design Report	98-1	\$0	\$385,219	\$385,219
ADDITIONAL SERVICES SUBTOTAL (TO 98-1)		\$19,781	\$385,000	\$405,000

- B. Engineer may alter the distribution of compensation between individual phases of the work noted in this Task Order and Task Order Amendments, to be consistent with services actually rendered, but shall not exceed the appropriate percentage of Final Construction plus the total Maximum Fee as defined herein.
- C. The terms of payment are set forth in Paragraphs 15 and 16 of the Agreement.

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

- a. HDR.

7. Other Modifications to Agreement and Exhibits:

- a. None.

8. Attachments:

- a. Scope of Services – Project No. 9021 – Master Redundant Lift Station

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. 98-1 is July 21, 2025.

CITY: City of West Fargo

ENGINEER: Moore Engineering, Inc.

By: _____

By:  _____

Print Name: Dan Hanson, PE

Print Name: Lee Beauvais, PE

Title: Senior Director of Community and Development Services

Title: Chief Production Officer

Engineer License or Firm's Certificate No. (if required): 011C
State of: North Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Jerrold Wallace, PE

Name: Matt Prochiank, PE

Title: City Engineer

Title: Project Manager

Address: 2515 6th Street E.
West Fargo, ND 58078

Address: 925 10th Avenue East,
West Fargo, ND 58078

E-Mail Address: Jerry.Wallace@westfargond.gov

E-Mail Address: Matt.prochniak@mooreengineeringinc.com

Phone: (701) 515-5100

Phone: (701) 282-4692

Scope of Services

Project No. 9021 – Master Redundant Lift Station

Sanitary Sewer Collection System Master Plan

City of West Fargo, ND

Project Objective

Develop a Sanitary Sewer Collection System Master Plan to guide service to planned growth areas of West Fargo, including infill areas. The study will also include the preliminary design of redundant master lift station to supplement SA-40, enhancing system reliability. Infrastructure improvements will be prioritized, conceptually scoped, and cost-estimated for inclusion within the City of West Fargo's Capital Improvement Plan.

To develop a Sanitary Sewer Collection System Master Plan (SSCMP) the City of West Fargo (City) has contracted with Moore Engineering (Moore) along with HDR to complete the scope of work. Detailed descriptions of the Tasks follow:

Overview maps are shown as **Figure 1** and **Figure 2 (attached at the end of document)**. These maps illustrate the study area boundary and the existing collection system layout in relation to lift stations, force mains, and trunk gravity mains.

Figure 1: Study Area

Figure 2: Existing Collection System



Task 1.1 – Project Management

Objective

Coordinate task activities among various Moore, HDR and City staff involved in preparing the SSCMP. Manage the scope, schedule, and budget of the project.

Consultant Services

- 1) Prepare project management plan, document key deliverables, schedule, and budget items for project staff.
- 2) Regular project team correspondence.
- 3) Hold minimum monthly project meetings held virtually or in person between Moore, HDR and City project managers.
- 4) Monitor internal costs, work products, quality control process, and schedule performance over the course of the project.
- 5) Prepare quarterly project update summary for submittal to funding agency.
- 6) Prepare and submit monthly invoices. Prepare brief written progress reports each month to accompany the invoice.

City Responsibilities

- 1) Participate in monthly project management conference calls.
- 2) Review monthly progress reports and respond to issues identified, if applicable.
- 3) Monthly payments of invoices. Communicate questions or issues to Moore Project Manager.

Assumptions

- ☐ Monthly project management conference calls are assumed to be no longer than one hour in duration.
- ☐ The SSCMP will be substantially completed by January 2026.
- ☐ Seven (7) monthly invoices.

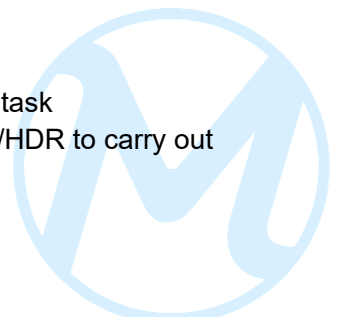
Deliverables

- ☐ Participation in conference calls as described above, including follow-up notes on key decisions and action items.
- ☐ Project Management Plan.
- ☐ Monthly invoice and progress report.

Task 1.2 – Existing System Analysis, Data Collection and Facility Inventory

Objective

Create a common vision of the project to be accomplished along with acceptance of task responsibilities. Identify and acquire information from City records needed for Moore/HDR to carry out



its assigned tasks. Review of available information will indicate if additional information is required. Limited flow monitoring will be procured under this agreement and conducted for calibration of a sanitary sewer collection model as described in Task 1.3 below.

Consultant Services

- 1) Facilitate existing system analysis kickoff meeting to discuss data request.
- 2) Prepare a prioritized data request for submittal to the City listing information needed, years to be covered, and preferred units and data format.
- 3) Review incoming data provided by the City. Maintain and update the data request. Review progress of data transfer with City staff periodically.
- 4) Visit key project facilities with City staff, including critical lift stations within the Sanitary Sewer Collection System.
- 5) Record operational concerns and problems.
- 6) Televising Data: Organization of City sanitary sewer televising videos to identify where and when the video was collected to add data to a sanitary sewer GIS model. A general condition for each block containing CCTV will also be assigned and added to the GIS model along with a link to the assessment form (provided by the videoing contractor).
- 7) MH inspections to verify condition, inverts, pipe size, material, etc. as requested by HDR to complete and calibrate the sanitary sewer model. Complete with photos and assessment form to each MH. Roughly 30 manholes are planned to be investigated.
- 8) Organization of record information to identify past upgrades to the sanitary sewer system and add this data to the sanitary sewer GIS model.
- 9) Review of previously completed study deliverables (i.e. Proj. 9043 – Sanitary Sewer Evaluation – Phase I & II, Mapleton Wastewater project preliminary design information, City of Fargo pumping agreement, and West 94 Area Transportation Plan)

City Responsibilities

- 1) Participate in data request kickoff meeting and provide feedback on meeting minutes.
- 2) Provide sanitary sewer maintenance and complaint history.
- 3) Provide history of areas of the sewer system most likely in need of upgrades.
- 4) Unless already on file with Moore, provide system data within the prioritized timeframe and in the formats as requested in the data request:
 - Lift Station and Pumping Information
 - Flow to West Fargo and Fargo WWTF Flow Records
 - Current Comprehensive Development Plan
 - Land Use Plans (completed or draft)
 - Development Plans (completed or draft)
 - Known wastewater system improvement projects.
 - History of collection system response to major events.



- Electronic copies of ACAD/GIS water and sewer system maps.
 - Other Pertinent Information (pipe size, inverts, etc.)
 - Discuss target areas for sewer inspection, if applicable.
- 5) Provide reoccurring updates & information from Growth Area Master Plan project related to sanitary sewer infrastructure and land-use information helpful for model calibration.

Assumptions

- ☐ Any survey information required will be collected by Moore.

Deliverables

- ☐ Data Request kickoff meeting minutes.
- ☐ Data request list, updated periodically as materials are provided by the City.
- ☐ Document system inventory information.

Task 1.3 – Identify and Monitor Wastewater Flows for Model Calibration

Objective

Collect wastewater flow information of existing system for model calibration and setup.

Consultant Services

- 1) Coordinate with the City to identify necessary lift stations, force mains, and trunk gravity main sewer locations for flow monitoring.
- 2) Coordinate with sub-consultant and City regarding equipment installation schedule, duration of flow monitoring, and data collection.

City Responsibilities

- 1) Provide access to sanitary sewer and applicable Lift Stations for monitoring locations.

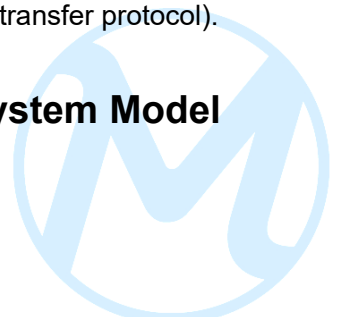
Assumptions

- ☐ Flow monitoring will extend for approximately eight weeks and locations monitored over the same period.
- ☐ HDR will coordinate with Tech Sales for a proposal for equipment, installation, and monitoring required to collect flow monitoring data. This cost is not included within original proposal.

Deliverables

- ☐ Flow Monitoring Plan.
- ☐ Draft and Final technical memorandum on temporary wastewater flow monitoring results as provided by flow monitoring firm. (electronic copy delivered by email or file transfer protocol).

Task 1.4 – Develop Existing Sanitary Sewer Collection System Model



Objective

Build an existing wastewater collection system model using linotype AquaTwin Sewer software by importing the data developed in Task 1.2 and 1.3.

Consultant Services

- 1) Import the file geodatabase into a AquaTwin Sewer system hydraulic model.
- 2) Perform a "dry-run" hydraulic analysis to determine continuity errors and data gaps.
- 3) Develop a field verification plan to identify areas that need additional field verification, based on the initial hydraulic modeling results.
- 4) Review existing system in relation to City of Mapleton Wastewater project needs to determine impact on City system.
- 5) Coordinate one model review meeting to review results of the "dry-run" model, discuss preliminary results, and data collection gaps.

City Responsibilities

- 1) Perform field review of some model findings as applicable.

Deliverables

- ☐ AquaTwin Sewer "dry-run"hydraulic model.
- ☐ Field verification plan that identifies field survey needs and data collection gaps.

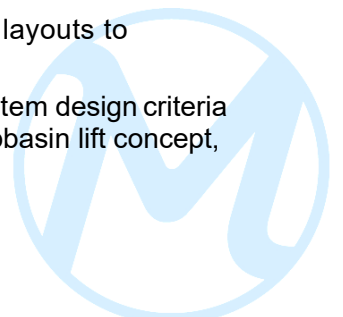
Task 1.5 – Finalize Existing System Model and Develop Future Sanitary Sewer Collection System Model

Objective

Finalize the existing system hydraulic model based upon additional data obtained in the field survey and load the model based upon existing wastewater collection system flow data.

Develop the future system hydraulic model based on assumed subbasins.

- 1) Incorporate adjusted field survey data (as required) into the sewer model.
- 2) Load existing dry weather and wet weather flows into the hydraulic model, based upon existing flow data.
- 3) Complete quality control (QC) review of the existing model.
- 4) Conduct meeting with City Planning & Zoning staff to discuss current and future development and land use assumptions to be incorporated into the sewer model based on Growth Area Master Plan, other applicable city-led land-use projects, population projections, etc.
- 5) Develop and establish subbasin development of future flows for loading into the hydraulic model.
- 6) Develop SSCMP layout and infrastructure phasing plan with associated layouts to help organize projected growth/development.
- 7) Develop and confirm applicable master planning wastewater collection system design criteria along with lift station design concepts to evaluate including regional vs. subbasin lift concept,



equalization ponds, sump pump design criteria, and future City of Fargo collection system connection locations.

- 8) Perform a hydraulic analysis on the existing and future system alternatives to identify deficiencies and identify necessary upgrades.
- 9) Develop a minimum of (3) redundancy options between the existing regional lift station, SA-40 and the proposed new master redundant lift station. Perform a hydraulic analysis of redundancy alternatives to identify effects on system model.
- 10) Identify the discrete system improvements needed to correct the deficiencies identified during the system analysis described above.
- 11) Complete quality control (QC) review of the future model and results.
- 12) Evaluate non-monetary criteria for alternative evaluation and prioritization.
- 13) Conduct sanitary sewer collection system model review meeting.
- 14) Conduct review meeting with City of Fargo to discuss City collection system modeling results, future connection locations and other related topics.

City Responsibilities

- 1) Review and comment on Existing Sanitary Sewer Model.
- 2) Review tech memo and assist in resolving inconsistent model inputs.

Assumptions

- ☐ AquaTwin Sewer software will be used for modeling purposes
- ☐ Wet weather flows will be developed using the R,T,K method, calibrated to existing flow data.
- ☐ Moore will complete field survey if required.

Deliverables

- ☐ Final sewer model (AquaTwin Sewer) with recommended system improvements.
- ☐ Tech memo identifying system existing and future system improvements and/or deficiencies with proposed solutions based on model results.
- ☐ Network and Basin Map of the City Collection System.

Task 1.6 – Preliminary Master Redundant Lift Station Design

Objective

Prepare conceptual design of a master redundant lift station including the preliminary location, sizing, and configuration of a regional lift to provide redundancy to the existing regional SA-40 lift station and the future growth area identified in **Figure 1** based on the City Collection System model.

- 1) Evaluate up to three (3) future lift station site locations and determine preferred alternative location.
- 2) Complete 10% preliminary design and sizing of future master redundant lift station.



- 3) Prepare preliminary design drawings of future lift station based on modeling results incorporating existing system, future system, and redundancy analysis data.
- 4) Evaluate up to three (3) lift station types and associated cost estimates to prepare summary document to evaluate advantages vs. disadvantages. Exhibits/conceptual drawings will be prepared to illustrate the general features of each lift station alternative type.
- 5) Facilitate collaborative workshop with City staff to discuss and evaluate lift station location and design alternative focused on design complexity, operational considerations, maintenance access, and reliability.
- 6) Identify recommended future City of Fargo wastewater connection point and ensure future master redundant lift station incorporates this system component.
- 7) Identify layout and size potential equalization basin related to the existing collection system active lagoon cells and future master redundant lift station pumping requirements.
- 8) Prepare conceptual layouts for three (3) alternative locations.

City Responsibilities

- 1) Review and comment on master redundant lift station site location, types, and Fargo connection point to determine preferred alternative for preliminary design effort.

Assumptions

- ☐ Minimum design of 10% will be completed for the master redundant lift station.
- ☐ There is an understanding that a more detailed Engineer's Report will be developed for the future master redundant lift station project.

Deliverables

- ☐ Preliminary Drawings of master redundant lift station and related system improvements.
- ☐ Summarized tech memo outlining lift station design criteria.
- ☐ SSCMP project list and cost estimates for City Collection System preferred alternatives.

Task 1.7 – Environmental Compliance & Funding Evaluation

Objective

Review SSCMP system layouts and preliminary master redundant lift station from an environmental compliance perspective to identify potential project impacts.

Consultant Services

- 1) Coordinate with federal and state agencies to ensure compliance with the National Environmental Policy Act, Clean Water Act, and Endangered Species Act, as applicable.
- 2) Evaluate environmentally sensitive areas and identify opportunities for nature-based solutions.
- 3) Determine the need for environmental assessments (EA) or environmental impact statements (EIS).
- 4) Assess impacts to historic or cultural resources and initiate consultations if required.



- 5) Complete solicitation of view process and perform desktop delineation of proposed lift station site to ensure environmental compliance.

City Responsibilities

- 1) Provide information necessary to complete review during agency compliance.

Assumptions

- ☐ No permitting submittals or field investigation will be completed at this project stage.

Deliverables

- ☐ Draft and final technical memorandum describing initial environmental findings for future project compliance.

Task 1.8 – Sanitary Sewer Collection System Master Plan Preparation (Basis of Design Report)

Objective

Prepare a SSCMP document that effectively communicates the elements described in this Scope of Services.

Consultant Services

- 1) Following review and response to comments on individual technical memorandums covered under the previous tasks, prepare complete draft SSCMP for City review.
- 2) Address City comments on initial draft of SSCMP document.
- 3) Address City comments on draft SSCMP document and prepare final SSCMP document.
- 4) Coordinate meeting with Growth Area Master Plan team to recalibrate model and update infrastructure assumptions prior to finalization of SSCMP.
- 5) Coordinate final project closing meeting.

City Responsibilities

- 1) Provide one unified set of comments on each iteration of the SSCMP.
- 2) Participation in final project closing meeting.

Assumptions

- ☐ Major, substantive comments on the SSCMP's content will already have been addressed through the City's review of individual technical memorandums under the previous tasks. Comments on the complete draft plan will be limited to minor adjustments or limited final updated, formatting, and consistency across documents.

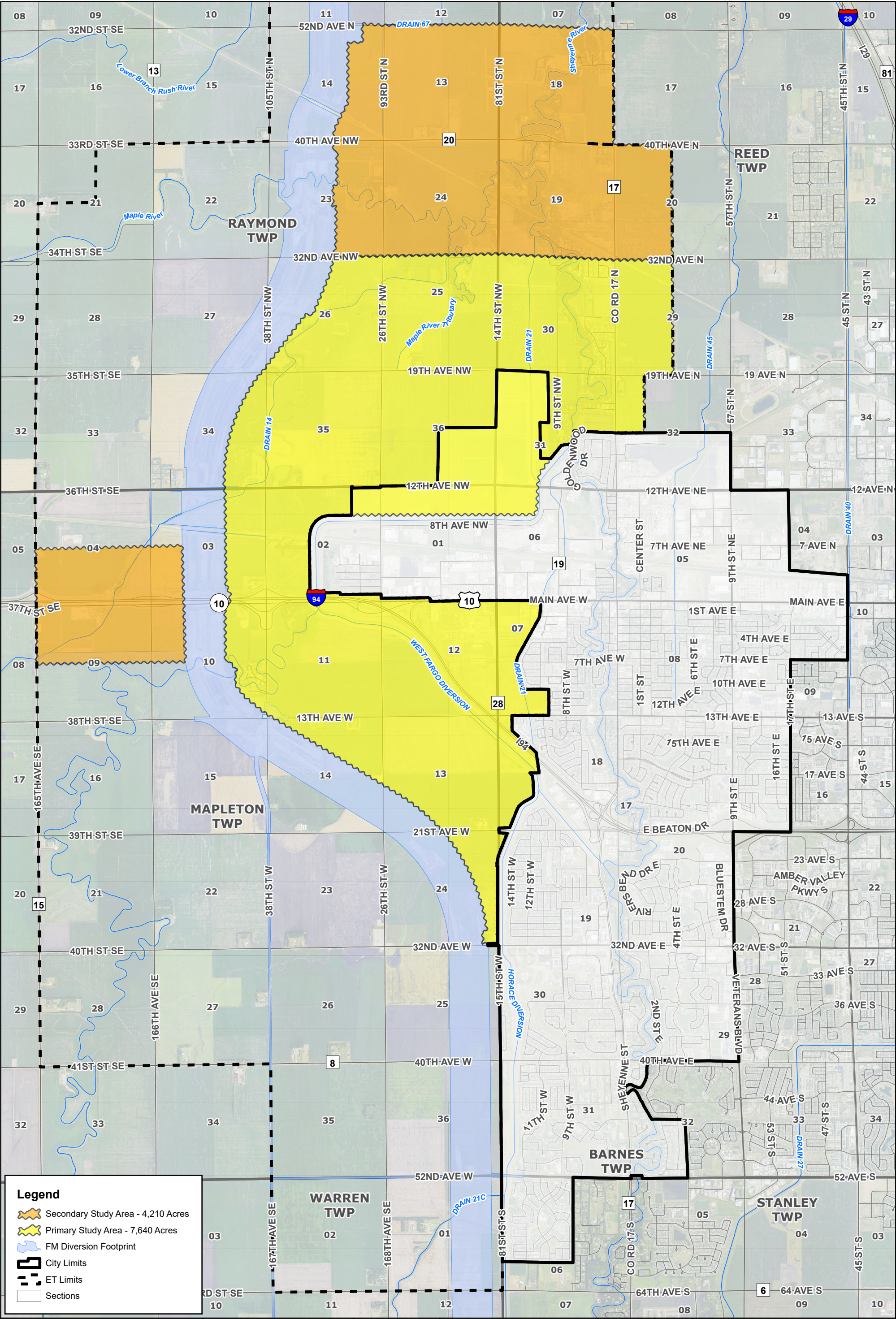
Deliverables

- ☐ Initial draft Sanitary Sewer Collection System Master Plan document for City staff review and comment (electronic copy delivered by email or file transfer protocol).



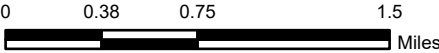
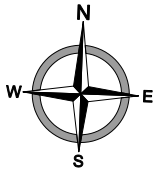
- Corrected Draft Sanitary Sewer Collection System Master Plan document for City management review (electronic copy delivered by email or file transfer protocol).
- Final Sanitary Sewer Collection System Master Plan document (electronic copy by email or file transfer protocol, 2 hard bound copies).
- Compilation of all maps, exhibits, concept layouts, cost estimates, model outputs, and related project documents.

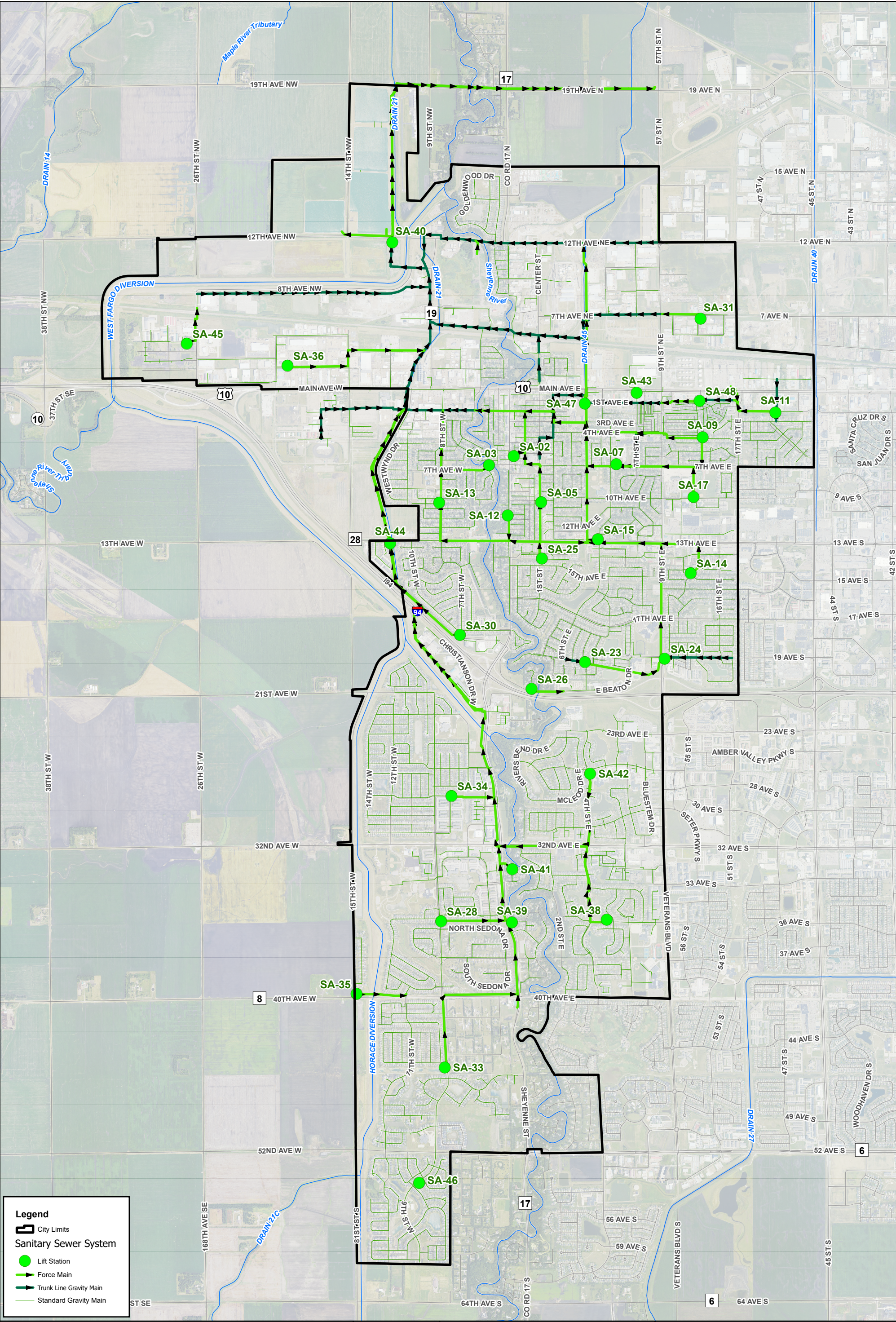




PROJECT NO. 9021
STUDY AREA
WEST FARGO, NORTH DAKOTA

Created By: TJS Date Created: 07/21/25 Date Saved: 07/21/25 Date Exported: 07/21/25
Plotted By: Parcel Date: N/A Aerial Image: 2024 FM Metro Elevation Data: Lidar
Horizontal Datum: NAD 1983 StatePlane North Dakota South FIPS 3302 Feet Vertical Datum: NAVD1988
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Legend

City Limits

Sanitary Sewer System

Lift Station

Force Main

Trunk Line Gravity Main

Standard Gravity Main

PROJECT NO. 9021
EXISTING SANITARY SEWER SYSTEM
WEST FARGO, NORTH DAKOTA

Created By: TJS Date Created: 06/25/25 Date Saved: 06/25/25 Date Exported: 06/25/25
Plotted By: Parcel Date: N/A Aerial Image: 2024 FM Metro Elevation Data: Lidar
Horizontal Datum: NAD 1983 StatePlane North Dakota South FIPS 3302 Feet Vertical Datum: NAVD1988
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Feet

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"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, Senior Director of Community & Development Services

Date: August 4, 2025

Subject: Project No. 9063 – Core Area Stormwater Study

Action: Approve Task Order No. 99

New Information and Recommendation:

On June 16, 2025, the City Commission awarded this study to Moore Engineering. Since that time, a scoping meeting has taken place to clarify and refine the scope of services resulting in the attached Task Order.

The following documents are attached for review/consideration:

- Task Order No. 99

Staff Recommendation: Approve Task order No. 99 with Moore Engineering

Background and Project Summary:

In 2023 the City applied for a grant application to study the core area's storm sewer system to analyze and model the existing system. The application was successful, and we have received a grant from the ND Department of Emergency Services to cover 75% of the cost of this study up to \$262,500.

Policy Analysis:

Completing this study utilizing the grant dollars secured will set parameters for stormwater design for multiple upcoming reconstruction projects in the core area for years to come.

Financial Analysis:

The estimated cost of this work is \$350,000. Of this amount, 75% (\$262,500) will be covered with grant funding and the remaining 25% (87,500) is proposed to be paid via Capital Improvement Sales Tax.

Previously Presented Information and Commission Actions:

June 16, 2025 –

- **Staff Recommendation:** Award Study to Consultant (Moore Engineering)
- **Commission Action:** Commissioner Olson moved and Commissioner Anderson seconded to approve. No opposition, motion carried.

EXHIBIT A to MSA

Task Order for Additional Services

This is Task Order No. 99
consisting of 14 pages.

Task Order 99

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: July 21, 2025
- b. Owner: City of West Fargo
- c. Engineer: Moore Engineering, Inc.
- d. Specific Project Title: Project No. 9063
- e. Specific Project Description: West Fargo Core Area Flooding Study
- f. Summary of Services: Identify and confirm existing drainage and collection system deficiencies within Study Area to guide planning of future capital improvement projects. The planning of future capital improvement projects will include the development of an existing & future conditions storm water model, and the preliminary design of a lift station appropriately sized to serve the storm sewer system & drainage area of the Study Area.

2. Services of Engineer

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

A. Study and Report Services

- 1. Tasks to include all work as outlined in the attached Scope of Services document.

3. City's Responsibilities

City shall have those responsibilities as follows:

- A. City shall make decisions and carry out its other responsibilities in a timely manner and shall bear all costs incident thereto so as not to unreasonably delay or interfere with the services of MEI.
- B. City shall be responsible for, and MEI may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by City to MEI pursuant to this Agreement. MEI may use such requirements, reports, data, and information in performing or furnishing services under this Agreement. Nothing in this paragraph shall be construed to require MEI to affirmatively determine the accuracy of information that is prepared for City by other licensed

professionals (including, but not limited to, land surveyors, geotechnical engineers, accountants, insurance and surety professionals, and attorneys) who are not engaged directly by MEI.

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

4. Task Order Schedule

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

- A. The anticipated start date for these services is upon execution of the Task Order or as specified below.
- B. The anticipated completion for these services within 13 months of an executed Task Order.

5. Payments to Engineer

- A. City shall pay Engineer for services rendered under this Task Order as follows:
- a. 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.
- b. Compensation for services referenced in Exhibit A are summarized in the following table(s).

TASK CATEGORY & TASK	TASK ORDER NO.	TASK ORDER FEE (\$)	TASK ORDER MAXIMUM FEE (\$)
Study & Report Services			
Core Area Flooding Study	99	\$350,000	\$350,000
ADDITIONAL SERVICES SUBTOTAL (TO 99)		\$350,000	\$350,000

- B. Engineer may alter the distribution of compensation between individual phases of the work noted in this Task Order and Task Order Amendments, to be consistent with services actually rendered, but shall not exceed the appropriate percentage of Final Construction plus the total Maximum Fee as defined herein.
- C. The terms of payment are set forth in Paragraphs 15 and 16 of the Agreement.

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

- a. HDR

7. Other Modifications to Agreement and Exhibits:

- a. None.

8. Attachments:

- a. Scope of Services – Project No. 9063 – West Fargo Core Area Flooding Study

9. Other Documents Incorporated by Reference:

- a. None.

10. Terms and Conditions

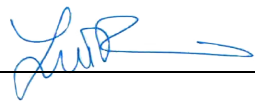
Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by City.

The Effective Date of this Task Order No. 99 is July 21, 2025.

CITY: City of West Fargo

ENGINEER: Moore Engineering, Inc.

By: _____

By:  _____

Print Name: Dan Hanson, PE

Print Name: Lee Beauvais, PE

Title: Senior Director of Community and Development Services

Title: Chief Production Officer

Engineer License or Firm's Certificate No. (if required): 011C
State of: North Dakota

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Jerrod Wallace, PE

Name: Matt Prochniak, PE

Title: City Engineer

Title: Project Manager

Address: 2515 6th Street E.
West Fargo, ND 58078

Address: 925 10th Avenue East,
West Fargo, ND 58078

E-Mail Address: Jerry.Wallace@westfargond.gov

E-Mail Address: Matt.prochniak@mooreengineeringinc.com

Phone: (701) 515-5100

Phone: (701) 282-4692

Scope of Services

Project No. 9063 – West Fargo Core Area Flooding Study

City of West Fargo, ND

Project Objective

Identify and confirm existing drainage and collection system deficiencies within Study Area to guide planning of future capital improvement projects. The planning of future capital improvement projects will include the development of an existing & future conditions storm water model, and the preliminary design of a lift station appropriately sized to serve the storm sewer system & drainage area of the Study Area.

Additional expanded project goals include: (1) The development of a storm water policy for the greater Core Area to provide recommendations on design standards specific to the Core Area, (2) Expanded watershed modeling utilizing a broader watershed model across the Core Area to understand system interactions helping to prioritize future capital improvement projects, (3) FM Diversion integration to account for regional changes from the FM Diversion Project and/or the Sheyenne River Mitigation Project, (4) 13th Avenue Reconstruction Coordination to align planning efforts with the anticipated 2029 13th Avenue reconstruction project and SM-22 drainage system, and (5) Sheyenne River Watershed Model Integration to ensure the Proj. 9063 model accounts for prior completed city storm water models.

To complete this work, the City of West Fargo (City) has contracted with Moore Engineering (Moore) to complete the scope of work. Detailed descriptions of the Tasks follow:

Overview maps are shown as **Figure 1** and **Figure 2 (attached at the end of document)**. These maps illustrate the study area boundary and the existing collection system layout in relation to lift stations, force mains, and trunk gravity mains.

Figure 1: Study Area

Figure 2: Existing Storm Sewer System



Task 1.1 – Project Management

Objective

Coordinate task activities among various Moore, subconsultant and City staff involved in the project. Manage the scope, schedule, and budget of the project.

Consultant Services

- 1) Prepare project management plan, document key deliverables, schedule, and budget items for project staff.
- 2) Regular project team correspondence.
- 3) Hold minimum monthly project meetings held virtually or in person between Moore and City project managers.
- 4) Monitor internal costs, work products, quality control process, and schedule performance over the course of the project.
- 5) Prepare and submit monthly invoices. Prepare brief written progress reports each month to accompany the invoice.

City Responsibilities

- 1) Participate in monthly project management conference calls.
- 2) Review monthly progress reports and respond to issues identified, if applicable.
- 3) Monthly payments of invoices. Communicate questions or issues to Moore Project Manager.

Assumptions

- ☐ Monthly project management meetings are assumed to be no longer than one hour in duration.
- ☐ The SSCMP will be substantially completed by August 2026.
- ☐ Thirteen (13) monthly invoices.

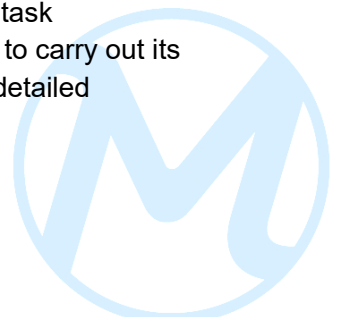
Deliverables

- ☐ Participation in conference calls as described above, including follow-up notes on key decisions and action items.
- ☐ Project Management Plan.
- ☐ Monthly invoice and progress report.

Task 1.2 – Data Collection and Existing Conditions Review

Objective

Create a common vision of the project to be accomplished along with acceptance of task responsibilities. Identify and acquire information from City records needed for Moore to carry out its assigned tasks. Collect, organize, and review existing conditions data to build upon detailed understanding of current conditions.



Consultant Services

- 1) Facilitate existing system analysis kickoff meeting to discuss data request.
- 2) Prepare a prioritized data request for submittal to the City listing information needed, years to be covered, and preferred units and data format.
- 3) Review incoming data provided by the City. Maintain and update the data request. Review progress of data transfer with City staff periodically.
- 4) Visit key project facilities with City staff, including critical lift stations within the Study Area and complete any necessary topographic surveys (i.e. Morrison Street & surrounding areas).
- 5) Record operational concerns and problems.
- 6) Televising Data: Organization of City storm sewer televising videos to identify where and when the video was collected to add data to a sanitary sewer GIS model. A general condition for each block containing CCTV will also be assigned and added to the GIS model along with a link to the assessment form (provided by the videoing contractor).
- 7) Field Verification and manhole inspections to verify condition, inverts, pipe size, material, etc. to complete and calibrate the storm sewer model. Complete with photos and assessment form to each MH. Roughly 30 manholes are planned to be investigated.
- 8) Organization of record information to identify past upgrades to the storm sewer system related to existing hydrologic and hydraulic models from previous studies.
- 9) Review of previously completed study deliverables including record drawings, design documents, and O&M manuals (i.e. Proj. 9034 Core Area CIP, Dist 4067 draft feasibility study, Downtown Sheyenne Street Reconstruction project files, Proj. 9038 – Bank Stabilization, and FM Diversion project information).

City Responsibilities

- 1) Participate in data request kickoff meeting and provide feedback on meeting minutes.
- 2) Provide storm sewer maintenance and complaint history.
- 3) Unless already on file with Moore, provide system data within the prioritized timeframe and in the formats as requested in the data request:

Assumptions

- ☐ Any survey information required will be collected by Moore.

Deliverables

- ☐ Data Request kickoff meeting minutes.
- ☐ Data request list, updated periodically as materials are provided by the City.
- ☐ Document system inventory information.

Task 1.3 – Watershed Modeling and Identification of Problem Areas (Existing Conditions Model)

Objective



Storm water modeling is a central component of this study and will be used to evaluate the performance of the existing system and identify areas in need of improvement. Build an existing system model by importing the data developed in Task 1.2.

Consultant Services

- 1) Review recent updates in stormwater modeling software to establish standardized modeling platforms and assumptions with City Staff.
- 2) Define drainage basin boundaries and modeling criteria to calibrate existing conditions model setup.
- 3) Define expectations for current use and future model integration with City Staff.
- 4) Import the file geodatabase into storm sewer system hydrologic & hydraulic model of Study Area. Hydrology will follow TR-55 methodology using GIS-based basin delineation. The storm sewer network will be modeled using field-verified rim and invert elevations, record information, and known connectivity.
- 5) Perform a "dry-run" analysis to determine continuity errors and data gaps. Simulations will include the 2-, 5-, 10-, 25-, 50-, and 100-year events to assess: undersized pipes and surcharge locations, areas with inadequate drainage or surface ponding, sensitivity to elevated Sheyenne River stages and restricted outflow conditions.
- 6) Develop a field verification plan to identify areas that need additional field verification, based on the initial hydraulic modeling results.
- 7) Coordinate one model review meeting to review results of the "dry-run" model, discuss preliminary results, and data collection gaps.

City Responsibilities

- 1) Perform field review of some model findings as applicable.

Deliverables

- ☐ Existing Conditions "dry-run"hydraulic model.
- ☐ Field verification plan that identifies field survey needs and data collection gaps.

Task 1.4 – Finalize Existing System Model and Develop Future System Model

Objective

Finalize the existing system hydraulic model based upon additional data obtained in the field survey. Develop the future system hydraulic model to evaluate proposed improvement scenarios for the interior drainage system. Alternatives will aim to reduce flooding impacts and improve the long-term resilience of the system. Potential improvements will include both gravity and pumped systems, inter-basin relief connections, and routing strategies that enhance overall system performance.



- 1) Incorporate adjusted field survey data (as required) into model and simulate the same storm events as defined in Task 1.3.
- 2) Complete quality control (QC) review of the existing model.
- 3) Develop and establish watersheds of Study Area for loading into the hydraulic model to evaluate multiple conceptual improvement scenarios.
- 4) Develop storm water policy for Core Area identifying design standards specific to the built-out Core Area.
- 5) Account for future regional drainage changes from the FM Diversion Project, including the removal of Sheyenne River control gates, modeling effort, and lift station. Coordinate with USACE modeling team and identify intermittent milestones/checkpoints to verify data and calibrate model information.
- 6) Evaluate model results with planning efforts of the 2029 13th Avenue reconstruction project and evaluate how the proposed lift station at 622 Morrison Street may impact or interact with the existing SM-22 system.
- 7) Integrate existing models within the Sheyenne River Watershed (throughout City) into future conditions model.
- 8) Perform analysis on the existing and future system outputs to identify deficiencies, identify necessary system upgrades, and review alternatives.
- 9) Complete quality control (QC) review of the future model and results.
- 10) Generate post-improvement surcharge/inundation maps to measure performance gains.
- 11) Evaluate non-monetary criteria for alternative evaluation and prioritization.
- 12) Conduct storm sewer collection system model review meeting.

City Responsibilities

- 1) Review and comment on updated existing model & future conditions model.
- 2) Review technical memorandum and assist in resolving inconsistent model inputs.

Assumptions

- ☐ Infoworks ICM software will be used for modeling purposes

Deliverables

- ☐ Final model (Infoworks ICM) with recommended system improvements.
- ☐ Technical memorandum identifying system existing and future system improvements and/or deficiencies with proposed solutions based on model results.
- ☐ Network and watershed map of the drainage system.

Task 1.5 – Interior Drainage Flood Mitigation Plan Report & Preliminary Lift Station Design

Objective



The results of Task 1.3 & 1.4 will be compiled into a formal report that outlines both existing system limitations and recommended upgrades. As part of this plan, Moore will provide at minimum a 10% conceptual design for the proposed storm water lift station at 622 Morrison Street. The report will also include mapping exhibits, cost estimates, and planning-level recommendations for design refinement.

- 1) Complete preliminary design and sizing of future lift station up to 10% of the overall design.
- 2) Prepare preliminary design drawings of future lift station based on modeling results incorporating existing system, future system, and redundancy analysis data.
- 3) Evaluate at a minimum (3) lift station types and prepare a summary document to evaluate advantages vs. disadvantages.
- 4) Facilitate collaborative workshop with City staff to discuss and evaluate lift station location and design alternative focused on design complexity, operational considerations, maintenance access, and reliability.
- 5) Include watershed boundary maps, infrastructure alignment, and improvement locations.
- 6) Document assumptions, inputs, and methodologies used in modeling effort.
- 7) Coordination meeting with City Staff to discuss developing a model maintenance, update and administrative plan.
- 8) Present tabulated and graphical modeling results for existing and future conditions.
- 9) Provide planning-level cost estimates for the preferred improvement options.
- 10) Scope Benefit-Cost Analysis effort related to the need of a new storm sewer lift station.

City Responsibilities

- 1) Review and comment on lift station site location and types to determine preferred alternative for preliminary design effort.

Assumptions

- ☐ Minimum design of 10% will be completed for the lift station.
- ☐ There is an understanding that a more detailed Engineer's Report will be developed for the future lift station project.
- ☐ If a complete Benefit-Cost Analysis is requested by the City, this effort will be scoped as additional work to this current scope of services.

Deliverables

- ☐ Preliminary Drawings of lift station and related system improvements.
- ☐ Summarized Interior Drainage Flood Mitigation Plan. This report will summarize all modeling results and preliminary design efforts including outlining lift station design criteria.
- ☐ Cost estimates for preferred alternatives.

Task 1.6 – Environmental & Cultural Compliance Review

Objective

This task will be conducted concurrently with engineering analysis to assess the environmental and



cultural resource implications of the recommended improvements. Moore will coordinate with federal and state agencies to ensure compliance with the National Environmental Policy Act, Clean Water Act, and Endangered Species Act, as applicable.

Consultant Services

- 1) Coordinate with federal and state agencies to ensure compliance with the National Environmental Policy Act, Clean Water Act, and Endangered Species Act, as applicable.
- 2) Evaluate environmentally sensitive areas and identify opportunities for nature-based solutions.
- 3) Determine the need for environmental assessments (EA) or environmental impact statements (EIS).
- 4) Assess impacts to historic or cultural resources and initiate consultations if required.
- 5) Complete solicitation of view process and perform desktop delineation of proposed lift station site to ensure environmental compliance.

City Responsibilities

- 1) Provide information necessary to complete review during agency compliance.

Assumptions

- ☐ No permitting submittals or field investigation will be completed at this project stage.

Deliverables

- ☐ Draft and final technical memorandum describing initial environmental findings for future project compliance.

Task 1.7 – Project Closeout

Objective

At the conclusion of the study, Moore will compile and deliver all final documentation and supporting materials described in the Scope of Services. A closeout meeting will be held with City staff to review findings, answer questions, and outline next steps for implementation, design coordination, and potential funding pursuits.

Consultant Services

- 1) Coordinate final project closing meeting to review findings, answer questions, and outline next steps for implementation, design coordination, and next steps for future project construction.
- 2) Following review and response to comments on individual technical memorandums covered under the previous tasks, prepare draft compilation of all documents for City review.
- 3) Address City comments on any deliverables.



City Responsibilities

- 1) Participation in final project closing meeting.

Assumptions

- ☐ None.

Deliverables

- ☐ Storm water model files and supporting GIS data.
- ☐ Compilation of all maps, exhibits, concept layouts, cost estimates, model outputs, and related project documents used to develop final recommendations within technical report.
- ☐ Technical report (as described in Task 1.5) with conceptual design, maps, and cost estimates summarizing modeling results and planning recommendations.



ORDINANCE NO. 1260

AN ORDINANCE TO AMEND AND REENACT SECTION 10-0115 RELATING TO ADMINISTRATIVE HEARING/WAIVER; TO CREATE AND ENACT SECTION 10-0138 RELATING TO PROOF OF IDENTIFICATION; AND TO AMEND AND REENACT SECTIONS 12-0202 RELATING TO HARASSMENT, 13-0202 RELATING TO DRIVING WHILE LICENSE SUSPENDED OR REVOKED, 13-0304 RELATING TO PROPER DISPLAY OF LICENSE UPON VEHICLE, 13-0309 RELATING TO CARELESS DRIVING, 13-0703 RELATING TO ONE-WAY STREETS AND ALLEYS, 13-0921 RELATING TO AUTHORIZED EMERGENCY VEHICLES, 13-1103 RELATING TO SPEED LIMITS, 13-1506 RELATING TO TINTED WINDOWS, 13-1515 RELATING TO FLASHING LIGHTS, AND 13-1623.6 RELATING TO CERTIFICATE FOR PARKING PRIVILEGES FOR MOBILITY IMPAIRED, AND TO CREATE AND ENACT SECTION 13-0315 RELATING TO MOTOR VEHICLE OWNER'S RESPONSIBILITY REGARDING A DRIVER WHO FLEES A PEACE OFFICER – EXCEPTIONS, ALL OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO.

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

SECTION 1. Section 10-0115 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

10-0115. ADMINISTRATIVE HEARING/WAIVER. If a person has information that a licensed retailer of alcoholic beverages has violated any provisions of this chapter, the person may file with the City Attorney an affidavit specifically explaining the violation within fourteen (14) days of the date of the alleged violation. If a person timely files an affidavit under this section, the City Attorney sets the matter for hearing not later than the next regular meeting of the Liquor Control Board. A copy of this affidavit and notice of hearing must be mailed to the licensee by registered mail not less than five (5) days before such hearing.

1. The City Attorney will notify the licensee of the reason for the hearing, and specify the time and place of the hearing. The notice, and affidavits filed in support of the suspension or revocation, are served in the same manner as provided by law with the service of the summons in the civil action, or by certified mail.
2. A record of the hearing must be made by the use of an electronic recording device, or otherwise. If after such hearing, the Liquor Control Board determines that sufficient cause exists for the suspension or revocation of the license issued pursuant to the provisions of this chapter, the Liquor Control Board may make its order for immediate suspension or revocation of the license.
3. If after such hearing the Liquor Control Board finds the violations charged in the affidavit have been proved by the evidence, an order must be served on the licensee revoking or suspending the licensee's license for a period of time. Such action may be appealed to the City Commission, who will hear and decide the appeal. The City Commission may affirm, modify, or deny the appeal by issuing a written decision.

The appeal to the City Commission must be commenced by following the procedure set forth in Section 10-0103. The decision of the City Commission may be appealed to the district court by following the appeal procedure set forth in chapter N.D.C.C. § 28-34-01, except that the order revoking or suspending the license is inoperative while the appeal is pending. (N.D.C.C. § 05-02-11).

SECTION 2. Section 10-0138 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby created and enacted to read as follows:

10-0138. EVIDENCE OF AN INDIVIDUAL UNDER TWENTY-ONE YEARS OF AGE IN LICENSED PREMISES – PROOF OF IDENTIFICATION – REFUSAL – PENALTY.

1. If a peace officer has reasonable and articulable suspicion that an individual under the age of twenty-one is in a licensed premises for a purpose prohibited under section 10-0120, the peace officer may request the individual to furnish a nondriver photo identification card or an operator's license to verify the individual's age.
2. An individual who refuses to provide proof of identification upon request is guilty of an infraction.
3. If an individual charged with an infraction under this section produces a nondriver photo identification card or an operator's license before the final disposition of the infraction establishing the individual was twenty - one years of age or older at the time of the peace officer's request to furnish identification, the prosecuting attorney shall dismiss the infraction against the individual.

(Source: North Dakota Cent. Code § 5-02-06.1)

SECTION 3. Section 12-0202 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

12-0202. HARASSMENT.

1. As used in this section “robot” means an artificial object or system that senses, processes, and acts using technology, including the associated elements, communication links, and artificial intelligence. The term includes remotely piloted aircraft.
2. A person is guilty of an offense if, with intent to frighten or harass another, the person:
 - a. Communicates in writing or by telephone a threat to inflict injury on any person, to any person’s reputation, or to any property;

- b. Makes a telephone call anonymously or in offensively coarse language;
 - c. Makes or causes to be transmitted repeated telephone calls, text messages, email communications, or other forms of electronic communication, whether or not a conversation ensues, with no purpose of legitimate communication;
 - d. Communicates a falsehood in writing or by telephone and causes mental anguish; or
 - e. Uses a robot to engage in offensive conduct with no legitimate purpose.
3. The offense is a class A misdemeanor if it is under subdivision a of subsection 42 or subsection 45. Otherwise it is a class B misdemeanor.
 4. Any offense defined herein and committed by use of a telephone may be deemed to have been committed at either the place at which the telephone call or calls, text message or messages, electronic mail or other forms of electronic communication were made or at the place where the telephone call or calls, text message or messages, electronic mail or other forms of electronic communication were received.
 5. A person who telephones a 911 emergency line with the intent to annoy or harass another person or who makes a false 911 report is guilty of a class A misdemeanor.
 - a. Intent to annoy or harass is established by proof of one or more calls with no legitimate 911 purpose.
 - b. Upon conviction of a violation of this subsection, a person is also liable for all costs incurred by any unnecessary emergency response.
 6. Any offense defined herein is deemed communicated in writing if it is transmitted electronically, by electronic mail, facsimile, text message, or other similar means.

(Source: North Dakota Cent. Code § 12.1-17-07)

SECTION 4. Section 13-0202 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

13-0202. DRIVING WHILE LICENSE SUSPENDED OR REVOKED.

1. Except as provided in Section 39-06.1-11 of the North Dakota Century Code, an individual who operates a motor vehicle on a highway or on public or private areas to which the public has a right of access for vehicular use in this state while an individual's operator's license is suspended or revoked in any jurisdiction is guilty of a class B misdemeanor for the first, second or third offense within a five-year

period. Any subsequent offense within the same five-year period is a class A misdemeanor.

2. If a suspension or revocation was imposed for violation of Section 39-08-01 of the North Dakota Century Code or equivalent ordinance or was governed by Section 39-06-31 or Chapter 39-20, the sentence must be at least four (4) consecutive days' imprisonment and such fine as the court deems proper. The execution of sentence may not be suspended or the imposition of sentence deferred under Subsection 3 or 4 of Section 12.1-32-02 of the North Dakota Century Code. Forfeiture of bail is not permitted in lieu of the defendant's personal appearance in open court for arraignment on a charge under this subsection.
3. A court may dismiss a charge under this section upon motion by the defendant if the defendant's operator's license is reinstated within sixty days of the date of the offense and the defendant provides to the court satisfactory evidence of the reinstatement. Alternatively, upon motion, a court may grant a motion to amend a charge under this section to a violation of section 13-0312.
4. In addition to any other punishment imposed, the court may order the number plates of the motor vehicle owned and operated by the offender at the time of the offense to be destroyed by the sheriff. If a period of suspension has been extended under Subsection 6 of Section 39-06-17 of the North Dakota Century Code, the court may order the number plates to be destroyed in accordance with this subsection. The offender shall deliver the number plates to the court without delay at a time certain as ordered by the court following the conviction. The court shall deliver the number plates to the sheriff and notify the department of the order. An offender who does not provide the number plates to the court at the appropriate time is subject to revocation of probation.
5. The municipal judge may order destruction of motor vehicle number plates by the office of the police officer that made the arrest in the manner provided in subsection 4.

(Source: North Dakota Cent. Code § 39-06-42)

SECTION 5. Section 13-0304 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

13-0304. PROPER DISPLAY OF LICENSE UPON VEHICLE. It shall be unlawful for any person to commit any of the following acts:

1. To operate or drive a vehicle on the public highways of this state unless the vehicle has a distinctive number assigned to it by the department, and two number plates, bearing the distinctive number conspicuously displayed, horizontally and in an upright position, one on the front and one on the rear of the vehicle, each securely fastened, except number plates assigned to a motorcycle, trailer, or house trailer

must be attached to the rear thereof. An individual may operate a motor vehicle on a public highway with a valid temporary registration permit. A temporary registration permit obtained from the department of transportation or a licensed motor vehicle dealer must be displayed on the rear window, the rearmost driver's side window, or in the location of the rear license plate. The temporary registration permit must be clearly visible and free of any obstructions. When only one number plate is furnished for an apportioned vehicle licensed under the international registration plan as authorized in Section 39-19-04 North Dakota Cent. Code, truck tractor, or semitrailer, the plate must be attached to the front of the apportioned vehicle or truck tractor and the rear of the semitrailer. The bottom of each number plate must be at a height of not less than twelve (12) inches [30.48 centimeters] above the level surface upon which the vehicle stands. Each plate must be mounted in a manner that does not cover any words, letter, or number on the plate. As far as is reasonably possible, the plates must at all times be kept free and clear of mud, ice, or snow so as to be clearly visible and all number plates, markers, or evidence of registration or licensing except for the current year must be removed from the vehicle. All vehicle license plates issued by the department continue to be the property of the state of North Dakota for the period for which the plates are valid. An annual registration tab or sticker for the current registration year must be displayed on each number plate, in the area designated by the department for the tab or sticker, in those years for which tabs or stickers are issued in lieu of number plates;

2. To operate, or for the owner of the vehicle to knowingly permit anyone to operate, upon a highway any vehicle, the registration of which has been canceled or revoked, or which is not registered, or which does not have attached thereto and displayed thereon a current number plate, plates, temporary registration permit or validation tabs assigned thereto by the Registrar of the Motor Vehicle Department of the State of North Dakota, or his appropriate counterpart from another state, subject to the exemptions allowed in this chapter;
3. To display or cause to be displayed, or to have in possession any registration card, registration number plate, temporary registration permit, or validation tabs knowing the same to be fictitious or to have been canceled, revoked, suspended, or altered;
4. To lend any registration number plate, registration card, temporary registration permit, or validation tabs to any person not entitled thereto, or knowingly permit the use of any registration number plate or registration card by any person not entitled thereto;
5. To fail or refuse to surrender to the department, upon demand, any registration card, registration number plate, temporary registration permit, or validation tab which has been suspended, canceled, or revoked as is provided in this chapter;

6. To use a false or fictitious name or address in any application for the registration of any vehicle, or for any renewal or duplicate thereof, or knowingly to make a false statement or knowingly to conceal a material fact or otherwise to commit a fraud in any application;
7. The highway patrol and all other road or police officers shall enforce the provisions of this chapter;
8. To operate, or for the owner thereof knowingly to permit anyone to operate a motor vehicle on a highway if the owner is employed in this state on a temporary or full-time basis, is a resident of the state, and does not have a temporary registration permit when required under subsection 1 of section 39-04-18.2 of the North Dakota Century Code. As used in this subsection, the term "resident" means a resident as defined under subsection e of subsection 2 of section 39-04-18; and
9. Any person violating any of the provisions of this section for which another penalty is not specifically provided is guilty of a class B misdemeanor.

(North Dakota Cent. Code § 39-04-37)

SECTION 6. Section 13-0309 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

13-0309. CARELESS DRIVING.

1. No person may drive a vehicle at a speed greater than is reasonable and prudent under the conditions and shall drive with regard to existing actual and potential hazards. Every person shall drive at a safe and appropriate speed when approaching and crossing an intersection or railroad grade crossing, when approaching and going around a curve, when approaching a hill crest, when traveling upon any narrow or winding roadway, and when special hazards exist with respect to pedestrians, other traffic, weather, or highway conditions. Any person who drives a vehicle upon a highway or private or public property open to the public for the operation of motor vehicles in violation of the requirements or restrictions of this section has committed careless driving.
2. An individual is guilty of an infraction if the individual violates subsection 1 of this section and:
 - a. Causes and inflicts injury on the person of an operator of snow removal equipment engaged in snow removal operations or causes;
 - b. Causes and inflicts injury on the person of:

- (1) A first responder acting within their official capacity and displaying a visible flashing, revolving, or rotating blue, white, or red light, or hazard warning signal, while stationary on the side of a roadway;
 - (2) The operator or occupant of an authorized emergency vehicle acting within their official capacity and displaying a visible flashing, revolving, or rotating blue, white, or red light, or hazard warning signal, while stationary on the side of a roadway; or
 - (3) An individual assisting another individual displaying a visible hazard warning light while stationary on the side of a roadway;
- c. Causes damage in excess of four thousand dollars to snow removal equipment engaged in snow removal ~~is guilty of an infraction~~; or
 - d. Causes damage in excess of four thousand dollars to an authorized emergency vehicle.
3. As used in this section, "snow removal equipment" means a vehicle that is operated by an individual employed by or on behalf of an authority in charge of the maintenance of the highway to perform winter maintenance snow and ice removal, including plowing, hauling away, salting, and sanding.

(Source: North Dakota Cent. Code § 39-09-01)

SECTION 7. Section 13-0703 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

13-0703. ONE-WAY STREETS AND ALLEYS.

1. Upon one-way streets and alleys, vehicular traffic shall move only in the indicated direction when signs indicating the direction of traffic are erected and maintained.
2. A vehicle passing around a rotary traffic island must be driving only to the right of such island.
3. After a vehicle enters a rotary traffic island, the vehicle may ~~not~~ exit from any position within the rotary traffic island without ~~first~~ giving a signal of intention to exit the rotary traffic island.

SECTION 8. Section 13-0921 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted by adding a new paragraph 7 to read as follows, and any subsequent paragraphs will be renumbered:

13-0921. AUTHORIZED EMERGENCY VEHICLES.

* * *

7. A Class B authorized emergency vehicle may display a flashing blue light when the vehicle is stopped on a highway. A Class B authorized emergency vehicle may not display a flashing blue light when transporting another vehicle or when traveling on a highway.

SECTION 9. Section 13-1103 of the Revised Ordinances of 1990 of the City of West

Fargo, North Dakota, is hereby amended and reenacted to read as follows:

13-1103. INCREASE OR DECREASE OF SPEED LIMITS. The Chief of Police, subject to the approval of the Board of City Commissioners, may increase or decrease the speed limits as set by Section 13-1101 above, providing signs giving notice of such changes are properly placed and maintained. In addition, the Public Works Director, in consultation with the Chief of Police, has the authority to post lower speed limits in construction zones without Commission approval. The fee for speeding in a construction zone will be as provided for in Section 39-06.1-06(13), N.D.C.C.. The increased fine in this section does not apply unless individuals engaged in construction are present at the time and place of the violation and the posted speed limit sign states "Minimum Fee \$80150".

SECTION 10. Section 13-1506 of the Revised Ordinances of 1990 of the City of West

Fargo, North Dakota, is hereby amended and reenacted to read as follows:

13-1506. WINDSHIELDS MUST BE UNOBSTRUCTED AND EQUIPPED WITH WIPERS - TINTED WINDOWS.

1. A motor vehicle must be equipped with a windshield. No person shall drive a motor vehicle with any sign, poster, frost, condensation, or other nontransparent material upon or in place of the front windshield, side wings, side or rear windows of such motor vehicle, other than a certificate or other paper required to be so displayed by law.
2. The windshield on every motor vehicle shall be equipped with a device for cleaning rain, snow or other moisture from the windshield, which device shall be so constructed as to be controlled or operated by the driver of the vehicle.
3. Every windshield wiper upon a motor vehicle must be maintained in good working order.
4. An individual may not operate a motor vehicle with any object, material, or tinting displayed, affixed, or applied on the front windshield or any window unless the object, material, or tinting in conjunction with the windshield upon which it is displayed, affixed, or applied has a light transmittance of at least

seventy percent or the object, material, or tinting in conjunction with a window other than the windshield upon which it is displayed, affixed, or applied has a light transmittance of at least thirty-five percent. This subsection does not apply to windows behind the operator if the motor vehicle is equipped with outside mirrors on both sides which meet the requirements of Section 13-1505.

5. Subsection 4 does not apply to nonreflective sunscreening or window tinting material above the AS-1 line or within the top five inches (12.7 centimeters) of the windshield.
6. A windshield may not be shattered or in such a defective condition that the windshield materially impairs or obstructs the driver's clear view.

(Source: North Dakota Cent. Code § 39-21-39 and 39-21-39.1)

SECTION 11. Section 13-1506 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

13-1515. FLASHING LIGHTS, PROHIBITION. Flashing lights are prohibited except on an authorized emergency vehicle, school bus, snow removal equipment, a vehicle owned by a funeral home, which may display a flashing purple light only while used for the purpose of escorting a funeral procession, or on any vehicle as a means of indicating a right or left turn, or the presence of a vehicular traffic hazard requiring unusual care in approaching, overtaking or passing.

SECTION 12. Section 13-1623.6 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

13-1623. PARKING PRIVILEGES FOR MOBILITY IMPAIRED - CERTIFICATE - REVOCATION.

* * *

6. A certificate issued under this section must be hung from the rearview mirror or placed on the dashboard of the motor vehicle whenever the vehicle is occupying a space reserved for the mobility impaired and is being used by a mobility-impaired person or another person for the purposes of transporting the mobility-impaired person. No part of the certificate may be obscured. A fee of five dollars may be imposed for a violation of this subsection.

SECTION 13. Section 13-0315 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby created and enacted to read as follows:

13-0315. MOTOR VEHICLE OWNER'S RESPONSIBILITY REGARDING A DRIVER WHO FLEES A PEACE OFFICER - EXCEPTIONS.

1. The owner of a motor vehicle involved in a violation of N.D.C.C. Section 39-10-71 is presumed to have violated this section.
2. A peace officer may proceed in accordance with this section instead of pursuing the driver of a motor vehicle who flees or attempts to elude the peace officer after being given a visual or audible signal to bring the vehicle to a stop.
 - a. A peace officer may investigate the violation and prepare a traffic citation under this section.
 - b. A peace officer may issue a traffic citation under this section in accordance with the North Dakota Rules of Civil Procedure to the motor vehicle owner within ninety - six hours after observing the violation.
3. A motor vehicle owner may not be found to have violated this section if:
 - a. The driver operating the motor vehicle at the time of the violation of N.D.C.C. Section 39-10-71 has been charged with a violation of N.D.C.C. Section 39-10-71.
 - b. The motor vehicle was reported stolen before the violation occurred or within a reasonable time after the violation occurred.
 - c. The motor vehicle owner assists or cooperates with a peace officer to demonstrate the owner was not the one who operated the motor vehicle at the time and place of the violation of N.D.C.C. Section 39-10-71.
 - d. The motor vehicle owner provides information that demonstrates the owner was not the driver of the motor vehicle at the time of the offense.
4. A motor vehicle owner may not be found to have violated this section, and the lessee is presumed to have violated this section, if the motor vehicle owner is a lessor of vehicles and at the time of the violation of N.D.C.C. Section 39-10-71 the motor vehicle was in the possession of a lessee, and the lessor provides a peace officer with the motor vehicle's registration number and the name, address, and operator's license number of the individual renting or leasing the motor vehicle.
5. An individual may not be charged both with violating this section and N.D.C.C. Section 39-10-71 for acts arising out of the same incident or occurrence.
6. This section may not apply to a motor vehicle rental company that rents motor vehicles to customers for a period of ninety days or less.

SECTION 14. Effective Date. This ordinance shall be in full force and effect from and after the date of its final passage and publication.

President of Board of City Commissioners
of the City of West Fargo, North Dakota

ATTEST:

City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication: