

## Meeting Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approve Order of Agenda
- E. Approval of Minutes -- February 2, 2026
- F. Building Permits

## Consent Agenda - Approve the Following:

- a. Bills
- b. 2026 CIP Project Funding Opportunity -- Jerry Wallace, City Engineer
  - Authorize Engineer to submit DWR Applications for construction costs for the applicable 2026 CIP Projects
- c. A26-1 Sukut's 2nd Subdivision, request for Conditional Use Permit to allow an illuminated sign in a residential district
- d. Charleston II Townhomes – Sale of LIHTC Property
- e. City of West Fargo Designated Depositories
- f. Pledge of Securities as of 9-30-2025 and 12-31-2025
- g. Monthly Financial Statement as of December 31, 2025
- h. Monthly Financial Statement as of January 31, 2026
- i. Games of Chance for David Diedrich Leukemia Fund Inc at Precison Plumbing Heating Cooling and Dirtworks on June 5, 2026
- j. Resolution Setting Fire Code Permit Fees

## 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 to attend. City Commission Meeting Public Comment | West Fargo, ND ([westfargond.gov](http://westfargond.gov))
2. Public Hearings (each item will adjourn out of regular meeting into a public hearing)
  - a. Excavation Code Ordinance and ROW Management Policy Adoption
    - Jerry Wallace, City Engineer
      - First Reading to Amend the Excavation Code Ordinance and Adopt Resolution approving Right-of-Way Management Policy
3. Update on Public Works Expansion Progress -- Public Works
4. Building Code Adoption and Fee Updates -- Mark Housh, Inspections Administrator and Dell Sprecher, Deputy Fire Chief of Community Risk Reduction

5. Improvement District No. 2294 – 6th St and 23rd Ave E – Intersection Improvements  
-- Jerry Wallace, City Engineer
  - Accept bid and Award Contract
6. Project No. 2284 – 2026 HSIP Intersections – Turn Lane Realignments -- Jerry Wallace, City Engineer
  - Approve Task Order No. 6-1 with Bolton & Menk
7. 2026 Public Works Mill & Overlay -- Jerry Wallace, City Engineer
  - Create Project No. 2300 and Direct Engineer to prepare an Engineer's Report
8. Improvement District No. 2296 – Shadow Wood Neighborhood Pavement Rehabilitation  
-- Jerry Wallace, City Engineer
  - Accept Bid and Award Contract
9. Improvement District No. 2297 – South Pond Neighborhood Pavement Rehabilitation  
-- Jerry Wallace, City Engineer
  - Accept Bid and Award Contract
10. Improvement District No. 1351 – Sanitary Lift Station (SA-27) Rehabilitation  
-- Jerry Wallace City Engineer
  - Approve extra pump purchase for SA-27
11. Closed Executive Session for purposes of discussing security system, disaster, and emergency plans, in accordance with N.D.C.C. 44-04-18.4(7) and 44-04-24(1).
12. City Administrator's Report -- Dustin Scott, City Administrator
13. Correspondence
14. Non-Agenda Items
15. Adjourn



## **Meeting Items**

### **A. Call to Order**

The West Fargo City Commission meeting was held in the City of West Fargo Commission Chambers on Monday, February 2, 2026.

### **B. Pledge of Allegiance**

The Pledge of Allegiance was recited with Scouting America Troop 213.

### **C. Roll Call**

Commissioner Rory Jorgensen – present; Commissioner Amy Zundel – present; Commissioner Bernie Dardis – present; Commissioner Brad Olson – present; Commissioner Roben Anderson – present; All Commissioners were present, there were no Commissioners absent from the meeting.

### **D. Approve Order of Agenda**

Commissioner Anderson moved and Commissioner Jorgensen seconded to approve 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 -- January 19, 2026**

Commissioner Zundel moved and Commissioner Olson seconded to approve the minutes of January 5, 2025. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the minutes of January 5, 2025, was declared carried.

### **F. Building Permits**

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



**Consent Agenda - Approve the Following:**

- a. Bills**
- b. Improvement District No. 2265 – 9th St & 7th Ave NE Reconstruction**
  - **Adopt Resolution Approving Contract and Contractor's Bond and Authorize Notice to Proceed**
- c. Improvement District No. 3008 – Meadowridge Development Reconstruction – Phase 1**
  - **Approve Plans and Specifications and Direct Advertisement for Bids**
- d. Games of Chance for West Fargo Packer Backers at Stage West on March 27, 2026**
- e. Games of Chance for Brothers Keepers MC Centralia at Hooligans on August 1, 2026**

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

**Regular Agenda**

**1. Public Comment**

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

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

There was no one from the public signed up to speak during this time.

**2. Proclamation for 100th Anniversary of Scouting America Troop 213 -- Bernie Dardis, Commission President**

Commission President Dardis read and signed the Proclamation for 100th Anniversary of Scouting America Troop 213.

**3. Public Hearings (each item will adjourn out of regular meeting into a public hearing)**  
**a. PILOT incentive request and Public Hearing for MARKAR LLP (DBA Sandy's Donuts)**

The Public Hearing was held for the PILOT incentive request for MARKAR LLP. Commissioner Jorgensen moved Commissioner Olson seconded to approve the PILOT incentive request and Public Hearing for MARKAR LLP (DBA Sandy's Donuts) for five years. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve the PILOT incentive request and Public Hearing for MARKAR LLP (DBA Sandy's Donuts) for five years, was declared carried.

**4. Project No. 2293 – 9th Street NE – Grade Separation -- Dan Hanson, Sr. Director of Community & Development**

**• Direct and Approve Engineer's Report and Direct Engineer to prepare Plans and Specifications**

Commissioner Zundel moved and Commissioner Olson seconded to approve Project No. 2293 – 9th Street NE – Grade Separation; Direct and Approve Engineer's Report and Direct Engineer to prepare Plans and Specifications. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve Project No. 2293 – 9th Street NE – Grade Separation; Direct and Approve Engineer's Report and Direct Engineer to prepare Plans and Specifications, was declared carried.

**5. 26th St NW and 7th Ave NE – Rail Crossing Subsurface Replacement -- Jerry Wallace, City Engineer**

**• Authorize Entering into a Cost Share Agreement with BNSF**

Commissioner Anderson moved and Commissioner Jorgensen seconded to approve 26th St NW and 7th Ave NE – Rail Crossing Subsurface Replacement; Authorize Entering into a Cost Share Agreement with BNSF. Commissioners Jorgensen, Zundel, Dardis, Olson and Anderson voted aye. No Commissioners present voted nay, the motion to approve 26th St NW and 7th Ave NE – Rail Crossing Subsurface Replacement; Authorize Entering into a Cost Share Agreement with BNSF, was declared carried.

**6. City Administrator's Report -- Dustin Scott, City Administrator**

- HR Director Search Update
- Finance Software Update
- Recognition to the Engineering team in finding the funding opportunities

**7. Correspondence**

There were no correspondence.

**8. Non-Agenda Items**

- Commission President Dardis gave a thank you to the parents and leaders of Troop 213
- Commission President Dardis gave recognition to House Representative Jim Jonas joining that evening
- Jerry Wallace, City Engineer gave an update on funding and grants, \$3.8 million in flex funds in upcoming Beaton Drive project
- Rachel Richter Lordemann, Director of Communications reminded everyone of the next Commission meeting being on a Tuesday, due to the holiday



West Fargo City Commission Meeting  
West Fargo City Hall Commission Chambers  
2515 6th St E, West Fargo 58078  
Monday, February 2, 2026 5:30 PM

**9. Adjourn**

Commissioner Anderson moved and Commissioner Zundel seconded to adjourn. Commissioners Anderson, Olson, Dardis, Zundel and Jorgensen voted aye. No Commissioners voted nay the motion was declared carried, the meeting adjourned at 5:59 pm.

**WEST FARGO CITY COMMISSION MEETING  
BUILDING DEPARTMENT ACTIVITY REPORT  
02/17/2026**

	02/01/2026 Thru 02/12/2026			YEAR TO DATE		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<b><u>BUILDING NEW</u></b>						
COMMERCIAL				1		\$ 5,541,450.00
RESIDENTIAL DWELLING						
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC						
CHURCH						
ACCESSORY	1		\$ 2,600.00	4		\$ 10,600.00
FOUNDATION ONLY						
<b><u>BUILDING REMODEL</u></b>						
COMMERCIAL	3		\$ 335,538.00	4		\$ 380,538.00
RESIDENTIAL	4		\$ 123,337.00	8		\$ 428,237.00
PUBLIC						
CHURCH						
ACCESSORY						
<b><u>BUILDING OTHER</u></b>						
DEMOLITION						
MOVE						
PERMIT CANCELLATION						
<b>TOTALS</b>	8		\$ 461,475.00	17		\$ 6,360,825.00

**WEST FARGO CITY COMMISSION MEETING**  
**Building Department Report - Summary**

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
260055	Remodeling by Foss, Inc.	300 SHEYENNE ST	PIONEER PLACE, LLC	\$ 13,000.00	Remodel - Commercial - Add Wall & Retail Counter
260068	DYLAN & LAURA FOERTSCH	5861 ELLIS DR W	DYLAN & LAURA FOERTSCH	\$ 46,000.00	Remodel - Residential - Lower Level Finish
260064	The Nordick Group LLC	1000 7 ST NE	NORDICK GROUP INC	\$ 22,538.00	Remodel - Commercial - Relocate Pallet Racking
260067	Autopilot Properties, LLC	1030 ALBERT DR W	TREVOR & ELLIE MAGNUSON	\$ 57,000.00	Remodel - Residential - Lower Level Finish
260071	Groundworks Minnesota, LLC	3806 WILLOW RD	FREDERICK A & PAULA L KAUFMAN	\$ 10,337.00	Remodel - Residential - Replace Insulation
260062	Z M Construction LLC	235 12 1/2 AVE E	ROBYN CRAIG	\$ 10,000.00	Remodel - Residential - Finish Interior and Basement
260019	Jordahl Custom Homes, Inc.	702 13 AVE E	WESTERN STATE BANK	\$ 300,000.00	Remodel - Commercial - Remodel Upper Level of Office Building
260078	Jordahl Custom Homes, Inc.	6153 MARTIN LN W	JORDAHL CUSTOM HOMES, INC	\$ 2,600.00	Accessory - Deck

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130494		2646 4IMPRINT INC	511.19						
		PO - 200296							
	1	02/03/26 police jr. stickers	511.19			1000 421000	375		101000
		14736001							
		<b>Total for Vendor:</b>	<b>511.19</b>						
130527	C	2954 A-OX WELDING SUPPLY CO INC	40.96						
	1	01/05/26 CUTTING TIP	55.96			6020 450000	433		101000
		0001503871							
	2	01/22/26 ACCT CREDIT	-15.00			6020 450000	433		101000
		0000129933							
		<b>Total for Vendor:</b>	<b>40.96</b>						
130654	C	4550 ABC LOCK & KEY INC	120.00						
	1	01/30/26 REKEY	120.00			6025 450000	825		101000
		E2598							
		<b>Total for Vendor:</b>	<b>120.00</b>						
130519	C	289 ACME TOOLS	1,948.98						
	1	02/10/26 #3104 TOOLS	1,948.98			1000 430000	610		101000
		15769800							
130567	C	289 ACME TOOLS	203.87						
	1	01/29/26 DB SDS PLUS FCH 4C	11.01			1000 430000	432		101000
		15712881							
	2	01/29/26 BULK BLADES	25.79			1000 430000	432		101000
		15712984							
	3	02/05/26 PRY BAR	30.80			6020 450000	432		101000
		15749854							
	4	02/09/26 CUTTING BLADE	14.28			1000 430001	358		101000
		15763260							
	5	02/11/26 SPOTLIGHT	271.98			6025 450000	432		101000
		15778274							
	6	02/05/26 RETURN	-149.99			6025 450000	432		101000
		15749193							

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130660	C	289 ACME TOOLS	318.99						
1	02/12/26	FD Dewalt 20 V Max LED light	89.99			2060 415200	432		101000
15785841									
2	02/12/26	FD t-76 Dewalt 20V/60V Battery	259.00			2060 415200	420		101000
15785841									
3	02/12/26	Return FD Dewalt 20 V Max LED	-89.99			2060 415200	432		101000
15783786									
4	02/12/26	FD Dewalt 20 V Max LED light	59.99			2060 415200	432		101000
15783801									
		<b>Total for Vendor:</b>	<b>2,471.84</b>						
130375	-94512E	3490 AMAZON CAPITAL SERVICES	154.62						
1	01/28/26	pens	16.49			1000 421000	410		101000
19H7-MF1V-C3JY									
2	01/28/26	under cabinet lighting	18.89			1000 421000	641		101000
19H7-MF1V-C3JY									
3	01/29/26	calculator ink	5.99			1000 421000	410		101000
13XR-F1WR-39QG									
4	01/29/26	batteries	101.88			1000 421000	420		101000
13XR-F1WR-39QG									
5	01/29/26	coffee stirrers	11.37			1000 421000	641		101000
13XR-F1WR-39QG									
130443	E	3490 AMAZON CAPITAL SERVICES	364.49						
1	01/30/26	Office supplies - IT	83.51			1000 414104	497		101000
1PDP-KNW4-TQJD									
2	01/15/26	Keyboard/mouse/mouse pads - PD	57.29			1000 414104	497		101000
1Y6L-XWM7-JXKC									
3	01/15/26	Headset charging stand - PD	100.17			1000 414104	497		101000
1TNK-6QP7-HXHF									
4	01/20/26	Webcam/mouse pad - Admin/IT	59.98			1000 414104	497		101000
1MTW-66FX-9V6J									
5	01/20/26	Power cords - IT	38.55			1000 414104	497		101000
1VGR-NL99-CRLV									
6	01/21/26	Roku streaming stick - PW	24.99			1000 414104	497		101000
14RP-H3T6-DC44									

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130450	E	3490 AMAZON CAPITAL SERVICES	113.99						
1	02/03/26	Storage cabinet for CH 1HQL-RG7J-HHXR	113.99			1000 415000	410		101000
130489	E	3490 AMAZON CAPITAL SERVICES	497.92						
1	02/01/26	flash drives 1LNH-NG1H-GYVC	104.85			1000 421000	497		101000
2	02/01/26	cadets - equipment 1QYQ-4NYW-C7WL	59.80			1000 421000	375		101000
3	02/02/26	10 slots - micro flash drive 1HWV-YKHY-G3GH	32.75			1000 421000	497		101000
4	02/02/26	canned air 16JN-CLVW-14NF	48.59			1000 421000	410		101000
5	02/04/26	case for drone 1YM3-1N4X-97JM	68.98			1000 421000	641		101000
6	02/04/26	fiber optic cable 1NP6-MVCQ-996R	54.99			1000 421000	497		101000
7	02/05/26	wireless keyboards 16TD-DLX1-L49F	127.96			1000 421000	497		101000
130499	E	3490 AMAZON CAPITAL SERVICES	1,247.48						
1	02/02/26	STORAGE STRAPS 1F1XWQ4JPCH7	88.40			6025 450000	432		101000
2	02/02/26	FUSE KIT 1F1XWQ4JPCH7	22.59			1000 455000	433		101000
3	01/30/26	POWER CORD ADAPTOR 11TW1PJLYQHW	15.29			6025 450000	825		101000
4	02/02/26	GLOVES 1HWVVKHY7RMP	7.99			1000 430000	639		101000
5	01/29/26	OFFICE SUPPLIES 1N4TJJK99PQC	12.19			1000 430000	410		101000
6	01/26/26	A ARCE - PANTS 17VCN7JXQF1T	119.98			1000 430000	422		101000
7	01/29/26	GLOVES/SPRAY HEAD ASSY 1FLPQQH7LPKW	148.18			1000 455000	639		101000
8	01/29/26	Z PAINTNER - PANTS 17QWV9939NX9	139.97			1000 450000	422		101000

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9	01/31/26	OFFICE SUPPLIES	11.51			6020 450000	410		101000
	1DCYJ9YLK9JJ								
10	01/31/26	GLOVES	8.47			1000 430000	639		101000
	1DCYJ9YLK9JJ								
11	01/31/26	BUCKLE REPLACEMENT	17.98			6010 450200	422		101000
	1DCYJ9YLK9JJ								
12	02/04/26	OFFICE SUPPLIES	39.97			6020 450000	410		101000
	11WPFM9LJYP4								
13	02/04/26	C COSTELLO - PANTS	129.98			6020 450000	422		101000
	11WPFM9LJYP4								
14	02/05/26	J NOVACEK - BOOTS	239.99			6020 450000	422		101000
	1QH1LY37K6KX								
15	02/06/26	J STECKLER - BOOTS	244.99			6020 450000	422		101000
	1KFLLQMWW7KG								
130500	E	3490 AMAZON CAPITAL SERVICES	708.00						
1	02/06/26	drone,DJI RC 2	359.00			1000 421000	641		101000
	1GD3-6YDP-3WFX								
2	02/02/26	drone - damaged	452.99			1000 421000	641		101000
	1CXY-D9MJ-39PX								
3	02/03/26	cm credit	-398.00			1000 421000	641		101000
	161R-7CD1-1M73								
4	02/02/26	cm credit	-54.99			1000 421000	641		101000
	1W6R-43TV-1PHY								
5	01/29/26	ergonomic mouse	349.95			1000 421000	641		101000
	111-9669068-8089863								
6	02/09/26	cm credit	-349.95			1000 421000	641		101000
	1XF3-L7D1-VYV6								
7	02/09/26	DJI NEO 2 Fly drone	349.00			1000 421000	641		101000
	1X9G-WCXG-JWRP								
130540	E	3490 AMAZON CAPITAL SERVICES	94.96						
1	02/10/26	XL duty bags	94.96			1000 421000	641		101000
	14GV-1XGN-HCCJ								

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130552	E	3490 AMAZON CAPITAL SERVICES	334.30						
1	02/02/26	FD Office Supplies	65.06			2060 415200	410		101000
		17DC-LRGY-PW9R							
2	02/09/26	FD Door stop/kitchen tools	115.75			2060 415200	500		101000
		1JVG-7JPH-WCYW							
3	01/28/26	FD I-pad Mount	9.49			2060 415200	497		101000
		1N6X-PTYF-9F7F							
4	02/06/26	FD CPR Training supplies	144.00			2060 415200	340		101000
		1N7C-FK7N-YP13							
130562	E	3490 AMAZON CAPITAL SERVICES	94.96						
1	02/11/26	XL duffle bags	94.96			1000 421000	641		101000
		1WTV-JMTJ-4JXM							
130595	E	3490 AMAZON CAPITAL SERVICES	104.52						
1	02/02/26	WALL MOUNT REMOTE/CABLE HOLDER	26.58			7000 411600	410		101000
		1FNQ-XVHP-P3J6							
2	02/02/26	MAILING BOXES & PADDED ENVELOP	77.94			7000 411600	360		101000
		1FNQ-XVHP-P3J6							
130618	E	3490 AMAZON CAPITAL SERVICES	4.74						
1	01/27/26	OFFICE SUPPLIES	4.74			6010 450200	410		101000
		1QX7CLQ7XGYG							
		<b>Total for Vendor:</b>	<b>3,719.98</b>						
130462	-94495E	5229 AMB INVESTMENTS, LLC	47,700.00						
		New City Hall / Satellite Library							
1	02/01/26	Feb 2026 Lease - City Hall	44,922.57			1001 415000	389		101000
2	02/01/26	Feb 2026 Lease - Satellite Lib	2,777.43			7000 411600	389		101000
		<b>Total for Vendor:</b>	<b>47,700.00</b>						
130501	C	317 AMERICAN WELDING & GAS, INC.	505.08						
1	01/31/26	CYLINDER LEASE	505.08			1000 455000	433		101000
		0011415850							
		<b>Total for Vendor:</b>	<b>505.08</b>						

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130628	C	5449 ASSUREHIRE	84.95						
		Background Checks / Drug Screens / Credit Checks for New Hires							
1	108423	07/01/25 Background/Drug Screens - PW	84.95			1000 414103	399		101000
108423									
		<b>Total for Vendor:</b>	<b>84.95</b>						
130453	-94499E	4672 ASURE PAYROLL TAX MANAGEMENT	271,216.67						
		02/06/2026 Payroll							
1		02/06/26 Social Security	128,662.58			1000 212501			101000
2		02/06/26 Medicare	30,090.56			1000 212502			101000
3		02/06/26 Federal Income Tax	102,412.53			1000 212503			101000
4		02/06/26 ND State Tax	4,903.00			1000 212504			101000
5		02/06/26 MN State Tax	5,148.00			1000 212505			101000
130454	-94498E	4672 ASURE PAYROLL TAX MANAGEMENT	28,004.51						
		02/06/2026 Payroll - Parks							
1		02/06/26 Social Security - Parks	14,351.52			8000 453000	110		101000
2		02/06/26 Medicare - Parks	3,356.42			8000 453000	110		101000
3		02/06/26 Federal Income Tax - Parks	9,335.57			8000 453000	110		101000
4		02/06/26 ND State Tax - Parks	475.00			8000 453000	110		101000
5		02/06/26 MN State Tax - Parks	486.00			8000 453000	110		101000
		<b>Total for Vendor:</b>	<b>299,221.18</b>						
130498	C	2931 AUTO VALUE PARTS STORES	190.66						
1		02/03/26 #4101 DASH FAN	75.98			6010 450200	427		101000
99382519									
2		02/03/26 FILTERS	60.65			6010 450200	427		101000
99382432									
3		02/03/26 FILTERS	3.35			6025 450000	427		101000
99382436									
4		02/03/26 FILTERS	36.89			1000 421000	427		101000
99382427									
5		02/03/26 FILTERS	3.35			1000 455000	427		101000
99382433									
6		02/03/26 FILTERS	3.35			1000 430001	427		101000
99382435									

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
7 99382438	02/03/26	FILTERS	7.09			1000 415000	427		101000
		<b>Total for Vendor:</b>	<b>190.66</b>						
130580 1 33	02/03/26	5477 BAKER SNOW & ICE MANAGEMENT LIGHTS - JANUARY SNOW REMOVAL	750.00 750.00			1000 430001	381		101000
		<b>Total for Vendor:</b>	<b>750.00</b>						
130553 1 74039	01/27/26	C 3149 BEE SEEN GEAR FD D Anderson uniform	244.98 244.98			2060 415200	422		101000
		<b>Total for Vendor:</b>	<b>244.98</b>						
130537 1 107923	01/30/26	C 36 BERT'S TRUCK EQUIPMENT #3104 TOOLBOX	1,560.00 1,560.00			1000 430000	610		101000
		<b>Total for Vendor:</b>	<b>1,560.00</b>						
130442 February 2026 1 260121111178	-94500E Premium - Med/Dental/Vision 01/21/26	3552 BLUE CROSS BLUE SHIELD OF ND February 2026 Premium	423,739.68 423,739.68			1000 212539			101000
		<b>Total for Vendor:</b>	<b>423,739.68</b>						
130451 1 90297063	01/30/26	C 1389 BNSF RAILWAY COMPANY Project 2293	1,917.16 1,917.16			4187 480000	418		101000
		<b>Total for Vendor:</b>	<b>1,917.16</b>						
130559 1 931896123	02/04/26	C 26 BORDER STATES INDUSTRIES INC CONTROLLER MOTOR	4,912.27 4,912.27			6025 450000	826		101000
		<b>Total for Vendor:</b>	<b>4,912.27</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130602		3512 BOUND TREE MEDICAL, LLC	284.31						
1	01/22/26	FD Medical Supplies	167.97			2060 415200	500		101000
86071268									
2	01/23/26	FD Medical Supplies	116.34			2060 415200	500		101000
86073120									
		<b>Total for Vendor:</b>	<b>284.31</b>						
130583		73 BRAUN INTERTEC	5,920.00						
1	02/04/26	PROJ 9061	1,049.50			4188 480000	670		101000
IN1004744									
2	02/04/26	PROJ 9061	3,226.00			4188 480000	670		101000
IN1004703									
3	02/04/26	PROJ 9061	1,644.50			4188 480000	670		101000
IN1004699									
		<b>Total for Vendor:</b>	<b>5,920.00</b>						
130603	C	652 BRENCO CORPORATION	8,500.00						
2026 Budget									
1	01/05/26	FD St 75 Floor Scrubber	8,500.00			2060 415200	864		101000
0179402-IN									
130616	C	652 BRENCO CORPORATION	511.52						
1	01/28/26	VAC BAGS/BELT/REPAIRS	511.52			1000 455000	420		101000
0180501-IN									
		<b>Total for Vendor:</b>	<b>9,011.52</b>						
130665		4096 BRENT YOUNG	158.00						
1	02/12/26	travel reim, firearms training	158.00			1000 421000	340		101000
		<b>Total for Vendor:</b>	<b>158.00</b>						
130550	C	351 BUSINESS ESSENTIALS	25.00						
1	01/30/26	D Sprecher business cards	25.00			2060 415200	410		101000
OE-QT-88312-1									

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130593	C	351 BUSINESS ESSENTIALS	56.60						
1	02/04/26	BINDER CLIPS;TISSUES	56.60			7000 411600	410		101000
		WO-1380217-1							
130604	C	351 BUSINESS ESSENTIALS	20.10						
1	01/20/26	FD T Wagner Notary Stamp	20.10			2060 415200	667		101000
		OE-663626-1							
		<b>Total for Vendor:</b>	<b>101.70</b>						
130533	C	39 BUTLER MACHINERY	1,974.56						
1	01/30/26	#4008 HYDO ADV	169.68			6010 450200	424		101000
		00PS0675552							
2	01/30/26	#3000 STRIP WEAR	389.38			1000 430000	427		101000
		00PS0675553							
3	01/30/26	SM76 TRANSFER SWITCH	1,415.50			6025 450000	826		101000
		00WO0293387							
		<b>Total for Vendor:</b>	<b>1,974.56</b>						
130544	C	4508 CARE RESOURCE CONNECTION	3,000.00						
1	02/02/26	FD 02-01-26/02-28-26 Service	3,000.00			2060 415200	428		101000
		7930							
		<b>Total for Vendor:</b>	<b>3,000.00</b>						
130514	E	51 CASS COUNTY ELECTRIC COOP	570.04						
1	02/05/26	Airport 12/31/25-01/31/26	570.04			7050 500000	420		101000
		428342 02/26							
130549	E	51 CASS COUNTY ELECTRIC COOP	2,317.08						
1	02/05/26	FD St 75 January 26 usage	2,317.08			2060 415200	527		101000
		1090222-01/26							
130627	E	51 CASS COUNTY ELECTRIC COOP	7,770.63						
1	02/09/26	New City Hall (WEX Building)	7,770.63			1001 415000	527		101000
		1190696 02/26							
		<b>Total for Vendor:</b>	<b>10,657.75</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130504		1355 CASS COUNTY GOVERNMENT	6,161.00						
1	02/03/26	VWR 2026 contribution share	6,161.00			1000 421000	978		101000
		INV012615							
130509		1355 CASS COUNTY GOVERNMENT	1,870.97						
1	INV012552	01/06/26 IDOC Web Hosting/Support 20	1,870.97			1000 414101	497		101000
		INV012552							
130517		1355 CASS COUNTY GOVERNMENT	31,181.66						
1	INV012611	12/31/25 RRRDC Building Project	31,181.66			4057 415000	750		101000
		INV012611							
		<b>Total for Vendor:</b>	<b>39,213.63</b>						
130473	C	1512 CDW GOVERNMENT, INC	1,245.92						
1	02/04/26	feb 2026 call cabinet recordin	1,245.92			1000 421000	497		101000
		AH9BQ3C							
		<b>Total for Vendor:</b>	<b>1,245.92</b>						
130546	E	1777 CENTURY LINK	215.28						
1	02/01/26	feb 2026 police sirens	215.28			1000 421000	356		101000
130646	E	1777 CENTURY LINK	80.97						
1	Feb 26 02/07/26	WF Airport	80.97			7050 500000	356		101000
		333942770 02.26							
		<b>Total for Vendor:</b>	<b>296.25</b>						
130526		3216 CINTAS	185.52						
1	02/06/26	RUG SERVICE	185.52			1000 455000	420		101000
		4258806708							
		<b>Total for Vendor:</b>	<b>185.52</b>						
130492		2880 CITY OF FARGO	551,632.22						
1	02/06/26	1 32ND AVE W (WATER)	10,252.60			6020 450000	345		101000
		600014321							
2	02/06/26	1 MAIN AVE (WATER)	133,390.70			6020 450000	345		101000
		600021281							

02/13/26  
14:48:50

CITY OF WEST FARGO, ND  
Claim Details by Posted Date  
For Claims from 02/02/26 to 02/13/26

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Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3 600021501	02/06/26 5635 14TH AVE N (WATER)		29.60			6020 450000	345		101000
4 992003406	02/06/26 1 GSR (WATER)		103,249.60			6020 450000	345		101000
5 600024641	02/06/26 2220 57TH ST N (SEWER)		304,709.72			6025 450000	347		101000
		<b>Total for Vendor:</b>	<b>551,632.22</b>						
130575 1 495567	01/28/26 LANDFILL FEES	111 CITY OF FARGO	21,888.99			6010 450200	355		101000
130682 1 496218	02/04/26 LANDFILL FEES	111 CITY OF FARGO	23,311.95			6010 450200	355		101000
		<b>Total for Vendor:</b>	<b>45,200.94</b>						
130445 1 02066	01/19/26 Airport Dumpster Jan 26	C 3167 CITY OF WEST FARGO	77.82			7050 500000	420		101000
		<b>Total for Vendor:</b>	<b>77.82</b>						
130490 1 SO 2471	-94492E 02/06/26 36" Curb Broom	5709 CMP ATTACHMENTS LLC	4,500.00			1000 430000	641		101000
		<b>Total for Vendor:</b>	<b>4,500.00</b>						
130613 1 10679686	02/03/26 PAPER PRODUCTS - PW	C 133 COLE PAPERS INC	606.32			6020 450000	500		101000
		<b>Total for Vendor:</b>	<b>606.32</b>						
130446 1 INV01544807	01/31/26 ScreenConnect - Feb subscript	C 3530 CONNECTWISE	336.60			1000 414104	497		101000
		<b>Total for Vendor:</b>	<b>336.60</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130478	E	229 CONSOLIDATED COMMUNICATIONS	175.00						
1	02/01/26	feb 2026 ICAC	175.00			1000 421000	497		101000
		<b>Total for Vendor:</b>	<b>175.00</b>						
130495		3245 CORE & MAIN	1,784.92						
1	02/03/26	BRASS BUSHING	125.42			6025 450000	439		101000
23106									
2	01/30/26	CURB BOX LID/PLUG/CPLG	581.30			6020 450000	438		101000
22843									
3	02/05/26	CPLG EPXY	896.30			6020 450000	438		101000
9848									
4	12/23/25	LID LIFTER	119.90			6025 450000	432		101000
20578									
5	05/30/25	MH FRAME/GRATE INV ADJ	60.00			6025 450000	437		101000
1771									
6	09/17/25	CURB BOX LID INV ADJ	2.00			6020 450000	438		101000
5564									
130555		3245 CORE & MAIN	2,460.00						
1	02/03/26	BERMAD COMB ARV	2,460.00			6025 450000	439		101000
23082									
		<b>Total for Vendor:</b>	<b>4,244.92</b>						
130520		4414 CORWIN SUBARU	37,028.00						
1	01/31/26	2026 SUBARU SOLTERRA	37,028.00			2242 455000	610		101000
6148									
		<b>Total for Vendor:</b>	<b>37,028.00</b>						
130528		5707 CTAS HOLDINGS LLC	2,306.00						
1	01/27/26	#7105 RHINO SPRAY/WEATHER TEK	2,306.00			6025 450000	610		101000
589345									
130554		5707 CTAS HOLDINGS LLC	2,286.00						
1	02/04/26	#2025 RHINO SPRAY/WEATHER TEC	2,286.00			6020 450000	610		101000
589374									
		<b>Total for Vendor:</b>	<b>4,592.00</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130643	C	65 CURT'S LOCK & KEY	5.25						
1	01/26/25	KEY BLANK	5.25			6025 450000	420		101000
2-88256									
		<b>Total for Vendor:</b>	<b>5.25</b>						
130566	C	4059 DAKOTA FENCE	884.00						
1	02/11/26	BLACK FENCEBLOC	884.00			6025 450000	825		101000
173218									
		<b>Total for Vendor:</b>	<b>884.00</b>						
130536	C	1675 DAKOTA FLUID POWER, INC	301.78						
1	01/29/26	#3000 QK DISCNT	228.94			1000 430000	427		101000
7425735									
2	02/03/26	#5427 MXT X REEL	24.10			1000 430001	427		101000
7427763									
3	02/03/26	#5427 COUPLERS/QK DISCNT	48.74			1000 430001	427		101000
7427808									
		<b>Total for Vendor:</b>	<b>301.78</b>						
130591	C	624 DAKOTA SUPPLY GROUP	228.56						
1	01/28/26	GFI/INSERTS	30.33			6025 450000	826		101000
S105397805									
2	01/30/26	BULBS	17.33			1000 455000	420		101000
S105403510									
3	01/29/26	BULBS	180.90			1000 455000	420		101000
S105400787									
		<b>Total for Vendor:</b>	<b>228.56</b>						
130659	C	87 DAKOTA TIRE	352.00						
1	02/12/26	FD Sq 76 Sensor	112.00			2060 415200	427		101000
963092									
2	02/12/26	FD Admin Car 3-sensors	240.00			2060 415200	427		101000
963082									
		<b>Total for Vendor:</b>	<b>352.00</b>						

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130644		90 DAKOTA UNDERGROUND	48,125.69						
1	Pay App 7	02/17/26 Project 1353	48,125.69			4189 480000	670		101000
	Pay App 7								
		<b>Total for Vendor:</b>	<b>48,125.69</b>						
130647		C 2948 DELTA 54 AVIATION LLC	4,103.63						
1	Feb 2026	02/11/26 Airport Management Fees	3,914.00			7050 500000	307		101000
	Feb 2026								
2	Feb 2026	02/11/26 Battery for courtesy car	189.63			7050 500000	426		101000
	Feb 2026								
		<b>Total for Vendor:</b>	<b>4,103.63</b>						
130530		5442 DOUG STOTZ	1,207.67						
		AHR CONFERENCE - LAS VEGAS, NV							
1	02/05/26	TRAVEL REIMBURSEMENT	1,207.67			1000 455000	340		101000
		<b>Total for Vendor:</b>	<b>1,207.67</b>						
130524		C 2225 DTN, LLC	528.08						
1	02/03/26	WEATHER SENTRY (MARCH)	528.08			1000 450000	497		101000
	210-00269141								
		<b>Total for Vendor:</b>	<b>528.08</b>						
130626		774 ECONOMIC DEVELOPMENT ASSOCIATION	1,100.00						
1	2615 01/16/26	2026 EDND Active Membership	1,100.00			1000 414102	667		101000
	2615								
		<b>Total for Vendor:</b>	<b>1,100.00</b>						
130508		2862 ESSENTIA HEALTH - FARGO	242.00						
		Random drug screens							
1	01/28/26	P Montplaisir - Street	91.00			1000 430000	387		101000
	890000526.01.2026								
2	01/28/26	J Steckler-Johnson - Water	60.00			6020 450000	387		101000
	890000526.01.2026								
3	01/28/26	A Eveland - Water	91.00			6020 450000	387		101000
	890000526.01.2026								

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130625	2862	ESSENTIA HEALTH - FARGO	1,797.00						
1	01/28/26	FD Dec 2025 Annual Physicals	1,797.00			2060 415200	996		101000
		890002546.01.2026							
		<b>Total for Vendor:</b>	<b>2,039.00</b>						
130502	C 660	FARGO FREIGHTLINER	50.17						
1	02/02/26	#415 CLIP RETAINER	26.38			6010 450200	427		101000
		X101203836							
2	02/02/26	#411 DRAIN PLUG	23.79			6010 450200	427		101000
		X101203791							
		<b>Total for Vendor:</b>	<b>50.17</b>						
130571	979	FARGO LINE-X	1,725.00						
1	01/27/26	#4014 STEPS/LINERS	1,800.00			6010 450200	870		101000
		33081							
2	12/31/25	ACCT CREDIT	-75.00			1000 455000	427		101000
		<b>Total for Vendor:</b>	<b>1,725.00</b>						
130482	151	FEDERAL EXPRESS	12.27						
1	01/29/26	ND lab package	12.27			1000 421000	661		101000
		9-165-17371							
		<b>Total for Vendor:</b>	<b>12.27</b>						
130483	C 5529	FLOCK SAFETY	90,000.00						
		02/1/26 to 1/31/27							
		Flock cameras purchased in 2025							
1	02/01/26	year 2 - annual	90,000.00			1000 421000	641		101000
		INV-85899							
130624	C 5529	FLOCK SAFETY	102,351.00						
		year 1							
1	02/13/26	2026 camera/install	102,351.00			4228 480000	653		101000
		INV-86392							
		<b>Total for Vendor:</b>	<b>192,351.00</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130637	C	140 FM AMBULANCE SERVICES INC	2,479.00						
1	01/28/26	FD E-cards-PW, HS FAC Class	2,479.00			2060 415200	340		101000
46393									
		<b>Total for Vendor:</b>	<b>2,479.00</b>						
130581		2637 FORCE AMERICA INC	20.00						
1	01/30/26	DATA PLAN (DEC)	20.00			1000 430000	497		101000
IN200-2010926									
		<b>Total for Vendor:</b>	<b>20.00</b>						
130547	C	155 GALLS, LLC	376.20						
1	02/07/26	disposable cuffs and cutters	376.20			1000 421000	641		101000
034001545									
130638	C	155 GALLS, LLC	247.96						
1	01/23/26	K Frost 2026 Boots	247.96			2060 415200	422		101000
033853327									
		<b>Total for Vendor:</b>	<b>624.16</b>						
130614	C	556 GRAINGER, INC.	2,581.87						
1	02/02/26	FIRE EXT SIGN	87.84			6020 450000	420		101000
9792176373									
2	01/29/26	AIR PUMP PACKAGE FACE MASK	2,379.52			6025 450000	639		101000
9788415835									
3	01/30/26	TOGGLE SWITCH	114.51			6020 450000	448		101000
9789878742									
130633	C	556 GRAINGER, INC.	171.36						
1	12/10/25	LIFTING BRACKETS	171.36			1000 455000	433		101000
9737715970									
130640	C	556 GRAINGER, INC.	61.85						
1	01/29/26	FD Safety Supplies	61.85			2060 415200	500		101000
9788288687									
		<b>Total for Vendor:</b>	<b>2,815.08</b>						

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130558		2713 HAMPTON INN & SUITES	440.00						
1	02/12/26	lodging Young - red dot trng	440.00			1000 421000	340		101000
91284497									
		<b>Total for Vendor:</b>	<b>440.00</b>						
130561	C	135 HAWKINS INC	3,152.60						
1	02/04/26	AQUAHAWK	3,152.60			6025 450000	423		101000
7325644									
		<b>Total for Vendor:</b>	<b>3,152.60</b>						
130680	C	180 HAZER'S AUTO WRECKING	629.00						
1	02/02/26	APPLIANCE DISPOSAL	629.00			6010 450200	357		101000
4176									
		<b>Total for Vendor:</b>	<b>629.00</b>						
130477	C	1310 HERO SCHEDULE LLC	294.00						
1	02/01/26	feb 2025 - active users	294.00			1000 421000	497		101000
INV-41397									
130551	C	1310 HERO SCHEDULE LLC	165.00						
1	02/01/26	FD Feb 2026 Scheduler	165.00			2060 415200	497		101000
41396									
		<b>Total for Vendor:</b>	<b>459.00</b>						
130572	C	2820 HIGH POINT NETWORKS	5,655.00						
1	02/03/26	SALT SHED CAMERAS	150.00			1000 455000	497		101000
2805409									
2	02/03/26	SALT SHED CAMERAS	3,545.00			1000 455000	497		101000
2805464									
3	02/03/26	SALT SHED CAMERAS	1,960.00			1000 455000	497		101000
2805465									
130636	C	2820 HIGH POINT NETWORKS	2,701.00						
1	2806189 02/11/26	2026 Genetic Support Renewal	2,701.00			1000 415000	497		101000
2806189									
		<b>Total for Vendor:</b>	<b>8,356.00</b>						

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130505	C 2102 IACP 2/1/2026 to 12/31/2026		220.00						
1	02/10/26 2026 membership		220.00			1000 421000	667		101000
0469891									
		<b>Total for Vendor:</b>	<b>220.00</b>						
130642	2942 ICS, INC. 1 Pay App 1 01/26/26 Project 1351		66,335.07			4221 480000	670		101000
	Pay App 1		66,335.07						
		<b>Total for Vendor:</b>	<b>66,335.07</b>						
130493	999999 ILEETA 1 02/09/26 ILEETA conf reg for Werner		540.00			1000 421000	340		101000
31539			540.00						
		<b>Total for Vendor:</b>	<b>540.00</b>						
130459	C 687 INFORMATION TECHNOLOGY DEPT 1 01/31/26 Jan 2026 WAN/Fiber/VPN		2,165.00			1000 414104	497		101000
	DP012026.849.3		2,165.00						
		<b>Total for Vendor:</b>	<b>2,165.00</b>						
130600	C 4592 INGRAM LIBRARY SERVICES 1 01/28/26 BOOKS		4,838.78			7000 411600	662		101000
	94026194		15.60						
	2 01/28/26 BOOKS		21.50			7000 411600	662		101000
	94026195								
	3 01/29/26 BOOKS		20.00			7000 411600	662		101000
	94059896								
	4 01/29/26 BOOKS		13.70			7000 411600	662		101000
	94059897								
	5 01/29/26 BOOKS		13.08			7000 411600	662		101000
	94059898								
	6 01/29/26 BOOKS		322.91			7000 411600	662		101000
	94059899								
	7 01/29/26 BOOKS		27.71			7000 411600	662		101000
	94059900								

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
8	01/29/26	BOOKS	13.25			7000 411600	662		101000
94059901									
9	01/29/26	BOOKS	68.78			7000 411600	662		101000
94059902									
10	01/29/26	BOOKS	110.14			7000 411600	662		101000
94059903									
11	01/29/26	BOOKS	766.56			7000 411600	662		101000
94059904									
12	01/29/26	BOOKS	15.19			7000 411600	662		101000
94059905									
13	01/29/26	BOOKS	23.88			7000 411600	662		101000
94059906									
14	01/29/26	BOOKS	18.21			7000 411600	662		101000
94079145									
15	01/29/26	BOOKS	13.60			7000 411600	662		101000
94079146									
16	01/29/26	BOOKS	8.91			7000 411600	662		101000
94079147									
17	01/29/26	BOOKS	10.49			7000 411600	662		101000
94079148									
18	01/29/26	BOOKS	60.17			7000 411600	662		101000
94079149									
19	01/29/26	BOOKS	65.90			7000 411600	662		101000
94079150									
20	01/29/26	BOOKS	149.29			7000 411600	662		101000
94079151									
21	01/29/26	BOOKS	7.45			7000 411600	662		101000
94079152									
22	01/29/26	BOOKS	14.20			7000 411600	662		101000
94079153									
23	01/29/26	BOOKS	248.80			7000 411600	662		101000
94079154									
24	01/29/26	BOOKS	84.40			7000 411600	662		101000
94079155									
25	01/29/26	BOOKS	61.75			7000 411600	662		101000
94079156									
26	02/02/26	BOOKS	14.58			7000 411600	662		101000
94135071									

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
27	02/02/26	BOOKS	12.01			7000 411600	662		101000
94135072									
28	02/02/26	BOOKS	13.86			7000 411600	662		101000
94135073									
29	02/02/26	BOOKS	19.35			7000 411600	662		101000
94135074									
30	02/02/26	BOOKS	27.08			7000 411600	662		101000
94135075									
31	02/02/26	BOOKS	19.88			7000 411600	662		101000
94135076									
32	02/02/26	BOOKS	502.16			7000 411600	662		101000
94135077									
33	02/02/26	BOOKS	523.25			7000 411600	662		101000
94135078									
34	02/02/26	BOOKS	51.37			7000 411600	662		101000
94135079									
35	02/02/26	BOOKS	116.55			7000 411600	662		101000
94135080									
36	02/02/26	BOOKS	61.57			7000 411600	662		101000
94161051									
37	02/03/26	BOOKS	27.09			7000 411600	662		101000
94186766									
38	02/03/26	BOOKS	15.63			7000 411600	662		101000
94186767									
39	02/03/26	BOOKS	15.31			7000 411600	662		101000
94186768									
40	02/03/26	BOOKS	23.64			7000 411600	662		101000
94186769									
41	02/03/26	BOOKS	15.29			7000 411600	662		101000
94186770									
42	02/03/26	BOOKS	39.21			7000 411600	662		101000
94186771									
43	02/03/26	BOOKS	29.69			7000 411600	662		101000
94186772									
44	02/03/26	BOOKS	13.84			7000 411600	662		101000
94186773									
45	02/03/26	BOOKS	23.51			7000 411600	662		101000
94186774									

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
46	02/03/26	BOOKS	17.33			7000 411600	662		101000
94186775									
47	02/03/26	BOOKS	42.98			7000 411600	662		101000
94186776									
48	02/04/26	BOOKS	19.14			7000 411600	662		101000
94238440									
49	02/04/26	BOOKS	19.10			7000 411600	662		101000
94238441									
50	02/05/26	BOOKS	14.00			7000 411600	662		101000
94255017									
51	02/05/25	BOOKS	29.99			7000 411600	662		101000
694255018									
52	02/05/26	BOOKS	54.16			7000 411600	662		101000
94255019									
53	02/05/26	BOOKS	97.85			7000 411600	662		101000
94255020									
54	02/05/26	BOOKS	96.34			7000 411600	662		101000
94255021									
55	02/05/26	BOOKS	22.56			7000 411600	662		101000
94255022									
56	02/09/26	BOOKS	13.16			7000 411600	662		101000
94331462									
57	02/09/26	BOOKS	17.50			7000 411600	662		101000
94331463									
58	02/09/26	BOOKS	66.71			7000 411600	662		101000
94331464									
59	02/09/26	BOOKS	81.57			7000 411600	662		101000
94331465									
60	02/09/26	BOOKS	22.51			7000 411600	662		101000
94331466									
61	02/09/26	BOOKS	18.06			7000 411600	662		101000
94331467									
62	02/09/26	BOOKS	23.47			7000 411600	662		101000
94331468									
63	02/09/26	BOOKS	34.13			7000 411600	662		101000
94331469									
64	02/09/26	BOOKS	27.37			7000 411600	662		101000
94331470									

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
65	02/09/26	BOOKS	25.38			7000 411600	662		101000
94331471									
66	02/09/26	BOOKS	13.16			7000 411600	662		101000
94331472									
67	02/09/26	BOOKS	17.19			7000 411600	662		101000
94331473									
68	02/09/26	BOOKS	39.34			7000 411600	662		101000
94331474									
69	02/09/26	BOOKS	29.16			7000 411600	662		101000
94331475									
70	02/09/26	BOOKS	40.55			7000 411600	662		101000
94331476									
71	02/09/26	BOOKS	28.20			7000 411600	662		101000
94348956									
72	02/09/26	BOOKS	21.63			7000 411600	662		101000
94348957									
73	02/10/26	BOOKS	74.37			7000 411600	662		101000
94373009									
74	02/10/26	BOOKS	13.28			7000 411600	662		101000
94373010									
75	02/10/26	BOOKS	23.64			7000 411600	662		101000
94373011									
76	02/10/26	BOOKS	17.72			7000 411600	662		101000
94373012									
77	02/10/26	BOOKS	36.89			7000 411600	662		101000
94373013									
<b>Total for Vendor:</b>			<b>4,838.78</b>						
130512	C	3368 IWORQ SYSTEMS INC	29,150.00						
March 2026 - February 2027									
1	215204	02/02/26 Permit Management	29,150.00			1000 418000	497		101000
215204									
<b>Total for Vendor:</b>			<b>29,150.00</b>						

02/13/26  
14:48:50

CITY OF WEST FARGO, ND  
Claim Details by Posted Date  
For Claims from 02/02/26 to 02/13/26

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Report ID: AP100V

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130585	C	1765 J.J. KELLER & ASSOC, INC	390.71						
1	02/12/69	CDL TRAINING	390.71			1000 450000	497		101000
		110898902							
		<b>Total for Vendor:</b>	<b>390.71</b>						
130622		5712 JACOB WILLIAMS	122.00						
		STATE TRAINING - BISMARCK, ND							
1	02/09/26	TRAVEL REIMBURSEMENT	122.00			6010 450200	340		101000
		<b>Total for Vendor:</b>	<b>122.00</b>						
130657	C	2798 JOHNSON CONTROLS BUILDING	664.35						
1	02/02/26	PW - FURNACE REPAIR	664.35			6020 450000	420		101000
		1-137157219360							
		<b>Total for Vendor:</b>	<b>664.35</b>						
130461	C	274 JOHNSON, MOTTINGER & GREENWOOD,	5,500.00						
		February 2026							
1	02/01/26	Court Appointed Attorney	5,500.00			1000 412000	310		101000
		<b>Total for Vendor:</b>	<b>5,500.00</b>						
130683	C	5212 KASEYA US LLC	2,808.00						
		02/01/2026-01/31/2027							
1	CI_1787319	02/04/26 IT Glue - annual subscript	2,808.00			1000 414104	497		101000
		CI_1787319							
		<b>Total for Vendor:</b>	<b>2,808.00</b>						
130563	C	3173 KIESLER POLICE SUPPLY, INC.	3,207.20						
1	01/30/26	investigations glock 43x	3,207.20			1000 421000	987		101000
		IN274748							
		<b>Total for Vendor:</b>	<b>3,207.20</b>						
130455	-94497E	4482 KOTAPAY	2,499.97						
		02/06/2026 Payroll							
1	02/06/26	Child Support 02/06/26	2,499.97			1000 212549			101000
		<b>Total for Vendor:</b>	<b>2,499.97</b>						

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130641		259 LANEY'S, INC.	14,414.00						
	ST 75 2026 Rinnai Demand Duo Water Heater. Hybrid Gas	Commercial 119 Gall 199000 BTU							
1	12/02/25 FD St 75 Unplug Kitchen drain		225.00			2060 415200	494		101000
621480363									
2	01/27/26 FD St 75 Water Heater 26 Budge		14,189.00			2060 415200	864		101000
623218295									
		<b>Total for Vendor:</b>	<b>14,414.00</b>						
130486		2085 LANGUAGE LINE SERVICES	285.63						
1	01/31/26 feb 2026 interpreter		285.63		1000	421000	418		101000
11841545									
		<b>Total for Vendor:</b>	<b>285.63</b>						
130579	C	277 LARSON WELDING & MACHINE CO	200.00						
1	01/30/26 CAT RENTAL PLATE WELDING		200.00		1000	430000	427		101000
84830									
		<b>Total for Vendor:</b>	<b>200.00</b>						
130475	C	4767 LENOVO (UNITED STATES) INC.	3,715.20						
1	02/03/25 monitors		3,715.20		1000	421000	497		101000
N300128152									
130667	C	4767 LENOVO (UNITED STATES) INC.	1,111.62						
1	02/13/26 3rd support station laptop		1,111.62		1000	421000	497		101000
N300178676									
		<b>Total for Vendor:</b>	<b>4,826.82</b>						
130529		3399 LES PORTER	1,377.11						
	AHR CONFERENCE - LAS VEGAS, NV								
1	02/05/26 TRAVEL REIMBURSEMENT		1,377.11		1000	455000	340		101000
		<b>Total for Vendor:</b>	<b>1,377.11</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130569	C	3304 MAC'S HARDWARE	137.96						
1	02/09/26	SHOVEL/RAKE	137.96			2210 428000	432		101000
12490									
130598	C	3304 MAC'S HARDWARE	53.94						
1	01/26/26	TOE WARMERS	53.94			6010 450200	639		101000
12083									
		<b>Total for Vendor:</b>	<b>191.90</b>						
130664	C	3536 MACQUEEN (FD)	1,138.69						
1	02/02/26	FD E-76 Water Transducer	453.96			2060 415200	427		101000
P13819									
2	02/02/26	FD E-75 AC Compressor/belt	262.74			2060 415200	427		101000
P13819									
3	02/10/26	FD Both Stations-Cal Gas	421.99			2060 415200	424		101000
P62266									
		<b>Total for Vendor:</b>	<b>1,138.69</b>						
130474	C	4637 MAMMOTH HOLDINGS LLC	605.00						
1	01/31/26	jan 2026 - car wash	605.00			1000 421000	420		101000
PS-INV105587									
		<b>Total for Vendor:</b>	<b>605.00</b>						
130481	C	5416 MARCO TECHNOLOGIES LLC NW 7128	93.50						
1	02/02/26	feb 2026 pd plotter	93.50			1000 421000	428		101000
INV14843949									
		<b>Total for Vendor:</b>	<b>93.50</b>						
130460	C	5349 MARCO TECHNOLOGIES, LLC	1,798.26						
1	41211780 02/04/26	Finance	212.65			1000 414100	428		101000
41211780									
2	41211780 02/04/26	Non-Departmental	494.20			1000 415000	428		101000
41211780									
3	41211780 02/04/26	Planning / Inspections	117.36			1000 418000	428		101000
41211780									
4	41211780 02/04/26	HR	36.32			1000 414103	428		101000
41211780									

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
5	41211780	02/04/26 Court	240.43			1000 412000	428		101000
41211780									
6	41211780	02/04/26 Police	25.76			1000 421000	428		101000
41211780									
7	41211780	02/04/26 PW Water	184.56			6020 450000	428		101000
41211780									
8	41211780	02/04/26 PW Sanitation	162.61			6010 450200	428		101000
41211780									
9	41211780	02/04/26 Fire	54.46			2060 415200	428		101000
41211780									
10	41211780	02/04/26 IT	117.36			1000 414104	428		101000
41211780									
11	41211780	02/04/26 Fleet & Facilities	35.19			1000 455000	428		101000
41211780									
12	41211780	02/04/26 Admin	117.36			1000 414000	428		101000
41211780									
130471	C	5349 MARCO TECHNOLOGIES, LLC	331.36						
1	02/04/26	feb 2026 - mail room	262.72			1000 421000	428		101000
41211781									
2	02/04/26	feb 2026 - training room	68.64			1000 421000	428		101000
41211782									
130596	C	5349 MARCO TECHNOLOGIES, LLC	714.62						
1	01/28/26	LEASE FOR PRINTERS	714.62			7000 411600	428		101000
41139122									
130663	C	5349 MARCO TECHNOLOGIES, LLC	123.61						
1	02/10/26	FD St 76 Printer contract	123.61			2060 415200	428		101000
41259081									
		<b>Total for Vendor:</b>	<b>2,967.85</b>						
130666	C	299 MENARDS (FIRE)	130.43						
1	01/27/26	FD EQ Hardware	21.15			2060 415200	500		101000
73996									
2	01/30/26	FD Eq Tools B-75 (budget 26)	95.82			2060 415200	641		101000
72354									

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Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3 74172	01/30/26	FD Station Supplies	13.46			2060 415200	500		101000
		<b>Total for Vendor:</b>	<b>130.43</b>						
130230 1 73307	-94635C 01/15/26	4622 MENARDS (PUBLIC WORKS) #7105 TOOLS	1,013.49 40.74			6025 450000	610		101000
2 73655	01/21/26	TOOLS	11.86			6025 450000	432		101000
3 73771	01/23/26	SHOVEL	22.99			6010 450200	420		101000
4 73691	01/22/26	JUMPER CABLES/GLASS CLEANER	66.87			6010 450200	433		101000
5 73649	01/21/26	LOCK BOX	31.44			6010 450200	420		101000
6 73631	01/21/26	CLEANING SUPPLIES	57.72			6020 450000	433		101000
7 73761	01/23/26	CLAMPS/TRITAP/CABLE TIES	66.15			6020 450000	632		101000
8 73782	01/23/26	ANTIFREEZE/BLEACH	38.42			6020 450000	433		101000
9 73766	01/23/26	PROBING ROD	29.99			6020 450000	432		101000
10 73759	01/23/26	AC FOAM	24.89			6020 450000	632		101000
11 73632	01/21/26	5 GAL PAILS	8.47			6025 450000	433		101000
12 73571	01/20/26	HARDWARE/TOTES	62.58			6025 450000	420		101000
13 73064	01/12/26	PINS/5 GAL PAILS	58.18			6025 450000	433		101000
14 73504	01/19/26	RECEIVER TUBE/WISE	85.83			6025 450000	432		101000
15 73509	01/19/26	OFFICE SUPPLIES	48.23			2210 428000	410		101000
16 73069	01/12/26	FLAG TAPE	25.44			2210 428000	358		101000

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Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
17 73364	01/16/26	TAPE	16.98			6020 450000	500		101000
18 73289	01/15/26	HARDWARE/BENCH VISE	243.88			6020 450000	432		101000
19 73596	01/20/26	OFFICE SUPPLIES	8.49			2210 428000	410		101000
20 73756	01/23/26	PAINT/LUMBER	64.34			1000 430000	433		101000
130503	C	4622 MENARDS (PUBLIC WORKS)	369.86						
1 74185	01/30/26	TARPS	4.98			6025 450000	420		101000
2 74175	01/30/26	HDMI CABLE	34.99			1000 414104	497		101000
3 74199	01/30/26	HEATER	31.99			1000 430002	487		101000
4 74333	02/02/26	FILTERS/DUCT TAPE	26.84			6020 450000	448		101000
5 74531	02/05/26	JOINT PLIERS/BITS/HAMMERS	159.52			6020 450000	432		101000
6 74323	02/02/26	REFL DBRD	34.34			6020 450000	432		101000
7 74569	02/06/26	PARTS CLEANER/FUEL PREMIX	46.96			6020 450000	433		101000
8 74738	02/09/26	LUMBER	30.24			1000 430000	427		101000
130518	C	4622 MENARDS (PUBLIC WORKS)	528.02						
1 74792	02/10/26	#3104 TOOLS	528.02			1000 430000	610		101000
130534	C	4622 MENARDS (PUBLIC WORKS)	195.73						
1 74595	02/06/26	BOLTS	3.84			1000 430000	433		101000
2 74710	02/09/26	SPREADER/TRASH BAGS	191.89			1000 430001	358		101000

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130568	C	4622 MENARDS (PUBLIC WORKS)	339.84						
1	02/09/26	MISC TOOLS	40.78			6025 450000	432		101000
74715									
2	02/10/26	SUMP PUMP/BITS	299.06			6025 450000	826		101000
74789									
130612	C	4622 MENARDS (PUBLIC WORKS)	154.72						
1	02/10/22	SINGLE TUBE MV	26.57			6010 450200	420		101000
74777									
2	02/04/26	DUST MOP	51.94			6020 450000	500		101000
74475									
3	02/06/26	HANDLE ASSY	21.99			1000 455000	420		101000
74570									
4	02/05/26	CABLE TIES	54.22			1000 455000	420		101000
74511									
130619	C	4622 MENARDS (PUBLIC WORKS)	9.27						
1	02/04/26	VALVE CAPS	1.29			6010 450200	433		101000
74463									
2	02/06/26	BATTERY TERMINAL/ELBOW	7.98			6010 450200	427		101000
74588									
		<b>Total for Vendor:</b>	<b>2,610.93</b>						
130588	C	5614 MERIDIAN COMMERCIAL CONSTRUCTION	333,695.13						
1	01/30/26	PROJ 9061	333,695.13			4188 480000	670		101000
25013									
		<b>Total for Vendor:</b>	<b>333,695.13</b>						
130525	E	2766 MIDCONTINENT COMMUNICATIONS	110.65						
1	02/01/26	PW INTERNET	110.65			1000 450000	497		101000
18410720115209									
130651	E	2766 MIDCONTINENT COMMUNICATIONS	1,250.65						
1	15231 02/11/26	193293401 - 3150 Sheyenne	1,250.65			2310 452120	497		101000
19329340115231									

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130661	-94489E	2766 MIDCONTINENT COMMUNICATIONS	756.80						
1	01/27/26	FD Acct. 372571701 Catch up bi	756.80			2060 415200	527		101000
		37257170115202							
		<b>Total for Vendor:</b>	<b>2,118.10</b>						
130506	C	102 MIDSTATES WIRELESS	22,469.40						
1	01/12/26	#1231 getack laptop & dock	4,493.88			1000 421000	610		101000
		207001124							
2	01/12/26	#1232 getack laptop & dock	4,493.88			1000 421000	610		101000
		207001124							
3	01/12/26	#1233 getack laptop & dock	4,493.88			1000 421000	610		101000
		207001124							
4	01/12/26	#1234 getack laptop & dock	4,493.88			1000 421000	610		101000
		207001124							
5	01/12/26	#1235 getack laptop & dock	4,493.88			1000 421000	610		101000
		207001124							
130507	C	102 MIDSTATES WIRELESS	78,168.27						
1	12/01/25	#1231 squad equipment	13,868.19			1000 421000	610		101000
		207001055							
2	01/02/26	#1232 squad equipment	13,868.19			1000 421000	610		101000
		207001056							
3	01/02/26	#1233 squad equipment	13,868.19			1000 421000	610		101000
		207001057							
4	12/05/25	#1234 squad equipment	18,281.85			1000 421000	610		101000
		207001069							
5	01/01/26	#1235 squad equipment	18,281.85			1000 421000	610		101000
		207001070							
		<b>Total for Vendor:</b>	<b>100,637.67</b>						
130597	C	1854 MIDWEST TAPE	1,369.17						
1	01/21/26	DVD	57.53			7000 411600	664		101000
		508339764-1							
2	01/27/26	DVD	97.38			7000 411600	664		101000
		508365736							
3	01/27/26	DVD	65.91			7000 411600	664		101000
		508365734							

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
4	01/27/26 DVD		281.97			7000 411600	664		101000
508365735									
5	02/03/26 DVD		83.94			7000 411600	664		101000
508396831									
6	02/03/26 DVD		245.81			7000 411600	664		101000
508396737									
7	02/03/26 DVD		332.53			7000 411600	664		101000
508396830									
8	02/03/26 DVD		30.72			7000 411600	664		101000
508396832									
9	02/03/26 DVD		68.16			7000 411600	664		101000
508396739									
10	02/10/26 DVD		45.24			7000 411600	664		101000
508425007									
11	02/10/26 DVD		27.72			7000 411600	664		101000
508425008									
12	02/10/26 DVD		32.26			7000 411600	664		101000
508425009									
<b>Total for Vendor:</b>			<b>1,369.17</b>						
130452	C	305 MOORE ENGINEERING INC	279,965.24						
1	SIN007349	01/29/26 Project 9063	18,727.20			4227 480000	418		101000
	SIN007349								
2	SIN007326	01/29/26 Project 9033	1,543.75			6010 450200	313		101000
	SIN007326								
3	SIN007336	01/29/26 Project 9021	114,832.48			2970 480000	418		101000
	SIN007336								
4	SIN007338	01/29/26 Imp Dist 3009	22,788.15			4225 480000	418		101000
	SIN007338								
5	SIN007344	01/29/26 Imp Dist 3008	28,940.50			4224 480000	418		101000
	SIN007344								
6	SIN007423	01/31/26 Imp Dist 3006	51,100.03			4003 480000	418		101000
	SIN007423								
7	SIN007332	01/29/26 Imp Dist 2288	582.75			4437 480000	418		101000
	SIN007332								
8	SIN007328	01/29/26 Imp Dist 2297	8,531.50			4192 480000	418		101000
	SIN007328								

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9	SIN007329	01/29/26 Imp Dist 2296	8,348.50			4191 480000	418		101000
		SIN007329							
10	SIN007324	01/29/26 Imp Dist 1339	406.00			4088 480000	418		101000
		SIN007324							
11	SIN007327	01/29/26 Imp Dist 1356	8,179.50			4197 480000	418		101000
		SIN007327							
12	SIN007334	01/29/26 Imp Dist 1353	2,620.17			4189 480000	418		101000
		SIN007334							
13	SIN007350	01/29/26 Project 1352	8,468.75			4222 480000	418		101000
		SIN007350							
14	SIN007335	01/29/26 Project 1351	4,895.96			4221 480000	418		101000
		SIN007335							
		<b>Total for Vendor:</b>	<b>279,965.24</b>						
130557	C	298 MVTL LABORATORIES	1,609.75						
1	02/05/26	WATER TESTING	1,609.75			6025 450000	335		101000
		1344060							
		<b>Total for Vendor:</b>	<b>1,609.75</b>						
130564		5651 NATURAL PET CENTER INC	89.75						
1	02/11/26	clover's chews	89.75			1000 421000	915		101000
		<b>Total for Vendor:</b>	<b>89.75</b>						
130456	-94496E	363 ND PERS	10,814.00						
	02/06/26	Payroll							
1	02/06/26	457b Def Comp - Contributions	10,814.00			1000 212532			101000
130511	-94491E	363 ND PERS	446.39						
		Finance Dept Retro Pay							
1	02/09/26	Feb Payroll Adj	433.47			1000 212532			101000
2	02/09/26	Feb Payroll Adj	12.92			1000 414100	230		101000
		<b>Total for Vendor:</b>	<b>11,260.39</b>						
130634	C	571 ND WORKFORCE SAFETY & INSURANCE	350.55						
1	BWN8VWTDUL	01/28/26 PD	350.55			1000 421000	240		101000
		BWN8VWTDUL							
		<b>Total for Vendor:</b>	<b>350.55</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130448	C	2261 NETWORK CENTER INCORPORATED	7,517.80						
		Office 365 G1 - 169 licenses							
		Office 365 G3 - 229 licenses							
		MS Teams Rooms Pro - 10 licenses							
		Power BI Pro - 1 license							
		Office 365 G5 - 2 licenses							
		1 INV245153 02/03/26 Microsoft 365 Subscriptions	7,517.80			1000 414104	497		101000
		INV245153							
130476	C	2261 NETWORK CENTER INCORPORATED	5,589.69						
		1 INV245717 02/05/26 Veeam annual mtnc renewal 2	5,589.69			1000 414104	497		101000
		INV245717							
		<b>Total for Vendor:</b>	<b>13,107.49</b>						
130522		2035 NORTH CENTRAL RENTAL & LEASING,	10,959.79						
		1 01/30/26 RENTAL GRADER DAMAGE REPAIR	959.79			1000 430000	427		101000
		28RR00138133							
		2 01/05/26 GRADER RENTAL	10,000.00			1000 430000	657		101000
		28RR00137825							
		<b>Total for Vendor:</b>	<b>10,959.79</b>						
130584	C	370 NORTH DAKOTA SAFETY COUNCIL	1,560.00						
		1 01/19/26 CONF REGISTRATION - PW	780.00			1000 450000	340		101000
		162995							
		2 01/19/26 CONF REGISTRATION - ST	390.00			1000 430000	340		101000
		162995							
		3 01/19/26 CONF REGISTRATION - RW	390.00			1000 430001	340		101000
		162995							
		<b>Total for Vendor:</b>	<b>1,560.00</b>						
130609		1252 NORTH DAKOTA STATE LIBRARY	19.00						
		1 02/11/26 MISSING BOOK FEE	19.00			7000 411600	490		101000
		90687							
		<b>Total for Vendor:</b>	<b>19.00</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130532		3111 NORTHERN SALT INCORPORATED	42,757.92						
1	01/29/26	BULK DEICING SALT	42,757.92			1000 430000	377		101000
34709									
		<b>Total for Vendor:</b>	<b>42,757.92</b>						
130582	C	1715 NORTHWEST TIRE INC	142.01						
1	02/02/26	#2100 SECTION REPAIR	142.01			6020 450000	427		101000
24054640									
130656	C	1715 NORTHWEST TIRE INC	19.71						
1	02/13/26	#5008 FLAT REPAIR	19.71			1000 455000	427		101000
26062105									
		<b>Total for Vendor:</b>	<b>161.72</b>						
130480	C	5440 NORTHWEST TIRE INC. (PD)	41.66						
1	02/04/26	#1195 tire repair	41.66			1000 421000	427		101000
26061936									
		<b>Total for Vendor:</b>	<b>41.66</b>						
130668		1774 O'REILLY AUTOMOTIVE STORES, INC	1,031.59						
1	01/28/26	FD Anti-freeze	139.08			2060 415200	424		101000
1932-140185									
2	01/28/26	FD Bulk Admin Oil filters	166.70			2060 415200	427		101000
1932-140185									
3	01/29/26	FD Buil Oil/Air Filters	747.87			2060 415200	427		101000
1932-140449									
4	02/04/26	FD Cr return oil Filter	-29.99			2060 415200	427		101000
1932-142308									
5	02/04/26	FD oil Filter	7.93			2060 415200	427		101000
1932-142309									
		<b>Total for Vendor:</b>	<b>1,031.59</b>						
130578		4744 O'REILLY AUTOMOTIVE STORES, INC	804.68						
1	02/04/26	#8016 BATTERY	245.99			1000 415000	427		101000
1932142296									
2	02/04/26	PD - CAPSULE	22.42			1000 421000	427		101000
1932142546									

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3 1932140798	01/30/26 #1192 MICRO VBELT		20.36			1000 421000	427		101000
4 1932142002	02/03/26 #7600 BATTERY		210.99			4387 480000	427		101000
5 1932142002	02/03/26 #1174 BATTERY		224.99			1000 421000	427		101000
6 1932141723	02/02/26 #1186 BLOWER MOTOR		79.93			1000 421000	427		101000
		<b>Total for Vendor:</b>	<b>804.68</b>						
130594 1 1000481987	02/02/26 WEBDEWEY 2/2/26-6/30/26	3416 OCLC, INC.	165.94 165.94			7000 411600	650		101000
		<b>Total for Vendor:</b>	<b>165.94</b>						
130662 1 05-384490	02/09/26 FD T-76 Alignment/rotation	C 352 OK TIRE STORE - COM CTR	220.00 220.00			2060 415200	420		101000
		<b>Total for Vendor:</b>	<b>220.00</b>						
130577 1 16338 2 16337 3 16298	02/05/26 #4200 SHEAVE 02/05/26 #4302 HYD TUBES 02/05/26 #4102 HYD TANK ASSY	399 OLYMPIC SALES	5,814.91 233.58 90.20 5,491.13			6010 450200 6010 450200 6010 450200	427 427 427		101000 101000 101000
		<b>Total for Vendor:</b>	<b>5,814.91</b>						
130458 1 6014274	01/31/26 Jan 2026 Locates	C 631 ONE CALL CONCEPTS, INC	59.40 59.40			6020 450000	412		101000
		<b>Total for Vendor:</b>	<b>59.40</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130677	C	5329 OPENGOV INC	999.00						
1	02/10/26	C MOSS ADMIN CERT	999.00			6010 450200	340		101000
		INV25216							
		<b>Total for Vendor:</b>	<b>999.00</b>						
130497	C	563 PETRO SERVE USA	652.74						
1	02/02/26	#369 DIESEL	158.57			1000 430000	424		101000
1720									
2	02/02/26	#3205 DIESEL	43.22			1000 430000	424		101000
1205									
3	01/30/26	ST DIESEL	40.00			1000 430000	424		101000
1164									
4	02/04/26	#369 DIESEL	166.46			1000 430000	424		101000
2272									
5	02/05/26	#369 DIESEL	126.13			1000 430000	424		101000
2563									
6	02/03/26	#369 DIESEL	55.80			1000 430000	424		101000
1965									
7	02/05/26	KNIPCO HEATER KEROSENE	62.56			6020 450000	424		101000
2403									
130515	C	563 PETRO SERVE USA	88.41						
1	01/31/26	WF Airport Fuel	88.41			7050 500000	424		101000
		0967933 01/26							
130565	C	563 PETRO SERVE USA	103.96						
1	02/06/26	FD Snow Tractor Fuel	80.68			2060 415200	424		101000
98790									
2	01/28/26	FD CRR Extingusher Class	23.28			2060 415200	424		101000
98454									
130599	C	563 PETRO SERVE USA	549.45						
1	02/12/26	OIL/COOLAN	549.45			6010 450200	424		101000
		100656							

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130635	C	563 PETRO SERVE USA	26.07						
1	01/28/26	KEROSENE	26.07			6025 450000	424		101000
9537									
		<b>Total for Vendor:</b>	<b>1,420.63</b>						
130590	C	1483 PITNEY BOWES BANK INC - RESERVE	2,000.00						
1	02/12/26	POSTAGE REFILL	2,000.00			7000 411600	360		101000
		RESERVE ACCT NO:43560960							
		<b>Total for Vendor:</b>	<b>2,000.00</b>						
130586	C	5431 PLOWOPS INC	2,040.00						
1	02/01/26	PLOWOPS SUBSCRIPTION (FEB)	2,040.00			1000 430000	497		101000
04883									
		<b>Total for Vendor:</b>	<b>2,040.00</b>						
130681		4064 POMP'S TIRE SERVICE (ROYAL TIRE)	1,067.50						
1	01/08/26	#4007 TIRES	1,015.50			6010 450200	427		101000
		2450014673							
2	01/15/26	#4302 FLAT REPAIR	52.00			6010 450200	427		101000
		2450014773							
		<b>Total for Vendor:</b>	<b>1,067.50</b>						
130629	C	1295 PRO-WEST & ASSOCIATES, INC	1,443.91						
1	INV-3026 01/31/26	GIS Tech Support	1,443.91			1000 414106	497		101000
		INV-0000003026							
		<b>Total for Vendor:</b>	<b>1,443.91</b>						
130523		2982 RDO EQUIPMENT CO	1,039.71						
1	01/30/26	#7201 FILTER ELEMENT	49.73			6025 450000	427		101000
		P5188754							
2	01/30/26	#7706 FILTER HEAD	402.58			4387 480000	427		101000
		P5191954							
4	02/04/26	#7701 HYDAULIC OIL	587.40			4387 480000	424		101000
		P5226554							
		<b>Total for Vendor:</b>	<b>1,039.71</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130679	C	3204 RECORD KEEPERS	35.00						
1	12/31/25	SHREDDING	17.50			6020 450000	420		101000
A290762									
2	01/31/26	SHREDDING	17.50			6020 450000	420		101000
A291859									
		<b>Total for Vendor:</b>	<b>35.00</b>						
130485		999999 RESIDENCE INN HUNTSVILLE AL	6,566.00						
1	02/04/26	bomb training - Travis Evink	6,566.00			1000 421000	340		101000
83497563									
		<b>Total for Vendor:</b>	<b>6,566.00</b>						
130648		5717 RYAN BECKER	50.00						
1	02/12/26	Feb WF Airport Secretary	50.00			7050 500000	120		101000
		<b>Total for Vendor:</b>	<b>50.00</b>						
130238	-94505E	3353 SAM'S CLUB MC/SYNCB	114.09						
1	01/09/26	City Hall Supplies	106.58			1000 415000	420		101000
2	01/07/26	Interest	7.51			1000 415000	420		101000
130479	E	3353 SAM'S CLUB MC/SYNCB	88.08						
1	02/04/26	kitchen supplies	88.08			1000 421000	420		101000
000311									
130611	E	3353 SAM'S CLUB MC/SYNCB	217.84						
1	02/04/26	PW SUPPLIES	217.84			6020 450000	500		101000
		<b>Total for Vendor:</b>	<b>420.01</b>						
130601	E	1881 SAM'S CLUB/SYNCHRONY BANK (FD)	478.73						
1	02/09/26	FD St 76 Station Supplies	360.31			2060 415200	500		101000
1553729086159									
2	02/09/26	FD St 75 Station Supplies	118.42			2060 415200	500		101000
7660252911774									
		<b>Total for Vendor:</b>	<b>478.73</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130620	C	454 SANITATION PRODUCTS	1,320.00						
1	01/20/26	#7300 TIRES	1,320.00			6025 450000	322		101000
95581									
		<b>Total for Vendor:</b>	<b>1,320.00</b>						
130470		450 SCHEELS	689.85						
1	02/05/26	rifle case for honor guard	689.85			1000 421000	422		101000
42230									
130484		450 SCHEELS	199.95						
PO - 200297									
1	02/02/26	boots for salter	199.95			1000 421000	422		101000
42226									
		<b>Total for Vendor:</b>	<b>889.80</b>						
130610		5713 SCOTT'S ELECTRIC	23,789.11						
1	PROJ 9061		23,789.11			4188 480000	670		101000
		<b>Total for Vendor:</b>	<b>23,789.11</b>						
130645	C	2602 SELLIN BROTHERS, INC	27,313.56						
1	Pay App 9 02/03/26	Project 3006	27,313.56			4003 480000	670		101000
Pay App 9									
		<b>Total for Vendor:</b>	<b>27,313.56</b>						
130463	-94494E	5570 SHEYENNE 32 EAST LLC	699.67						
3150	Sheyenne St - Unit A								
1	Feb 2026 02/01/26	CAM/Operating Exp - Feb	484.00			2960 411900	416		101000
3150	Sheyenne St - Unit A								
2	Feb 2026 02/01/26	Parking Fee - Feb	79.17			2960 411900	416		101000
3150	Sheyenne St - Unit A								
3	Feb 2026 02/01/26	Plaza Fee - Feb	136.50			2960 411900	416		101000
3150	Sheyenne St - Unit A								
		<b>Total for Vendor:</b>	<b>699.67</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130447	C	5199 SIGN BADGERS	26.40						
1	36314	02/03/26 Business cards - A Gnoinsky	26.40			1000 414103	410		101000
	36314								
		<b>Total for Vendor:</b>	<b>26.40</b>						
130444		2655 SIMPLIFILE	120.00						
1	01/31/26	Service 01/01/26-01/31/26	120.00			1000 418000	343		101000
	NDT8B3-01312026								
		<b>Total for Vendor:</b>	<b>120.00</b>						
130574	C	3652 SNAP-ON TOOLS INDUSTRIAL	98.51						
1	02/09/26	TOOLS	98.51			1000 455000	432		101000
	ARV/67105172								
		<b>Total for Vendor:</b>	<b>98.51</b>						
130639	C	4917 SOFTCHOICE CORPORATION	47,142.67						
1	91791732	02/10/26 Annual Fees	47,142.67			1000 414104	497		101000
	91791732								
		<b>Total for Vendor:</b>	<b>47,142.67</b>						
130449		5600 SOUTHDATA INC	12,170.05						
1	994755203	01/30/26 UB Statements/Postage - Jan	12,170.05			6020 450000	360		101000
	994755203								
		<b>Total for Vendor:</b>	<b>12,170.05</b>						
130548	C	465 SPARTAN STORES LLC	0.95						
1	09/23/25	FD paying off .95 charge	0.95			2060 415200	500		101000
	0039714624								
		<b>Total for Vendor:</b>	<b>0.95</b>						
130623	C	2821 STROHMAN ENTERPRISE, INC	7,685.92						
1	02/12/26	60 rifle lights upgrade	7,685.92			1000 421000	641		101000
	254953								
		<b>Total for Vendor:</b>	<b>7,685.92</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130605	C	176 SUMMIT FIRE PROTECTION	76.10						
1	02/04/26	FIRE EXTINGUISHER RECHARGE	76.10			6020 450000	420		101000
3835360									
130652	C	176 SUMMIT FIRE PROTECTION	940.00						
1	01/30/26	PROJ 9061	940.00			4188 480000	670		101000
3823743									
		<b>Total for Vendor:</b>	<b>1,016.10</b>						
130576	C	733 SWANSTON EQUIPMENT CORP	2,463.83						
1	02/04/26	#3035 SOCKETS	9.24			1000 430000	427		101000
P21053									
2	01/30/26	FILTERS	322.68			1000 430001	427		101000
P20922									
3	02/02/26	#5417 POLY FLAT/CONV WHS	382.90			1000 430001	427		101000
P20956									
4	01/30/26	#3035 CONN KIT/SOCKETS	105.29			1000 430000	427		101000
P20929									
5	01/09/26	DUP PAYMENT	-69.53			1000 430000	427		101000
P19676									
6	01/29/26	#7013 BLOCK/MOTOR HYD	1,713.25			6025 450000	427		101000
P20916									
		<b>Total for Vendor:</b>	<b>2,463.83</b>						
130560	C	2491 TEAM LABORATORY CHEMICAL, LLC	4,542.00						
1	01/30/26	ULTIMATE BLOCK	4,542.00			6025 450000	423		101000
INV0050331									
		<b>Total for Vendor:</b>	<b>4,542.00</b>						
130650		1419 THE ARTS PARTNERSHIP	10,000.00						
1	05475 02/01/26	2026 Tri-City Granting Funds	10,000.00			1000 415000	666		101000
05475									
		<b>Total for Vendor:</b>	<b>10,000.00</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130570	C	4572 TITAN MACHINERY - MOORHEAD	93,074.00						
1	02/02/26	#4404 NEW HOLLAND WHEEL LOADER	93,074.00			6010 450200	870		101000
		ES0075409							
<b>Total for Vendor:</b>			<b>93,074.00</b>						
130556		4724 TOMMAS MILNER	122.00						
		STATE TRAINING - BISMARCK, ND							
1	02/09/26	TRAVEL REIMBURSEMENT	122.00			6010 450200	340		101000
<b>Total for Vendor:</b>			<b>122.00</b>						
130488		5708 TRAVIS EVINK	2,967.00						
1	02/04/26	6 week training per diem	2,967.00			1000 421000	340		101000
<b>Total for Vendor:</b>			<b>2,967.00</b>						
130531		1373 TROY FREADRICH	147.00						
		STATE TRAINING - BISMARCK, ND							
1	02/09/26	TRAVEL REIMBURSEMENT	147.00			6010 450200	340		101000
<b>Total for Vendor:</b>			<b>147.00</b>						
130521	C	5168 TRUEMAN WELTERS	112.56						
1	02/03/26	#5427 IDLER SPROCKET	98.40			1000 430001	427		101000
		IE63647							
2	02/03/26	#5427 BOLT ASSY	14.16			1000 430001	427		101000
		IE63739							
<b>Total for Vendor:</b>			<b>112.56</b>						
130615	C	665 TWIN CITY GARAGE DOOR	592.00						
1	01/29/26	TS - DOOR REPAIR	592.00			6010 450200	420		101000
		446379806							
<b>Total for Vendor:</b>			<b>592.00</b>						
130457	C	2951 TYLER TECHNOLOGIES, INC	994.10						
1	020-168091	02/02/26 OTC & Portal	994.10			1000 412000	740		101000
		020-168091							
<b>Total for Vendor:</b>			<b>994.10</b>						

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130545		2709 VIGEN'S LAWN SERVICE INC	105.00						
1	02/06/26	abatement 1201 Sheyenne St	105.00			1000 415000	555		101000
462864									
		<b>Total for Vendor:</b>	<b>105.00</b>						
130669	E	3212 VISA ADMINISTRATION	940.00						
1	CC-1948 01/05/26	State of the Cities - Amy Z	55.00			1000 202200			101000
		FMWF CHAMBER OF COMMERCE		CC Accounting: 1000-		-415000-340			
2	CC-1948 01/14/26	Conference - Dan H	125.00			1000 202200			101000
		UGPTI		CC Accounting: 1000-		-414000-340			
		NORTH DAKOTA STATE UNIVERSITY							
3	CC-1948 01/16/26	CR for NDDOT Conference - Dan	-50.00			1000 202200			101000
		UGPTI		CC Accounting: 1000-		-414000-340			
		NORTH DAKOTA STATE UNIVERSITY							
4	CC-1948 01/16/26	New Year Celebration - Dan H	69.17			1000 202200			101000
		Building Industry Association of the RRV		CC Accounting: 1000-		-414000-340			
		MISC CLAIM VENDOR							
5	CC-1948 01/16/26	New Year Celebration - Dustin	69.17			1000 202200			101000
		Building Industry Association of the RRV		CC Accounting: 1000-		-414000-340			
		MISC CLAIM VENDOR							
6	CC-1948 01/16/26	New Year Celebration - Aaron	69.17			1000 202200			101000
		Building Industry Association of the RRV		CC Accounting: 1000-		-418000-340			
		MISC CLAIM VENDOR							
7	CC-1948 01/16/26	New Year Celebration - Mark H	69.17			1000 202200			101000
		Building Industry Association of the RRV		CC Accounting: 1000-		-418000-340			
		MISC CLAIM VENDOR							
8	CC-1948 01/16/26	New Year Celebration - Casey	69.16			1000 202200			101000
		Building Industry Association of the RRV		CC Accounting: 1000-		-414102-340			
		MISC CLAIM VENDOR							
9	CC-1948 01/16/26	New Year Celebration - Rory J	69.16			1000 202200			101000
		Building Industry Association of the RRV		CC Accounting: 1000-		-415000-340			
		MISC CLAIM VENDOR							
10	CC-1948 01/19/26	Midwest Summit Reg - Bernie	45.00			1000 202200			101000
		FMWF CHAMBER OF COMMERCE		CC Accounting: 1000-		-415000-340			
11	CC-1948 01/21/26	Un-Annual Meeting - Bernie	50.00			1000 202200			101000
		GREATER FARGO MOORHEAD EDC		CC Accounting: 1000-		-415000-340			

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
12	CC-1948	01/21/26 NDLC Spring Workshop - Dustin ND LEAGUE OF CITIES	200.00			1000 202200			101000
				CC Accounting:	1000-	-414000-340			
13	CC-1948	01/21/26 NDLC Spring Workshop - Bernie ND LEAGUE OF CITIES	100.00			1000 202200			101000
				CC Accounting:	1000-	-415000-340			
<b>Total for Vendor:</b>			<b>940.00</b>						
130670	E	2437 VISA ASSESSING	103.00						
1	CC-1951	01/06/26 Setup fee - Nolan M RMLS	103.00			1000 202200			101000
				CC Accounting:	1000-	-414101-497			
<b>Total for Vendor:</b>			<b>103.00</b>						
130671	E	3706 VISA COMMUNICATIONS	50.85						
1	CC-1950	01/30/26 Lunch - HR Director interview JIMMY JOHN'S - JJ3292	50.85			1000 202200			101000
				CC Accounting:	1000-	-414103-399			
<b>Total for Vendor:</b>			<b>50.85</b>						
130672	E	4057 VISA ECONOMIC DEVELOPMENT 2	176.16						
1	CC-1953	01/20/26 ND General Public Notice COLUMN SOFTWARE PBC	31.16			1000 202200			101000
				CC Accounting:	1000-	-414102-360			
2	CC-1953	01/22/26 Un-Annual Meeting - Casey GREATER FARGO MOORHEAD EDC	100.00			1000 202200			101000
				CC Accounting:	1000-	-414102-340			
3	CC-1953	01/27/26 Midwest Summit - Casey FMWF CHAMBER OF COMMERCE	45.00			1000 202200			101000
				CC Accounting:	1000-	-414102-340			
<b>Total for Vendor:</b>			<b>176.16</b>						
130673	E	3693 VISA ENGINEERING	2,210.20						
1	CC-1947	01/01/26 Car washes CIRCLE K	10.00			1000 202200			101000
				CC Accounting:	1000-	-414200-420			
2	CC-1947	01/06/26 Jacket - Kyle ULINE INC	74.52			1000 202200			101000
				CC Accounting:	1000-	-414200-422			
3	CC-1947	01/07/26 ND Transportation Conference UGPTI - Paul B, Jim M, Brandon B NORTH DAKOTA STATE UNIVERSITY	225.00			1000 202200			101000
				CC Accounting:	1000-	-414200-340			
4	CC-1947	01/06/26 Conference - Brandon Bahr NL-ATSSA MISC CLAIM VENDOR	260.00			1000 202200			101000
				CC Accounting:	1000-	-414200-340			
5	CC-1947	01/07/26 Class Registration - Jim Mohr UNIVERSITY OF WISCONSIN-EXTENSION	1,095.00			1000 202200			101000
				CC Accounting:	1000-	-414200-340			

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
6	CC-1947 01/28/26	Ad for Bids - Dist 2294	141.36			4223 202200			101000
	COLUMN SOFTWARE PBC			CC Accounting: 4223-		-480000-668			
7	CC-1947 01/28/26	Ad for Bids - Dist 2297	202.16			4192 202200			101000
	COLUMN SOFTWARE PBC			CC Accounting: 4192-		-480000-668			
8	CC-1947 01/28/26	Ad for Bids - Dist 2296	202.16			4191 202200			101000
	COLUMN SOFTWARE PBC			CC Accounting: 4191-		-480000-668			
		<b>Total for Vendor:</b>	<b>2,210.20</b>						
130541	E 3569	VISA FIRE DEPT 1	7,401.00						
1	CC-1936 01/08/26	2026 Budget Gear Ropes/harnes	7,401.00			2060 202200			101000
	CMC RESCUE			CC Accounting: 2060-		-415200-641			
		<b>Total for Vendor:</b>	<b>7,401.00</b>						
130542	E 3568	VISA FIRE DEPT 2	2,476.85						
1	CC-1937 01/18/26	AED Battery Replacement	507.00			2060 202200			101000
	AED MARKET			CC Accounting: 2060-		-415200-420			
2	CC-1937 01/20/26	SCBA Cylinder System	1,559.74			2060 202200			101000
	IDENTIFIRE			CC Accounting: 2060-		-415200-641			
3	CC-1937 01/30/26	Fire Ax	291.99			2060 202200			101000
	LAWLESS BROTHERS FIRE TOOLS			CC Accounting: 2060-		-415200-641			
4	CC-1937 01/21/26	Laser Tool	110.67			2060 202200			101000
	M & J AUTO PARTS			CC Accounting: 2060-		-415200-432			
5	CC-1937 01/26/26	Postage GF Fire Chief Deliver	7.45			2060 202200			101000
	US POSTAL SERVICE			CC Accounting: 2060-		-415200-661			
		<b>Total for Vendor:</b>	<b>2,476.85</b>						
130543	E 4351	VISA FIRE DEPT 3	6,893.24						
1	CC-1938 01/07/26	L Nesvold CPSE26 in Orlando	1,232.60			2060 202200			101000
	AMERICAN AIRLINES			CC Accounting: 2060-		-415200-340			
2	CC-1938 01/07/26	D Underhill CPSE26 in Orlando	1,232.60			2060 202200			101000
	AMERICAN AIRLINES			CC Accounting: 2060-		-415200-340			
3	CC-1938 01/07/26	Trip Insurance for CPSE26 in	135.58			2060 202200			101000
	ALLIANZ GLOBAL ASSISTANCE			CC Accounting: 2060-		-415200-340			
4	CC-1938 01/07/26	M Berg 26 EMS Management	50.00			2060 202200			101000
	ND EMS ASSOCIATION			CC Accounting: 2060-		-415200-340			
5	CC-1938 01/09/26	Air Compressor	199.00			2060 202200			101000
	HOME DEPOT			CC Accounting: 2060-		-415200-432			

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6	CC-1938 01/22/26	Return Air Compressor	-199.00			2060 202200			101000
		HOME DEPOT		CC Accounting:	2060-	-415200-432			
7	CC-1938 01/11/26	Water Rescue Suits	3,585.00			2060 202200			101000
		NRS (Northwest River Supplies)		CC Accounting:	2060-	-415200-641			
8	CC-1938 01/14/26	T Wagner Norary renewal	36.00			2060 202200			101000
		ND SECRETARY OF STATE		CC Accounting:	2060-	-415200-667			
9	CC-1938 01/22/26	Air Compressor	239.00			2060 202200			101000
		HOME DEPOT		CC Accounting:	2060-	-415200-432			
10	CC-1938 01/28/26	Brochures-cooking fires	68.23			2060 202200			101000
		NFPA (NATIONAL FIRE PROTECTION ASSOC)		CC Accounting:	2060-	-415200-375			
11	CC-1938 01/29/26	M Berg NFA Meal Plan	314.23			2060 202200			101000
		National Emergency Training Academy		CC Accounting:	2060-	-415200-340			
<b>Total for Vendor:</b>			<b>6,893.24</b>						
130674	E 4335	VISA HUMAN RESOURCES	60.00						
1	CC-1946 01/30/26	ChatGPT subscription - Nathan	30.00			1000 202200			101000
		OPENAI LLC		CC Accounting:	1000-	-414103-497			
2	CC-1946 01/30/26	ChatGPT subscription - Nick	30.00			1000 202200			101000
		OPENAI LLC		CC Accounting:	1000-	-414000-497			
<b>Total for Vendor:</b>			<b>60.00</b>						
130675	E 5092	VISA IT 2	8.00						
1	CC-1952 01/28/26	ChatGPT subscription	8.00			1000 202200			101000
		OPENAI LLC		CC Accounting:	1000-	-414104-497			
<b>Total for Vendor:</b>			<b>8.00</b>						
130606	E 3161	VISA LIBRARY #1	1,347.46						
1	CC-1939 01/06/26	HAND SOAP	34.77			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting:	7000-	-411600-410			
2	CC-1939 01/10/26	RECEIPT PAPER	55.80			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting:	7000-	-411600-410			
3	CC-1939 01/11/26	MAGIC ERASERS	14.94			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting:	7000-	-411600-410			
4	CC-1939 01/11/26	GAME OF THRONES DVD	23.96			7000 202200			101000
		AMAZON CAPITAL SERVICES		CC Accounting:	7000-	-411600-664			
5	CC-1939 01/15/26	STAFF TRAINING	49.98			7000 202200			101000
		SANDY'S DONUTS & COFFEE SHOP		CC Accounting:	7000-	-411600-340			

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
6	CC-1939 01/20/26	PANERA STAFF TRAINING MISC CLAIM VENDOR	473.83			7000 202200 -411600-340			101000
7	CC-1939 01/27/26	MAROTZ AT&L ALA JENNA PLA REGISTRATION MISC CLAIM VENDOR	582.00			7000 202200 -411600-340			101000
8	CC-1939 01/28/26	PURE WATER LEASE FOR WATER MACHINES MISC CLAIM VENDOR	100.00			7000 202200 -411600-410			101000
9	CC-1939 01/29/26	NOTE PADS AMAZON CAPITAL SERVICES	12.18			7000 202200 -411600-410			101000
<b>Total for Vendor:</b>			<b>1,347.46</b>						
130607	E 3162	VISA LIBRARY #2	309.25						
1	CC-1940 01/06/26	KAYLA MEMBERSHIP RENEWAL 1/2026 - 12/2026 AMERICAN LIBRARY ASSOCIATION	215.00			7000 202200 -411600-667			101000
2	CC-1940 01/07/26	KAYLA MEMBERSHIP 1/2026-12/2026 NORTH DAKOTA STATE LIBRARY	60.00			7000 202200 -411600-667			101000
3	CC-1940 01/18/26	NATURAL GROCERS STAFF TRAINING MISC CLAIM VENDOR	5.95			7000 202200 -411600-340			101000
4	CC-1940 01/18/26	STAFF TRAINING HORNBAACHERS	28.30			7000 202200 -411600-340			101000
<b>Total for Vendor:</b>			<b>309.25</b>						
130608	E 4576	VISA LIBRARY #3	1,993.58						
1	CC-1941 01/06/26	SIGNUPGENIUS RENEWAL 1/2026-12/2026 MISC CLAIM VENDOR	269.89			7000 202200 -411600-497			101000
2	CC-1941 01/08/26	MOUNTAIN PLAINS LIB JENNA MEMBERSHIP RENEWAL 1/1/2026-12/31/2026 MISC CLAIM VENDOR	65.00			7000 202200 -411600-667			101000
3	CC-1941 01/08/26	SARAH MEMBERSHIPS 1/2026-12/2026 AMERICAN LIBRARY ASSOCIATION	332.00			7000 202200 -411600-667			101000

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
4	CC-1941 01/09/26	AMY MEMERBERSHIP	215.00			7000 202200			101000
	1/2026-12/2026	AMERICAN LIBRARY ASSOCIATION		CC Accounting:	7000-	-411600-667			
5	CC-1941 01/10/26	SARAH MEMBERSHIP	45.00			7000 202200			101000
	1/2026-12/2026	NORTH DAKOTA STATE LIBRARY		CC Accounting:	7000-	-411600-667			
6	CC-1941 01/10/26	AMY MEMBERSHIP	60.00			7000 202200			101000
	1/2026-12/2026	NORTH DAKOTA STATE LIBRARY		CC Accounting:	7000-	-411600-667			
7	CC-1941 01/13/26	CASSANDRA MEMBERSHIP	35.00			7000 202200			101000
	1/2026-1/2027	NORTH DAKOTA STATE LIBRARY		CC Accounting:	7000-	-411600-667			
8	CC-1941 01/21/26	BREE MEMBERSHIP	60.00			7000 202200			101000
	1/2026-12/2026	NORTH DAKOTA STATE LIBRARY		CC Accounting:	7000-	-411600-667			
9	CC-1941 01/21/26	OLIVIA MEMBERSHIP	45.00			7000 202200			101000
	1/2026-12/2026	NORTH DAKOTA STATE LIBRARY		CC Accounting:	7000-	-411600-667			
10	CC-1941 01/22/26	MARITZ AT&L ALA	364.00			7000 202200			101000
		BREE PLA REGISTRATION		CC Accounting:	7000-	-411600-340			
		MISC CLAIM VENDOR							
11	CC-1941 01/22/26	MARITZ AT&L ALA	364.00			7000 202200			101000
		LAUREN PLA REGISTRATION		CC Accounting:	7000-	-411600-340			
		MISC CLAIM VENDOR							
12	CC-1941 01/27/26	LIBRARY MARKETING CONF	45.00			7000 202200			101000
		ELLEN WEBINAR		CC Accounting:	7000-	-411600-340			
		MISC CLAIM VENDOR							
13	CC-1941 01/31/26	FACEBOOK	93.69			7000 202200			101000
		MISC CLAIM VENDOR		CC Accounting:	7000-	-411600-689			
<b>Total for Vendor:</b>			<b>1,993.58</b>						
130676	E	2438 VISA PLANNING	1,374.92						
1	CC-1949 01/20/26	Cert renewal for Adam H	130.00			1000 202200			101000
		INTERNATIONAL CODE COUNCIL, INC		CC Accounting:	1000-	-418000-667			
2	CC-1949 01/21/26	3-day virtual reg - Chad M	705.00			1000 202200			101000
		INTERNATIONAL CODE COUNCIL, INC		CC Accounting:	1000-	-418000-340			
3	CC-1949 01/22/26	2-day virtual reg - Ali H	470.00			1000 202200			101000
		INTERNATIONAL CODE COUNCIL, INC		CC Accounting:	1000-	-418000-340			

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Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
4	CC-1949 01/22/26	ARD Properties 1st Subdivisio COLUMN SOFTWARE PBC	69.92			1000 202200			101000
		<b>Total for Vendor:</b>	<b>1,374.92</b>			CC Accounting: 1000- -418000-343			
130464	E 2435	VISA POLICE #1	1,850.32						
1	CC-1934 01/07/26	shot show, resort fees-Runcor	191.61			1000 202200			101000
		MISC CLAIM VENDOR				CC Accounting: 1000- -421000-340			
2	CC-1934 01/07/26	shot show, resort fees-KJ	191.61			1000 202200			101000
		MISC CLAIM VENDOR				CC Accounting: 1000- -421000-340			
3	CC-1934 01/09/26	shot show, lodging - Runcorn	733.55			1000 202200			101000
		MISC CLAIM VENDOR				CC Accounting: 1000- -421000-340			
4	CC-1934 01/09/26	shot show, lodging - KJ	733.55			1000 202200			101000
		MISC CLAIM VENDOR				CC Accounting: 1000- -421000-340			
		<b>Total for Vendor:</b>	<b>1,850.32</b>						
130465	E 3233	VISA POLICE #2	4,118.10						
1	CC-1933 01/15/26	tyler conf reg - Anderson	1,249.00			1000 202200			101000
		TYLER TECHNOLOGIES, INC				CC Accounting: 1000- -421000-340			
2	CC-1933 01/15/26	tyler conf reg - Haugen	1,249.00			1000 202200			101000
		TYLER TECHNOLOGIES, INC				CC Accounting: 1000- -421000-340			
3	CC-1933 01/15/26	tyler conf reg - Symonds	1,249.00			1000 202200			101000
		TYLER TECHNOLOGIES, INC				CC Accounting: 1000- -421000-340			
4	CC-1933 01/15/26	K9 insurance	371.10			1000 202200			101000
		MISC CLAIM VENDOR				CC Accounting: 1000- -421000-915			
		<b>Total for Vendor:</b>	<b>4,118.10</b>						
130466	E 3234	VISA POLICE #3	213.51						
1	CC-1932 01/08/26	LETA - training clothing	85.00			1000 202200			101000
		NDLETA				CC Accounting: 1000- -421000-340			
2	CC-1932 01/09/26	ND lab, fuel	35.89			1000 202200			101000
		MISC CLAIM VENDOR				CC Accounting: 1000- -421000-424			
3	CC-1932 01/09/26	ND lab, fuel	32.67			1000 202200			101000
		MISC CLAIM VENDOR				CC Accounting: 1000- -421000-424			
4	CC-1932 01/26/26	charger block	59.95			1000 202200			101000
		AMAZON CAPITAL SERVICES				CC Accounting: 1000- -421000-497			
		<b>Total for Vendor:</b>	<b>213.51</b>						

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Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130467	E 3244	VISA POLICE #4	194.38						
1	CC-1931 01/14/26	fuel - ND lab	36.05			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-424			
2	CC-1931 01/14/26	fuel - ND lab	32.90			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-424			
3	CC-1931 01/15/26	MACIA conf. Gomez, fuel	29.94			1000 202200			101000
	PILOT STORE #590			CC Accounting: 1000-		-421000-340			
4	CC-1931 01/16/26	MACIA conf. Gomez, fuel	35.39			1000 202200			101000
	PILOT STORE #590			CC Accounting: 1000-		-421000-340			
5	CC-1931 01/20/26	fuel - ND lab	29.79			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-424			
6	CC-1931 01/20/26	fuel - ND lab	30.31			1000 202200			101000
	TRI-ENERGY CENEX			CC Accounting: 1000-		-421000-424			
		<b>Total for Vendor:</b>	<b>194.38</b>						
130468	E 4300	VISA POLICE #5	51.35						
1	CC-1930 01/06/26	POST license - Adigun	46.35			1000 202200			101000
	ND POST BOARD			CC Accounting: 1000-		-421000-667			
2	CC-1930 01/21/26	drone license	5.00			1000 202200			101000
	FEDERAL AVIATION ADMINISTRATION			CC Accounting: 1000-		-421000-667			
		<b>Total for Vendor:</b>	<b>51.35</b>						
130469	E 4301	VISA POLICE #6	972.21						
1	CC-1929 01/13/26	annual bridge 4PS Pro license	100.00			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-497			
2	CC-1929 01/16/26	Labby's grooming	143.75			1000 202200			101000
	SIT. STAY. SPA.			CC Accounting: 1000-		-421000-915			
3	CC-1929 01/26/26	maze boards - SRO	385.00			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-375			
4	CC-1929 01/26/26	paper targets	343.46			1000 202200			101000
	MISC CLAIM VENDOR			CC Accounting: 1000-		-421000-987			
		<b>Total for Vendor:</b>	<b>972.21</b>						

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130630	E	2423 VISA PUBLIC WORKS #1	6,320.20						
1	CC-1943	01/05/26 SILICONE BOOT SPRAY	19.98			6025 202200			101000
		FLEET FARM		CC Accounting:	6025-	-450000-422			
2	CC-1943	01/08/26 #6013 CIRCUIT BOARD	438.53			2210 202200			101000
		CIRCUIT BOARD MEDICS		CC Accounting:	2210-	-428000-427			
		MISC CLAIM VENDOR							
3	CC-1943	01/09/26 J NOVACEK COVERALLS	94.99			6020 202200			101000
		FLEET FARM		CC Accounting:	6020-	-450000-422			
4	CC-1943	01/12/26 L MOUSSEAU BOOTS/COVERALLS	479.98			6025 202200			101000
		FLEET FARM		CC Accounting:	6025-	-450000-422			
5	CC-1943	01/14/26 #7105 TOOLS	303.10			6025 202200			101000
		LOWE'S		CC Accounting:	6025-	-450000-610			
6	CC-1943	01/14/26 EXPO REGISTRATION	2,060.00			6020 202200			101000
		ND RURAL WATER SYSTEMS		CC Accounting:	6020-	-450000-340			
7	CC-1943	01/14/26 #7105 TOOLS	269.00			6025 202200			101000
		HOME DEPOT		CC Accounting:	6025-	-450000-610			
8	CC-1943	01/15/26 VEHICLE REGISTRATION	147.30			1000 202200			101000
		DMV FARGO BRANCH		CC Accounting:	1000-	-455000-610			
9	CC-1943	01/19/26 #5705 ROPE	19.98			1000 202200			101000
		NORTHERN TOOL & EQUIPMENT		CC Accounting:	1000-	-430002-427			
10	CC-1943	01/19/26 #7105 TOOLS	159.98			6025 202200			101000
		HARBOR FREIGHT TOOLS		CC Accounting:	6025-	-450000-610			
11	CC-1943	01/21/26 #7304 TOOLS	273.97			6025 202200			101000
		HARBOR FREIGHT TOOLS		CC Accounting:	6025-	-450000-432			
12	CC-1943	01/23/26 EXPO REGISTRATION	288.40			6025 202200			101000
		ND RURAL WATER SYSTEMS		CC Accounting:	6025-	-450000-340			
13	CC-1943	01/26/26 BENCH VISE	199.99			6025 202200			101000
		HARBOR FREIGHT TOOLS		CC Accounting:	6025-	-450000-420			
14	CC-1943	01/27/26 CUMINS 12M LICENSE	1,565.00			1000 202200			101000
		DIESEL LAPTOPS LLC		CC Accounting:	1000-	-455000-751			
		<b>Total for Vendor:</b>	<b>6,320.20</b>						
130631	E	4256 VISA PUBLIC WORKS #2	2,690.63						
1	CC-1944	01/14/26 ANGLE MOUNT/LADDER	432.15			6025 202200			101000
		LOWE'S		CC Accounting:	6025-	-450000-432			
2	CC-1944	01/16/26 D GOSSELIN/T TWEITEN FLIGHTS	1,293.20			6025 202200			101000
		UNITED AIRLINES		CC Accounting:	6025-	-450000-340			

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3	CC-1944 01/19/26	CANOPY TENT	245.00			6025 202200			101000
		WALMART		CC Accounting:	6025-	-450000-825			
4	CC-1944 01/29/26	EE OF QT AWARDS	50.00			1000 202200			101000
		WALMART		CC Accounting:	1000-	-450000-340			
5	CC-1944 01/13/26	REFUND FOR TRAINING	-1,095.00			1000 202200			101000
		UW CONT ED		CC Accounting:	1000-	-430000-340			
		MISC CLAIM VENDOR							
6	CC-1944 01/21/26	PESTICIDE TRAINING - FO	375.00			2210 202200			101000
		NDSU EXTENSION PESTICIDE PROGRAM		CC Accounting:	2210-	-428000-340			
7	CC-1944 01/21/26	PESTICIDE TRAINING - RW	125.00			1000 202200			101000
		NDSU EXTENSION PESTICIDE PROGRAM		CC Accounting:	1000-	-430001-340			
8	CC-1944 01/21/26	T FREADRICH LODGING	115.84			6010 202200			101000
		COMFORT INN & SUITES		CC Accounting:	6010-	-450200-340			
9	CC-1944 01/21/26	D STOTZ LODGING	115.84			1000 202200			101000
		COMFORT INN & SUITES		CC Accounting:	1000-	-455000-340			
10	CC-1944 01/29/26	D JOHN FLIGHTS	516.80			1000 202200			101000
		AMERICAN AIRLINES		CC Accounting:	1000-	-450000-340			
11	CC-1944 01/29/26	C MOSS FLIGHTS	516.80			6010 202200			101000
		AMERICAN AIRLINES		CC Accounting:	6010-	-450200-340			
<b>Total for Vendor:</b>			<b>2,690.63</b>						
130632	E	4625 VISA PUBLIC WORKS #3	2,394.65						
1	CC-1945 01/07/26	D STOTZ LODGING	259.64			1000 202200			101000
		EMBASSY SUITES BY HILTON		CC Accounting:	1000-	-455000-340			
2	CC-1945 01/07/26	L PORTER LODGING	259.64			1000 202200			101000
		EMBASSY SUITES BY HILTON		CC Accounting:	1000-	-455000-340			
3	CC-1945 01/12/26	D HEIZELMAN LODGING	330.00			1000 202200			101000
		BISMARCK HOTEL & CONFERENCE CENTER		CC Accounting:	1000-	-430000-340			
4	CC-1945 01/12/26	R HELMING LODGING	330.00			2210 202200			101000
		BISMARCK HOTEL & CONFERENCE CENTER		CC Accounting:	2210-	-428000-340			
5	CC-1945 01/12/26	R JENSEN LODGING	330.00			2210 202200			101000
		BISMARCK HOTEL & CONFERENCE CENTER		CC Accounting:	2210-	-428000-340			
6	CC-1945 01/12/26	JP BENEDICT LODGING	330.00			2210 202200			101000
		BISMARCK HOTEL & CONFERENCE CENTER		CC Accounting:	2210-	-428000-340			
7	CC-1945 01/13/26	C ZANDER LODGING	220.00			2210 202200			101000
		BISMARCK HOTEL & CONFERENCE CENTER		CC Accounting:	2210-	-428000-340			
8	CC-1945 01/13/26	FUEL - ARCO	43.17			2210 202200			101000
		MISC CLAIM VENDOR		CC Accounting:	2210-	-428000-340			

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
9	CC-1945 01/15/23	FUEL - HOLIDAY/CIRCLE K HOLIDAY STATIONSTORE	38.00			2210 202200			101000
				CC Accounting:	2210-	-428000-340			
10	CC-1945 01/16/26	T TWEITEN CONF REG WWETT REG	95.00			6025 202200			101000
				CC Accounting:	6025-	-450000-340			
11	CC-1945 01/16/26	DJ GOSSELIN CONF REG WWETT REG	95.00			6025 202200			101000
				CC Accounting:	6025-	-450000-340			
12	CC-1945 01/21/26	TRAVEL FUEL CASEY'S GENERAL STORE INC	64.20			6010 202200			101000
				CC Accounting:	6010-	-450200-424			
<b>Total for Vendor:</b>			<b>2,394.65</b>						
130589	C	544 WALLWORK TRUCK CENTER	1,810.44						
1	01/30/25	#4700 JUMPER HOSE 01P681152	38.54			6010 450200	427		101000
2	01/30/26	GROMMET LIGHT/SEAL 01P681111	27.86			6010 450200	427		101000
3	02/02/26	LED WORK LIGHT 01P681679	93.26			6010 450200	427		101000
4	02/02/26	#415 TUBE 01P674140	78.98			6010 450200	427		101000
5	02/03/26	#7045 STEERING RES ASSY 01P682284	130.61			4387 480000	427		101000
6	02/04/26	#4100 SLACK ADJUSTER 01P682701	169.98			6010 450200	427		101000
7	02/04/26	#4100 SLACK ADJUSTER 01P682824	187.92			6010 450200	427		101000
8	02/05/26	#7045 FUEL ACTATOR KIT 01P683067	1,083.29			4387 480000	427		101000
130649	C	544 WALLWORK TRUCK CENTER	1,712.63						
1	02/02/26	FD Stock for All Apparatus oil 01P680737	1,712.63			2060 415200	427		101000
<b>Total for Vendor:</b>			<b>3,523.07</b>						
130655		5127 WATEROUS COMPANY	273.92						
1	02/09/26	E-76 Pump P2V6915 001	273.92			2060 415200	427		101000
<b>Total for Vendor:</b>			<b>273.92</b>						

\* ... Over spent expenditure

Claim/ Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130678	C	4773 WEST FARGO EVENTS	43,780.42						
1	1630	02/01/26 Essentia Health Plaza Fee	20,830.28			2310 452120	810		101000
1630									
2	1630	02/01/26 POW/MIA Plaza Fee	6,943.42			2310 452120	810		101000
1630									
3	1630	02/01/26 Parking Ramp Management Fee	11,840.05			2320 452110	810		101000
1630									
4	1630	02/01/26 City Events Management Fee	4,166.67			2960 411900	810		101000
1630									
		<b>Total for Vendor:</b>	<b>43,780.42</b>						
130535	C	2184 WEST SIDE STEEL	1,010.90						
1	02/09/26	STEEL TUBING	139.30			1000 430000	433		101000
14333									
2	02/09/26	MISC STEEL PARTS	871.60			1000 430000	381		101000
14240									
		<b>Total for Vendor:</b>	<b>1,010.90</b>						
130441	-94501E	3549 WEX FSA	6,181.20						
1	02/06/26	Med FSA - 02/06/26 payroll	793.71			1000 212530			101000
2	02/06/26	Dep FSA - 02/06/26 payroll	5,074.99			1000 212523			101000
3	02/06/26	Dep FSA - 02/06/26 payroll	312.50			8000 453000	110		101000
		Parks							
		<b>Total for Vendor:</b>	<b>6,181.20</b>						
130513	C	807 WEX HEALTH, INC	374.04						
1	0002303990	01/31/26 COBRA/FSA/HSA - Jan 2026	374.04			1000 414103	307		101000
		0002303990-IN							
		<b>Total for Vendor:</b>	<b>374.04</b>						
130472	-94493E	4676 WEX HSA	45,982.80						
		02.06.26 Payroll							
1	02/06/26	HSA Contributions - ER	13,802.06			1000 212530			101000
2	02/06/26	HSA Contributions - EE	32,180.74			1000 212530			101000

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
130516	-94490E	4676 WEX HSA	83.33						
02.06.26	Payroll - additional								
1	02/06/26	HSA Contributions - ER	33.33			1000 212530			101000
2	02/06/26	HSA Contributions - EE	50.00			1000 212530			101000
		<b>Total for Vendor:</b>	<b>46,066.13</b>						
130487		569 WF ANIMAL HOSPITAL	1,842.09						
1	02/02/26	medical - Thor	225.09			1000 421000	915		101000
309512									
2	02/02/26	Jan 2026 pound fee	1,617.00			1000 421000	396		101000
309626									
		<b>Total for Vendor:</b>	<b>1,842.09</b>						
130592	C	549 WF PUB SCHOOLS DIST #6	10,643.55						
1	01/26/26	FEBRUARY 2026 RENT	10,643.55			7000 411600	389		101000
260215									
		<b>Total for Vendor:</b>	<b>10,643.55</b>						
130573		2740 WM CORPORATE SERVICES, INC	101,524.41						
1	02/02/26	SANITATION DROPSITE	1,310.23			6010 450200	916		101000
6816610									
2	02/02/26	40TH AVE DROPSITE	7,862.01			6010 450200	916		101000
6816609									
3	02/02/26	COWF MASTER BILLING	92,352.17			6010 450200	916		101000
6816611									
130653		2740 WM CORPORATE SERVICES, INC	23.96						
1	02/04/26	FD St 76 Feb Recycling	23.96			2060 415200	527		101000
29-93565-43003	feb								
		<b>Total for Vendor:</b>	<b>101,548.37</b>						
130587	C	5528 WORLD INSURANCE ASSOCIATES LLC	4,067.00						
1	01/28/26	#4014 VEHICLE INS	1,016.75			6010 450200	610		101000
448926									
2	01/28/26	#3104 VEHICLE INS	1,016.75			1000 430000	610		101000
448926									

\* ... Over spent expenditure

Claim/ Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/ #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object	Proj	Cash Account
3 448926	01/28/26 #7105 VEHICLE INS		1,016.75			6025 450000	610		101000
4 448926	01/28/26 #2025 VEHICLE INS		1,016.75			6020 450000	610		101000
<b>Total for Vendor:</b>			<b>4,067.00</b>						
130491	E 338 XCEL ENERGY		49,981.74						
1 964246068	02/06/26 1010 26TH AVE W/SM70		1,008.38			6020 450000	527		101000
2 963447641	02/06/26 LIFT STATIONS/WATER TOWERS		26,987.86			6020 450000	527		101000
3 963447641	02/02/26 FIRE & CIVIL SIREN		16.16			1000 430002	527		101000
4 963447641	02/02/26 SHEYENNE PLAZA		246.52			2310 452120	527		101000
5 963710280	02/03/26 3150 SHEYENNE - THE LIGHTS		294.07			2310 452120	527		101000
6 963714962	02/03/26 3050 SHEYENNE - THE LIGHTS		475.80			2310 452120	527		101000
7 963751008	02/03/26 737 7TH AVE NW		137.05			1000 430002	527		101000
8 963649479	02/03/26 800 4TH AVE E - PD		8,747.17			1000 421000	527		101000
9 963659407	02/03/26 800 4TH AVE E - PD		742.82			1000 421000	527		101000
10 963314628	01/30/26 800 4TH AVE E - PD		11,325.91			1000 421000	527		101000
130658	E 338 XCEL ENERGY		7,653.27						
1 964072926	02/05/26 FD Jan Utilities Both Stations		7,653.27			2060 415200	527		101000
<b>Total for Vendor:</b>			<b>57,635.01</b>						
130617	C 1484 YHR PARTNERS		10,818.29						
1 13360	01/27/26 PROJ 9061		10,818.29			4188 480000	313		101000
<b>Total for Vendor:</b>			<b>10,818.29</b>						
<b># of Claims</b>			<b>241</b>	<b>Total:</b>	<b>3322,071.21</b>	<b># of Vendors</b>	<b>50</b>		
<b>Total Electronic Claims</b>			<b>2270,265.91</b>						

**Total Non-Electronic Claims 1051805.30**

\*\* 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. \*\*

**Item Title:** 2026 CIP Project Funding Opportunity

**Requested Action/Staff Recommendation:** Authorize Engineer to submit DWR applications for construction costs for the applicable 2026 CIP Projects

**Presented By:** Jerry Wallace, City Engineer

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**New Information:** The purpose of this action is to authorize staff to apply for state funding to offset watermain-related construction costs on the Meadow Ridge Reconstruction – Phase 1 and 1st Avenue East Reconstruction (2nd Street to 4th Street) projects.

The City is currently advancing two neighborhood reconstruction projects, both previously identified in the Capital Improvements Plan and approved by the Commission. Based on project scope, both are potentially eligible for funding through the North Dakota Department of Water Resources (DWR). Prior Commission action authorized staff to pursue DWR funding for preconstruction-related costs.

**Financial Analysis:** DWR cost-share funding offers an opportunity to significantly reduce the local share of water main design and construction costs. Eligible projects may receive up to a 60% grant for watermain and associated improvements. Similar funding received for the Westwood Addition Reconstruction project resulted in meaningful cost savings to the City.

Authorization at this stage allows staff to submit applications only; acceptance of any awarded funding would be brought back to the Commission for consideration.

**Policy Analysis:** The Engineering Department continues to actively pursue grant and cost-share opportunities to reduce the financial burden of capital improvement projects on local taxpayers while maintaining infrastructure quality.

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**Previously Presented Information & Commission Actions:**

**April 21, 2025 –**

- **Staff Recommendation:** Authorize Engineer to submit DWR applications for preconstruction costs for the applicable 2026 CIP Projects
- **Commission Action:** Commissioner Anderson moved and Commission Olson seconded to approve. No opposition, motion carried.

**West Fargo City Commission**

Bernie Dardis, Commission President  
Brad Olson, Commission Vice President  
Roben Anderson, Rory Jorgensen, Amy Zundel, Commissioners  
Dustin Scott, City Administrator

\*\*\* Consent Agenda \*\*\*

AGENDA ITEM DESCRIPTION  
CITY COMMISSION  
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Steve Iverson

2. PHONE NUMBER: 515-5370      DATE: February 6, 2026

3. AGENDA TITLE:

A26-1 Sukut's 2<sup>nd</sup> Subdivision, a request for Conditional Use Permit to allow for an illuminated sign in a residential development.

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

Conditional Use Permit for to allow for illuminated sign facing and within a residential district as provided for as a conditional use in 4-460.7.14 of City Ordinances. At their January 13, 2026 meeting, the West Fargo Planning and Zoning Commission voted to recommend approval of the proposed Conditional Use Permit with conditions of approval noted in the staff report. The conditions have been satisfied with the execution of the conditional use permit agreement by the applicant.

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

Located at 127 2<sup>nd</sup> Avenue East (Lots 1-10 Block 14 Sukut's 2nd Subdivision less N 30' of E 20' of Lot 9), City of West Fargo, North Dakota.

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6. ACTION BEING REQUESTED FROM CITY COMMISSION:

Approve the Conditional Use Permit and CUP Agreement to allow an illuminated sign facing a residential district for commercial development.

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STAFF REPORT

A26-1		Conditional Use Permit
Sukuts 2 <sup>nd</sup> Subdivision		
Legal Description/Address: Lots 1-10 Block 14 Sukuts 2 <sup>nd</sup> Subdivision less N 30' of E 20' of Lot 9 located at 127 2 <sup>nd</sup> Avenue E		
Applicant: Kyra Johnson – Indigo Signs Owner: Faith Lutheran Church	Staff Contact: Steve Iverson	
Planning & Zoning Commission Public Hearing:	1-13-26	
City Commission:	2-17-26	

**PURPOSE:**

Allow for illuminated sign in a residential district as provided for as a conditional use in 4-460.7.14 of City Ordinances.

**STATEMENTS OF FACT:**

Land Use Classification:	G4-A – Core Retrofit Growth Sector
Existing Land Use:	Church
Current Zoning District(s):	R-1: One and Two Family Dwelling
Zoning Overlay District(s):	None
Proposed Zoning District(s):	N/A
Proposed Lot size(s) or range:	N/A
Total area size:	71,875 – 1.64 acres
Adjacent Zoning Districts:	North – R-1 South – R-1 East – R-1 West – R-1 Northwest - C
Adjacent street(s):	Bounded by 1 <sup>st</sup> and 2 <sup>nd</sup> Street/2 <sup>nd</sup> and 3 <sup>rd</sup> Avenue East (all local)
Adjacent Bike/Pedestrian Facilities:	Standard 4' sidewalk on all four frontages
Available Parks/Trail Facilities:	Herb Tintes Park is 4 blocks south (less than ¼ mile) along standard sidewalks
Public Dedication Requirements:	N/A

**DISCUSSION AND OBSERVATIONS:**

- The applicant has applied for a conditional use permit to allow an illuminated signage on the southeast corner of 1<sup>st</sup> Street and 2<sup>nd</sup> Avenue East. This is the northwest corner of Faith Lutheran's campus.
- The proposed monument sign would be 7 feet high consisting of an 11.45 square foot internally lit Faith Lutheran logo along the top portion and an 18.22 square foot Electronic Message Center (EMC), along the lower portion of the sign.
- The proposed sign would be located 15 feet from the north property line and 10 feet from the west property line.

## STAFF REPORT

- Under Section 4-460.7.14 of the General Sign Provisions, signs in residential districts and signs facing residential districts shall not be illuminated unless approved as a conditional use.
- Similar applications were approved for Electronic Message Centers (EMC) at Lutheran Church of the Cross, Meadow Ridge Bible Chapel and Triumph West Church as well as Hulbert arena with the conditions that included limiting the hours of operation of the electronic message center to 6 am to 10 pm.
- Under the sign regulations, illuminated signs shall be shielded to prevent lights from being directed at oncoming traffic in such brilliance that it impairs the vision of the driver. Nor shall such signs interfere with or obscure an official traffic sign or signal.
- Standard brightness limits for illuminated signs vary by jurisdiction; however, it is common for municipalities to restrict brightness levels for the purpose of protecting adjacent properties and maintaining public safety (such as preventing the impairment of drivers' vision at night). Sign brightness levels are typically measured in relation to ambient lighting in units of brightness such as foot-candles or lux. Automatic dimming can be used to adjust sign brightness based on ambient lighting conditions.
- Due to the residential nature of the area, staff recommends capping sign brightness at 0.3 foot-candles above ambient lighting levels.
- A conditional use permit agreement is required to be signed prior to issuance of a sign permit and may include conditions deemed appropriate by the Commission.

**CRITERIA FOR GRANTING CONDITIONAL USE PERMIT:**

With reference to the criteria for granting conditional uses, the following is noted:

1. Ingress and egress to property and proposed structures thereon with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.
  - No concerns noted.
2. Off-street parking and loading areas where required, with particular attention to the items (1) above and the economic, noise, glare or odor effects of the special exception on adjoining properties and properties generally in the district.
  - No concerns noted.
3. Refuse and service areas, with reference to the items in (1) and (2) above.
  - No concerns noted.
4. Utilities, with reference of locations, availability, and compatibility.
  - No concerns noted
5. Screening and buffering with reference to type, dimensions, and character.
  - No concerns noted
6. Signs, if any, and proposed exterior lighting with reference to glare, traffic safety, economic effect, and compatibility and harmony with properties in the district.
  - Illuminated signage is regulated by the sign code as summarized above in the discussion section. As with sign examples listed above, conditions for new signage could include hours of operation, time of day illumination to ensure the intensity of the lighting is reduced during dark, units of luminance (foot-candles) not to exceed a certain standard, lighting reflect industry standards for LED lighting, etc.
7. Required yards and other open space.
  - No concerns noted.

STAFF REPORT

8. Soil conditions, as they relate to on-site sewage disposal, water supply, basement excavating, road construction and related land use.
  - No concerns noted.
9. General compatibility with adjacent properties and other properties in the district.
  - There may be comments during the public hearing.

**NOTICES:**

Sent to: Property owners within 350' and applicable agencies and departments

Comments Received:

- To date we have received one protest email included in this packet. The protest property is located at 129 3<sup>rd</sup> Avenue East, approximately 500' southeast of the proposed sign.

**UPDATE – January 13, 2026**

- At the January 13, 2026 Planning Commission meeting, one individual spoke in favor regarding the Conditional Use Permit application.
  - The individual spoke regarding the church's desire to no longer utilize temporary portable signage for special events and schedules.

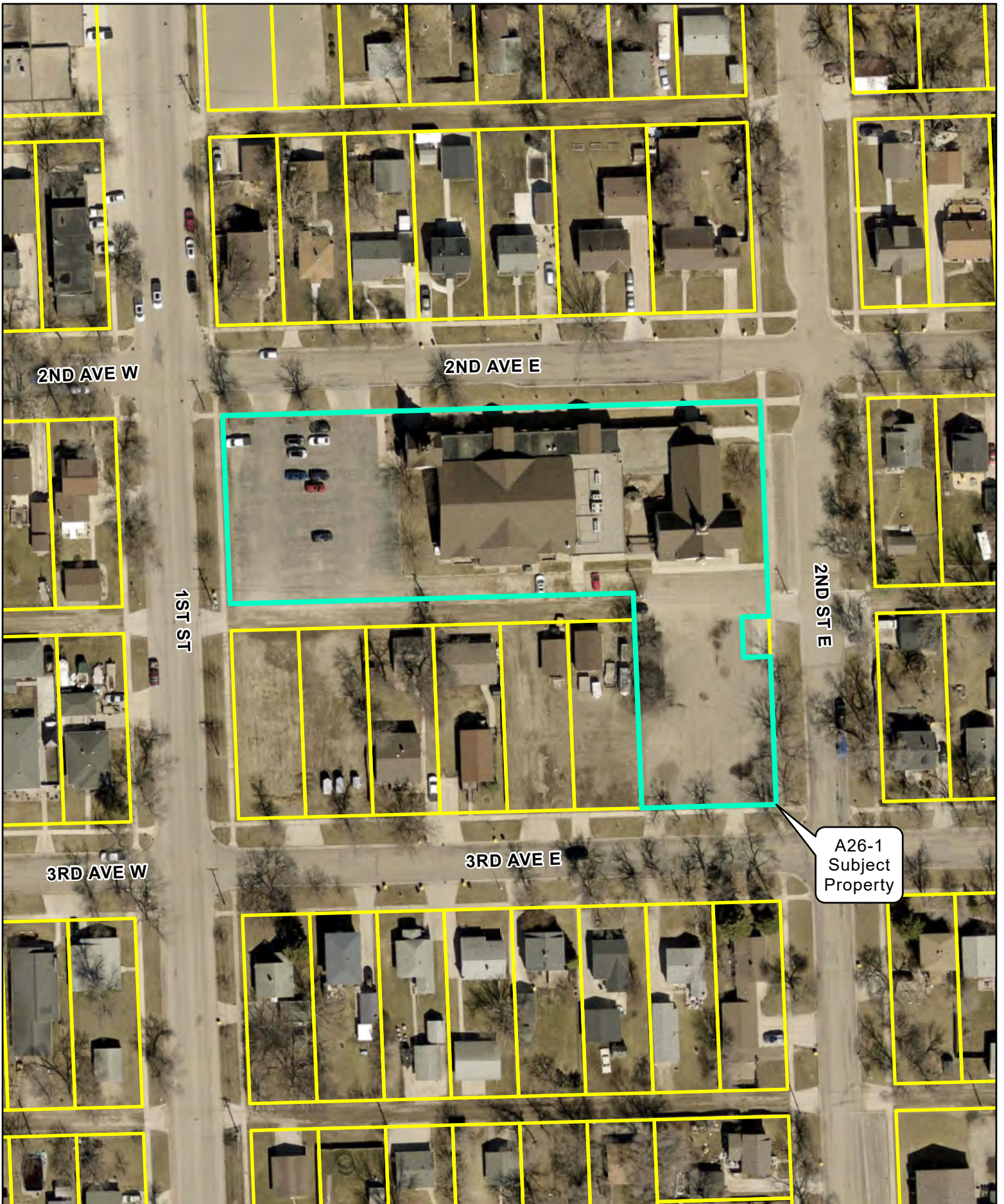
**RECOMMENDATIONS:**

It is recommended that the City approve the proposed application on the basis that it is consistent with City plans and ordinances and with recommended conditions of approval as follows:

1. A Signed Conditional Use Permit Agreement be submitted which outlines standard conditions of approval, along with the conditions listed below.
2. The sign shall be constructed and installed as provided in the plans presented to the West Fargo Planning & Zoning Commission at their January 13, 2026 meeting and the West Fargo City Commission at their February 17, 2026 meeting.
3. The sign shall not exceed 0.3 foot-candles above ambient light, as measured 55 feet from the sign face.

Attachments:

1. Location Map
2. Zoning Map
3. Site Plan
4. Sign Information provided by applicant
5. Comments Received
6. Conditional Use Permit Agreement



2ND AVE W

2ND AVE E

1ST ST

2ND ST E

3RD AVE W

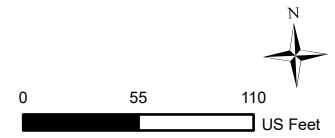
3RD AVE E

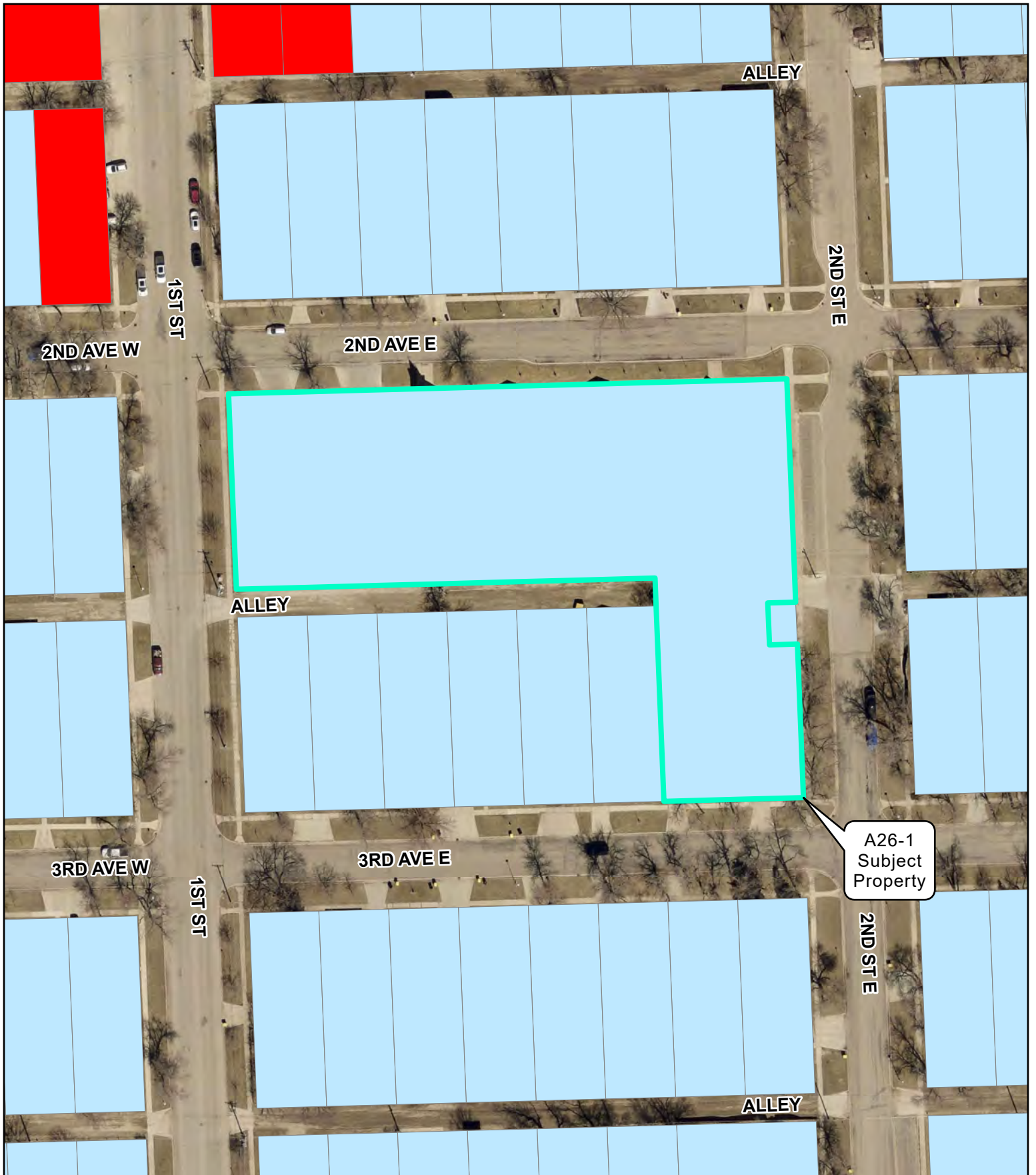
A26-1  
Subject  
Property



### Features

 Agenda Zone





A26-1  
Subject  
Property

**West Fargo Zoning**

- A: Agricultural
- C: Light Commercial
- C-OP: Commercial Office Park
- DMU: Downtown Mixed Use
- EMU: Entertainment Mixed Use
- HC: Heavy Commercial

- LI: Light Industrial
- M: Heavy Industrial
- P: Public
- PUD: Planned Unit Development
- R-L1A: Large Lot Single Family Dwelling
- R-1A: Single Family Dwelling
- R-1: One and Two Family Dwelling

- R-1SM: Mixed One and Two Family Dwelling
- R-2: Limited Multiple Dwelling
- R-3: Multiple Dwelling
- R-4: Mobile Home
- R-5: Manufactured Home Subdivision
- R-1E: Rural Estate
- R-R: Rural Residential



Quote # 18449

Faith Journey Lutheran Church

West Fargo, ND

Project Manager:  
Eric Klebe

Drawn by: EGL

Page Scale: 3/4" = 1' 0"  
Page Size: 11 x 17

X

Drawing Date: 10/30/2025  
Rev1 Date: 12/22/2025  
Rev2 Date:  
Rev3 Date:  
Rev4 Date:



**NOTICE**  
ALL SIGNS MANUFACTURED  
FOR 120v ELECTRICAL SERVICE  
UNLESS OTHERWISE NOTED

File location: Sharepoint:\F\Faith Journey Lutheran Church\  
Working Sketch Files\WestFargo\_Monument\_18449

The ideas and designs contained in this original and unpublished drawing are the property of Indigo Signs and may not be used or reproduced in whole or part without written permission from Indigo Signs.

Due to the limitation of the printing process, the colors shown may not reflect actual colors.



Overhead View



**NOTE: ARTWORK IS NOT PRODUCTION-READY**  
If print-ready artwork is not provided by customer at time of approval, Indigo Signs will recreate logos at an additional hourly rate and will be applied to final bill.

**Monument Sign**

Structure: TBD  
Cladding: Aluminum; painted  
Base to be Expanded polystyrene

**Illuminated D/F ID Cabinet**

Material: Aluminum frame + cladding  
Face: Polycarbonate; white  
Graphics: 3M film  
• Colors TBD

**Electronic Message Center**

Make: Daktronics  
• [2] S/F displays (same content)  
Matrix: 108 x 180  
Line Spacing: 10 mm  
LED Color: Full-color spectrum (RGB)

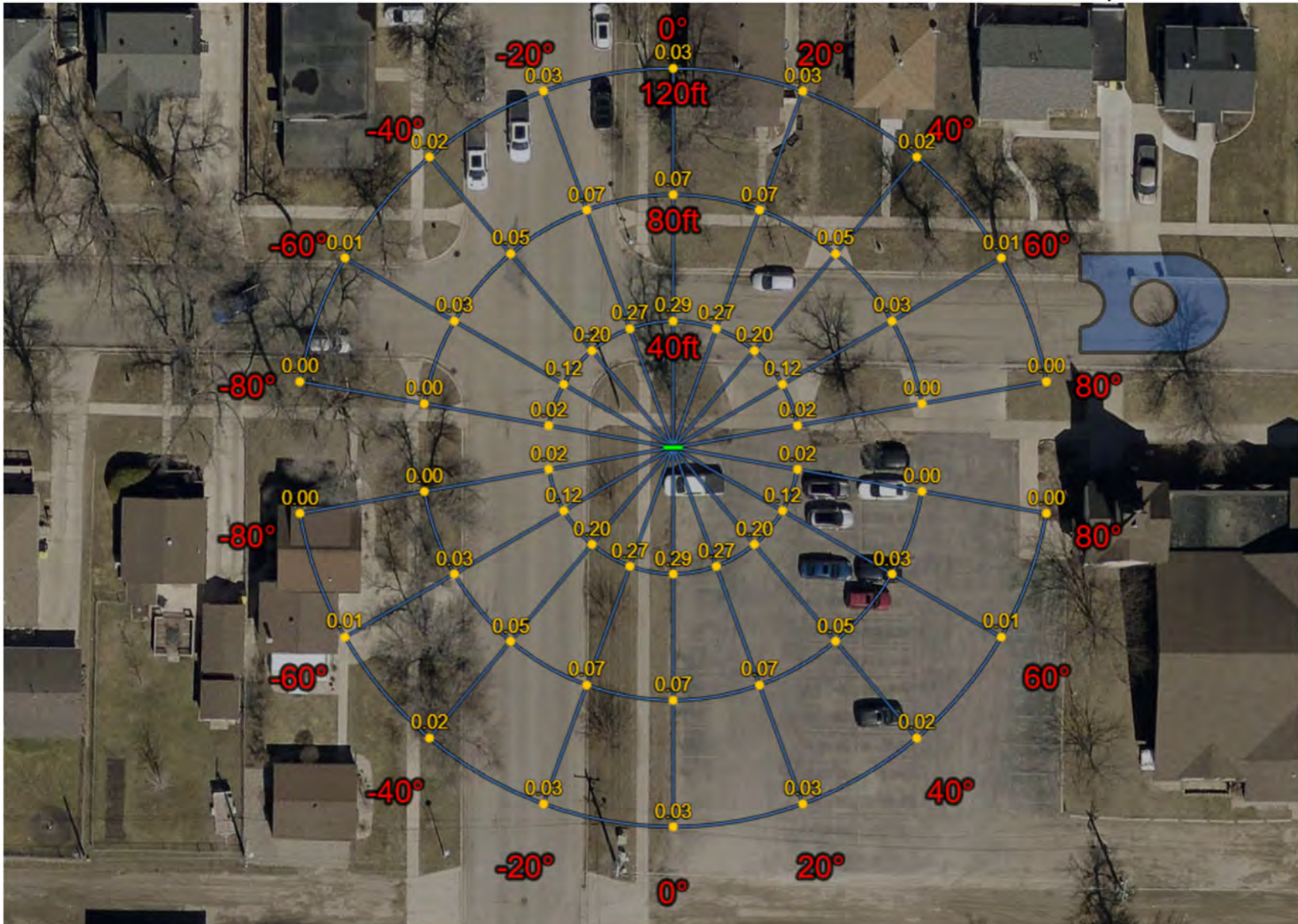


GT6x-72x180-10-RGB-2V  
 Faith Journey Lutheran Church  
 127 2nd Ave E, West Fargo, ND

Date: 12/22/2025

Prepared by: Eric Johnson

Values expressed are specific to Daktronics product only



- Display at 4% of Maximum Daytime Brightness(8,000)
- Calculations take into account an overall Billboard height of 5'
- Any rise or fall in elevation or physical blockage is not shown in calculations

\*Calculations are based on Red, Green, and Blue LEDs (White Content) powered to their maximum potential for nighttime viewing. Values are shown in footcandles (fc).

## Steve Iverson

---

**From:** David Parkman [REDACTED]  
**Sent:** Wednesday, December 31, 2025 9:42 AM  
**To:** Steve Iverson  
**Subject:** Conditional Use Permit for 127 2nd Ave E

To the Members of the Planning/Zoning Commission:

My name is David Parkman, and I reside at 129 3rd Ave E, directly across the street from the property seeking approval for an illuminated sign. I am submitting this testimony to respectfully oppose the installation of this sign.

The proposed illumination would shine directly into the north-facing windows of my home during evening and nighttime hours. This creates a significant and ongoing intrusion into my living space. Even with curtains or blinds, the constant glow of an exterior sign would negatively affect my ability to rest, maintain a comfortable environment, and enjoy the privacy of my home.

Beyond the personal impact, I believe the illuminated sign is unnecessary for this location. The surrounding area is primarily residential, and the addition of a bright, continuously lit sign would alter the character of the neighborhood without providing any meaningful benefit to residents. There are alternative, non-illuminated signage options that would allow the property owner to identify their business or location without imposing light pollution on nearby homes.

For these reasons, I respectfully request that the Commission deny the application for an illuminated sign or require the applicant to pursue a non-illuminated alternative that does not adversely affect neighboring properties.

Thank you for your time and consideration.

Sincerely,

David Parkman

129 3<sup>rd</sup> Ave E, West Fargo ND 58078

## *Conditional Use Permit*

State of North Dakota,  
County of Cass,  
City of West Fargo

WHEREAS, **Faith Lutheran Church** (hereinafter referred to as the "**Applicant**") has paid the sum of four hundred dollars (\$400.00) to the City of West Fargo, as required by the City of West Fargo Zoning Ordinance, and has complied with all the requirements of said ordinance necessary for obtaining this permit; and

WHEREAS, the **Applicant** is the legal owner of property located at 127 Second Avenue East, West Fargo, North Dakota 58078 (hereinafter referred to as the "Property"), legally described as:

Lots One, Two, Three, Four, Five, Six, Seven, Eight, Nine and Ten, except the North Thirty Feet of the East Twenty feet of said Lot Nine, in Block 14, of Sukut's Second Subdivision, of a part of the Northwest Quarter of Section Eight, in Township One Hundred Thirty-nine North of Range Forty-nine West of the Fifth Principal Meridian, situate in the City of West Fargo, the County of Cass and the State of North Dakota.

NOW, THEREFORE, the West Fargo City Commission hereby issues a Conditional Use Permit to:

Allow for illuminated sign in a residential district as provided for as a conditional use in 4-460.7.14 of City Ordinances

on the above-described Property with the following conditions:

1. The sign shall be constructed and installed as provided in the plans presented to the West Fargo Planning & Zoning Commission at their January 13, 2026, meeting and the West Fargo City Commission at their \_\_\_\_\_, 2026, meeting.
2. The sign shall not exceed 0.3 foot-candles above ambient light, as measured 55 feet from the sign face.
3. The City of West Fargo reserves the right to inspect the property for compliance with these conditions.
4. Any and all claims that arise or may arise against **Applicant**, 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, **Applicant**, its agents servants, employees, or assigns shall 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 attorneys' fees which the City, its officers or employees may

hereafter sustain, incur, or be required to pay, in any way connected with the use of the Property or City actions related to the granting of this Conditional Use Permit.

5. Any improvements made to the Property in connection with this Conditional Use Permit shall be at the sole expense of the **Applicant** and shall not be the obligation of the City.
6. If **Applicant** fails to observe the terms and conditions of this Conditional Use Permit, the City may revoke this Conditional Use Permit. In such an event, the City will give **Applicant** at least a ten (10) day notice of a revocation hearing for the Conditional Use Permit stating the time, place and purpose of such hearing. Upon such hearing, the City may revoke this Conditional Use Permit. If this Conditional Permit is revoked, Owner shall remove the conditionally permitted use from the property by the date stated by the City Commission at the hearing. **Applicant** shall pay any and all reasonable attorney's fees and court costs associated with the City's enforcement of the terms of this Conditional Use Permit.
7. This Conditional Use permit will not be in effect until such time as:
  - a) it is executed and recorded with Cass County; and
  - b) the City of West Fargo is provided with recording information.
8. The obligations herein shall run with the Property and shall bind the **Applicant** and their successors and assigns.
9. Each provision, section, sentence, clause, phrase, and word of this Conditional Use Permit 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 Conditional Use Permit.
10. The **Applicant** acknowledges receipt of this Conditional Use Permit and agrees to its terms and conditions.

*(Signatures Appear on Following Two Pages)*

Dated this 01 day of Jan, 2026.

**APPLICANT:**

FAITH LUTHERAN CHURCH

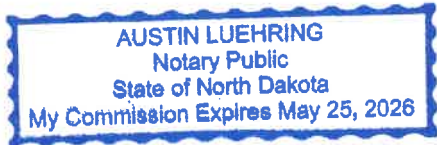
Katie Berg  
Name: Katie Berg  
Title: Church Administrator

STATE OF NORTH DAKOTA )  
  )  
COUNTY OF CASS            )

On this 26th day of January 2026, before me, the undersigned, a Notary Public in and for said county and state, personally appeared Katie Berg, known to me to be the Church Administrator of Faith Lutheran Church that is described in and who executed the above and foregoing document and acknowledged to me that he/she executed the same on behalf of Faith Lutheran Church.

(SEAL)

Austin Luehring  
Notary Public



**CITY OF WEST FARGO**

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

\_\_\_\_\_  
Dustin T. Scott, City Auditor

STATE OF NORTH DAKOTA    )  
  )  
COUNTY OF CASS            )

On this \_\_\_\_ day of \_\_\_\_\_, 2026, before me, the undersigned, a Notary Public in and for said county and state, personally appeared Bernie L. Dardis and Dustin T. Scott, known to me to be the President of the Board of City Commissioners and City Auditor, respectively, of the City of West Fargo, that is is described in and who executed the above and foregoing document and acknowledged to me that he executed the same on behalf of the City of West Fargo.

(SEAL)

\_\_\_\_\_  
Notary Public

**Item Title:** Charleston II Townhomes – Sale of LIHTC Property

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**Presented By:** Nick R. Lee, Senior Director of Administrative Services

**Requested Action/Staff Recommendation:** Approve the Subordination Agreement & Consent to Assignment of Promissory Note and Mortgage related to the Charleston II Townhomes affordable housing project

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**New Information:**

Charleston II Townhomes is a Low Income Housing Tax Credit (LIHTC) property proposed to be sold by Charleston II Limited Partnership to MetroPlains. In order for the sale and related financing to proceed, the owner has requested approval of a Subordination Agreement and Consent to Assignment of Promissory Note and Mortgage. Both documents have been reviewed by the City Attorney's office.

**Background & Project Summary:**

Charleston II Townhomes was developed under a state Low Income Housing Tax Credit (LIHTC) program. As part of that program, Charleston II Limited Partnership entered into a financing agreement with the City of West Fargo using federal neighborhood stabilization funds administered by the State of North Dakota. These funds were provided to the City specifically to support long-term affordability and were loaned to the project, with a second mortgage given as security.

The proposed buyer, MetroPlains, is an experienced affordable housing owner and operator that owns and/or manages 143 affordable housing developments across multiple states. MetroPlains has managed the Charleston II Townhomes since the project was originally placed in service, providing continuity in property management, and is financially capable of operating the property through the full 30-year affordability period required under the LIHTC program.

The property is currently in its 17th year of operation and is approaching a period where significant capital improvements will be required, including replacement of roofing across multiple buildings at an estimated cost exceeding \$400,000. Due to existing debt levels, Charleston II Limited Partnership is unable to borrow additional funds for these improvements. The proposed new owner has the ability to make the necessary capital contributions to complete these improvements and maintain the long-term viability of the project.

In order for the sale and refinancing to occur, the City must agree to adjust the priority of its existing loan so the buyer's primary lender can be placed in the first position. The City's loan is

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**West Fargo City Commission**

Bernie Dardis, Commission President  
Brad Olson, Commission Vice President  
Roben Anderson, Rory Jorgensen, Amy Zundel, Commissioners  
Dustin Scott, City Administrator

already subordinate to the current owner's primary lender, and approval of this agreement does not place the City in a worse position than it currently holds. A subordination agreement is the legal mechanism used to establish this priority while preserving the City's rights under the original loan. Approval of this agreement does not reduce or forgive the amount owed to the City, and all affordability requirements and City protections remain in effect. Additionally, the Consent to Assignment of Promissory Note and Mortgage allows the City's existing loan to remain in place with the new ownership.

**Attached Supporting Documents:**

- Subordination Agreement
- Consent to Assignment of Promissory Note and Mortgage

**Financial Impact:**

None

**Policy Alignment:**

Supports preservation of long-term affordable housing consistent with LIHTC program requirements.

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**Previously Presented Information & Commission Actions:**

None

**CONSENT TO ASSIGNMENT  
OF PROMISSORY NOTE AND MORTGAGE,  
SECURITY AGREEMENT AND FINANCING STATEMENT**

THIS CONSENT TO ASSIGNMENT (the “Consent”) is entered into this \_\_\_ day of \_\_\_\_\_, 2026 (the “Effective Date”), by and between the City of West Fargo, a body corporate and politic of the State of North Dakota (the “City”); Charleston II Limited Partnership, a North Dakota limited partnership (the “Assignor”); and Charleston West Fargo, LLC, a North Dakota limited liability company (the “Assignee”).

WHEREAS, the City and Assignor entered into a Nonrecourse Promissory Note (Neighborhood Stabilization Program Loan), dated July 20, 2009 (the “Promissory Note”), pursuant to which the City loaned funds to the Assignor through the Neighborhood Stabilization Program to finance a senior rental housing project known as the “Charleston II Townhomes.”

WHEREAS, attached as **Exhibit A** is a copy of the Promissory Note.

WHEREAS, in exchange for the Promissory Note, the Assignor granted a Mortgage, Security Agreement and Financing Statement to the City, dated July 20, 2009 (the “Mortgage”).

WHEREAS, attached as **Exhibit B** is a copy of the Mortgage, which was recorded with the Cass County Recorder on July 24, 2009, at 8:00 a.m., as Document No. 1271151.

WHEREAS, Assignor intends to assign to Assignee all rights and obligations of Assignor under the Promissory Note and the Mortgage, including the obligation to repay the Promissory Note in accordance with its terms and the right of the City to foreclose the Mortgage in accordance with its terms.

WHEREAS, Assignor and Assignee have requested the City’s consent to the proposed assignment, and the City is willing to consent to the assignment, subject to the terms and conditions in this Consent.

NOW, THEREFORE, in consideration for the mutual promises and covenants contained in this Consent, the receipt and sufficiency of which the parties acknowledge, the parties agree as follows:

1. **Consent and Assumption.** The City hereby consents to the assignment of the Promissory Note and the Mortgage from Assignor to Assignee. Assignee expressly assumes and agrees to be bound by, comply with, and perform, for the benefit of the City, each and every obligation of Assignor under the Promissory Note and the Mortgage, including, but not limited to, Assignor's payment and security obligations.

2. **Subsequent Assignments.** This Consent does not constitute a consent to any subsequent assignment and does not relieve Assignee, or any person claiming under or through Assignee, of the obligation to obtain the consent of the City to any future assignment.

3. **No Waiver.** Except as explicitly set forth in this Consent, nothing in this Consent will be deemed or construed to modify, waive, impair, or limit any of the covenants, agreements, terms, provisions, or conditions contained in the Promissory Note or Mortgage, or any of the obligations of Assignor or Assignee under the Promissory Note or Mortgage.

4. **Binding Effect.** This Consent will not be effective, and the assignment will not be valid or binding on the City, unless and until both Assignor and Assignee deliver fully executed original counterparts of this Consent to the City.

5. **Counterparts.** This Consent may be executed in any number of counterparts, meaning that the Consent is valid if signed by each party even if the signatures of the parties appear on separate copies of the same Consent rather than on a single document.

6. **Governing Law.** This Consent will be governed by and construed in accordance with the laws of the State of North Dakota.

7. **Notice.** For the purpose of providing any notices to Assignee as required by the Promissory Note or Mortgage, Assignee's mailing address is as follows:

1600 University Avenue West  
Suite 212  
St. Paul, MN 55104-3825

8. **Effective Date.** This Consent will become effective on the date of execution by the last party to sign.

*(Remainder of page intentionally left blank.)*







*City of West Fargo  
Charleston II Limited Partnership  
Charleston West Fargo, LLC  
Consent to Assignment  
Charleston II Townhomes*

**Page 6**

**Exhibit A**

**Promissory Note**

*(See the following pages.)*

*City of West Fargo  
Charleston II Limited Partnership  
Charleston West Fargo, LLC  
Consent to Assignment  
Charleston II Townhomes*

**Page 7**

**Exhibit B**

**Mortgage**

*(See the following pages.)*

## **SUBORDINATION AGREEMENT**

This Subordination Agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between the City of West Fargo, North Dakota (the "City"), and Western State Bank ("WSB") to establish the priorities of the respective mortgages of the parties which are liens on:

Lots Two and Three, in Block Two, Oakhaven Addition to the City of West Fargo, situate in the County of Cass and the State of North Dakota (hereinafter, the "Property")

### **RECITALS**

WHEREAS, the City has extended the following described financial accommodations, secured by the Property (the "Subordinated Indebtedness"):

#### **NONRECOURSE PROMISSORY NOTE (NEIGHBORHOOD STABILIZATION PROGRAM LOAN) DATED 07/20/2009 IN THE AMOUNT OF \$780,000.00.**

WHEREAS, the Subordinated Indebtedness is secured by the Property and evidenced by a mortgage dated July 20, 2009, from Charleston II Limited Partnership ("Mortgagor") to the City ("Mortgagee") (the "Subordinated Mortgage") and recorded in Cass County, State of North Dakota on 07/24/2009 as Document #1271151.

WHEREAS, with the consent of the City, Mortgagor intends to sell the Property to Charleston West Fargo, LLC ("Purchaser").

WHEREAS, WSB has extended or has agreed to extend the following described financial accommodations to Purchaser, secured by the Property to facilitate the purchase of Charleston 2 Townhome Community (the "Superior Indebtedness"):

WHEREAS, the Superior Indebtedness will be secured by the Property and evidenced by a mortgage dated \_\_\_\_\_ from Purchaser to WSB ("Lender's

Lien”) and recorded in Cass County, State of North Dakota on \_\_\_\_\_ as Document #\_\_\_\_\_.

WHEREAS, as a condition to the granting of the requested financial accommodations, WSB requires that its Lender’s Lien remain superior to the Subordinated Mortgage.

FOR VALUABLE CONSIDERATION, the receipt and sufficiency is hereby acknowledged, the City agrees that regardless of the priority of recording of the respective mortgages of the parties, the City’s Subordinated Mortgage will be subordinate and inferior to the Lender’s Lien on the Property in favor of WSB, including any replacement of the existing mortgage, modification or renewal or extension thereof.

This Agreement shall be binding upon the undersigned and its successors and shall inure to the benefit of WSB and its successors and assigns.

IN WITNESS WHEREOF, the parties executed this Agreement this \_\_\_\_ day of \_\_\_\_\_, 2026.

The City of West Fargo

By \_\_\_\_\_  
Bernie Dardis, President of the  
Board of City Commissioners

ATTEST:

\_\_\_\_\_  
Dustin T. Scott, City Auditor

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

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2026, by Bernie Dardis and Dustin T. Scott, known to me to be the President of the Board of City Commissioners and the City Auditor, respectively, of the City of West Fargo, North Dakota, that is described in and who executed the within and foregoing instrument, and acknowledged to me that they executed the same on behalf of the City of West Fargo, North Dakota.

\_\_\_\_\_  
Notary Public



City of West Fargo  
 Designated Depositories  
 NDCC 21-04-13  
 January 2026

Depository	Address
Alerus*	901 13th Ave E, West Fargo
First International Bank & Trust	1350 13th Ave E, West Fargo
Choice Financial	210 Sheyenne St, West Fargo
Bell Bank	320 32nd Ave W, Ste 100, West Fargo
LPL Financial**	4707 Executive Dr, San Diego, CA

\* Alerus only has the West Fargo Court account as the City account was closed on October 1, 2025.

\*\* LPL Financial is a custodian bank that holds the City securities for safekeeping

Prepared by: Willy Galindo



**Pledging of Securities Collateral  
December 31, 2025**

<b>Bank Accounts</b>	<b>Account #</b>	<b>Bank Balance</b>	<b>FDIC Covered</b>	<b>Amount to be Covered by Pledging</b>	<b>Bank Actual Pledged</b>	<b>Pledged %</b>	<b>Source</b>
<b>1st International Bank</b>							
Money Market Checking	1605	\$ 215,000.00	\$ 215,000.00	\$ -	\$ -	100%	FDIC
Escrow Account	3232	-	-	-	-	0%	FDIC
Pledging Account	5253	2,219.74	2,219.74	-	-	100%	FDIC
ICS Savings	1605	25,862,840.89	25,862,840.89	-	-	100%	FDIC
ICS Savings	3323	8,770,985.52	8,770,985.52	-	-	100%	FDIC
<b>Alerus Financial</b>							
Money Market Checking	005	-	-	-	-	0%	Closed 10/1/2025
ICS Checking	005	-	-	-	-	0%	Closed 10/1/2025
<b>Bell State Bank</b>							
Bell Checking	9265	-	-	-	-	0%	FDIC
ICS Checking	602	25,753,946.92	25,753,946.92	-	-	100%	FDIC
<b>Choice Financial</b>	<b>4131</b>	<b>10,691,507.60</b>	<b>250,000.00</b>	<b>10,441,507.60</b>	<b>11,485,658.36</b>	<b>110%</b>	<b>BND Pledge Pool</b>
<b>Totals</b>		<b>\$ 71,296,500.67</b>	<b>\$ 60,854,993.07</b>	<b>\$ 10,441,507.60</b>	<b>\$ 11,485,658.36</b>		

# ALERUS

January 8, 2026

City of West Fargo  
800 4th Street E., Ste 1  
West Fargo, ND 58078

Greetings:

Enclosed is the quarterly certification of security collateral held in the Pledge Pool at the Bank of North Dakota. This can be used as the source document for your Board of Director's approval.

As a participant in the Pledge Pool, our records indicate you have \$8415.05 of demand deposit or money market balances, along with \$0 of certificates of deposit secured as of 12/31/2025. Please contact us if these amounts do not agree with your records.

If you have any questions regarding the certification, please feel free to contact me at the number or e-mail address listed below.

Sincerely,



**Barret Lahm, CFA**  
Treasurer

**Office Address**  
Crescent Ridge II  
10900 Wayzata Blvd., Suite 900  
Minnetonka, MN 55305


952.417.3752 | Office  
970.275.6400 | Cell  
alerus.com

BANKING :: MORTGAGE :: RETIREMENT :: WEALTH MANAGEMENT

**NOTIFICATION TO PARTICIPANTS  
OF  
ALERUS FINANCIAL, GRAND FORKS, ND  
PLEDGE POOL**

In accordance with NDCC'21-04-09, Alerus Financial - Grand Forks provided a security pledge schedule to Bank of North Dakota, as custodian, on 12/31/2025. This schedule reported uninsured public deposits of \$62,089,435.23 requiring a 110% pledge requirement for a total of \$68,298,378.75. Bank of North Dakota verifies the current par value of securities pledged to Alerus Financial - Grand Forks/Pledge Pool ID PGRF, as of 12/31/2025 is \$238,404,680.63.

Dated 1/8/2026  
The Bank of North Dakota, as Custodian

By   
Its Treasurer

**ALERUS FINANCIAL - GRAND FORKS**

PGRF  
BND

Deposit Account	Savings Account	161000064	Pledggee Name	email to mandi.streeter@alerus.com	Deposit Balance	Non-Interest Savings/CD's	Less FDIC	Required	Individual Pledges
			City of Emerado		123,048.09	-	0.00	0.00	
			City of Grand Forks		2,839,194.26	-	2,589,194.26	2,848,113.69	
			City of Northwood		499,847.69	2,192,301.46	2,192,149.15	2,411,364.07	
			City of Manvel		543,774.72	165,651.83	293,774.72	323,152.19	
			City of Reiles Acres		348,809.33	309,521.78	158,331.11	174,164.22	
			City of West Fargo		8,415.05	-	0.00	0.00	
			E Central Regional Water District				0.00	0.00	
			Emerado Public School District		1,291,158.39	-	1,041,158.39	1,145,274.23	
			Fargo Park District		-	-	0.00	0.00	
			Fargo Public School District		799,356.41	-	549,356.41	604,292.05	
			Grand Forks County Soil Conservation		186,471.76	111,879.45	0.00	0.00	
			GF Housing Authority		1,013,102.58	-	763,102.58	839,412.84	
			Grand Forks Park District		398,777.02	-	148,777.02	163,654.72	
			Grand Forks Public School District		1,534,274.49	-	1,284,274.49	1,412,701.94	
			Grand Forks Airport Authority		8,748,945.82	-	8,498,945.82	9,348,840.40	
			Growth Initiative Fund		15,000.00	-	0.00	0.00	
			Maple River Water Resource District		3,472,352.48	-	3,222,352.48	3,544,587.73	
			North Cass Water Resource District		1,953,959.13	-	1,703,959.13	1,874,355.04	
			Northwood Public School District		995.00	-	0.00	0.00	
			Red Lake Band Comprehensive Health		100,601.90	-	0.00	0.00	
			Rush River Water Resource District		1,121,965.43	-	871,965.43	959,161.97	
			Red River Joint Water Resource District		4,421,344.36	5,530,438.04	9,451,782.40	10,396,960.64	
			Red River Retention Center		283,569.63	-	33,569.63	36,926.59	
			Southeast Cass Water Resource District		29,463,767.03	-	29,213,767.03	32,135,143.73	
			Sheyenne Rvr Jt Wtr Res Dist		26,504.29	-	0.00	0.00	
			University of North Dakota		64,029.92	-	0.00	0.00	
			West Fargo Public School District		322,975.18	-	72,975.18	80,272.70	
			Alerus Trust Money Market		-	-	0.00	0.00	
			Alerus Trust Checking		-	-	0.00	0.00	
TOTALS					67,892,032.52	62,089,435.23	62,089,435.23	68,298,378.75	112,404,680.63
								LOC	126,000,000.00
								Diff	238,404,680.63
									170,106,301.87

Pledged Custody Holdings for Currency USD

As of 12/31/2025  
 Page 1

Security Receipt	Trade Date	Cost Basis	Current Face Pldg Original Face Pldg	Description Rate, Maturity
01354PHE7 174031708	06/05/2020			ALBUQUERQUE NM GROSS RCPTS REV 2.025, 07/01/2030
Pledged (PGRF)	As of 01/30/2024		1,890,000.00	PLEDGE POOL-ALERUS FIN G FORKS
041042C91 174021560	05/23/2017			ARKANSAS ST GO 2.80, 07/01/2027
Pledged (PGRF)	As of 04/18/2018		2,060,000.00	PLEDGE POOL-ALERUS FIN G FORKS
091608RC5 174031419	06/02/2020			BISMARCK ND PUB SCH DIST GO 1.50, 05/01/2027
Pledged (PGRF)	As of 11/18/2020		1,875,000.00	PLEDGE POOL-ALERUS FIN G FORKS
091608RE1 174031421	06/02/2020			BISMARCK ND PUB SCH DIST GO 1.80, 05/01/2029
Pledged (PGRF)	As of 11/18/2020		2,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS
091608RF8 174031422	06/02/2020			BISMARCK ND PUB SCH DIST GO 1.90, 05/01/2030
Pledged (PGRF)	As of 11/18/2020		1,955,000.00	PLEDGE POOL-ALERUS FIN G FORKS
179093KU2 174032674	09/11/2020			CLACKAMAS CNTY OR SCH DIST GO 1.25, 06/15/2028
Pledged (PGRF)	As of 11/18/2020		3,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS
179093KV0 174032673	09/11/2020			CLACKAMAS CNTY OR SCH DIST GO 1.33, 06/15/2029
Pledged (PGRF)	As of 11/18/2020		3,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS
179093KW8 174032672	09/11/2020			CLACKAMAS CNTY OR SCH DIST GO 1.43, 06/15/2030
Pledged (PGRF)	As of 11/18/2020		2,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS
3136BS5L5 199001168	10/15/2024			FNMA CMO 2024-75 BD 4.50, 11/25/2051
Pledged (PGRF)	As of 11/27/2024		24,379,193.70 30,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS
33851RAA9 174037081	09/24/2021			FLAGSTAR MTG TR 21-10INV A1 3.00, 10/25/2051
Pledged (PGRF)	As of 11/08/2021		7,073,854.30 10,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS

Pledged Custody Holdings for Currency USD

As of 12/31/2025  
Page 2

Security Receipt	Trade Date	Cost Basis	Current Face Pldg Original Face Pldg	Description Rate, Maturity
33851RAB7 174037082	09/24/2021			FLAGSTAR MTG TR 21-10INV A3 2.50, 10/25/2051
Pledged (PGRF)	As of 11/08/2021		7,073,854.30 10,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS
33851RAD3 174037083	09/24/2021			FLAGSTAR MTG TR 21-10INV A6 2.50, 10/25/2051
Pledged (PGRF)	As of 11/08/2021		6,098,472.40 10,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS
38384GUW8 199001169	10/15/2024			GNMA CMO 2023-196 QA 5.00, 05/20/2053
Pledged (PGRF)	As of 02/04/2025		9,174,937.34 18,900,000.00	PLEDGE POOL-ALERUS FIN G FORKS
46654KAF4 189001528	08/27/2021			JPM CMO 2021-11 A4 2.50, 01/25/2052
Pledged (PGRF)	As of 11/30/2021		6,126,772.50 10,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS
547160WC1 174028575	10/23/2019			LOVEJOY TX IND SCH DIST GO 2.25, 02/15/2035
Pledged (PGRF)	As of 05/11/2020		1,935,000.00	PLEDGE POOL-ALERUS FIN G FORKS
653234U93 174031375	05/22/2020			NEWTOWN CONN GO 1.65, 08/15/2026
Pledged (PGRF)	As of 11/18/2020		2,365,000.00	PLEDGE POOL-ALERUS FIN G FORKS
67114RAE2 174037143	09/24/2021			ONSLow BAY FINANC 21-INV1 A5 2.50, 09/25/2051
Pledged (PGRF)	As of 11/30/2021		7,258,009.40 10,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS
797272RG8 174028181	09/25/2019			SAN DIEGO CA CMNTY CLG DIST GO 3.316, 08/01/2041
Pledged (PGRF)	As of 11/18/2020		2,500,000.00	PLEDGE POOL-ALERUS FIN G FORKS
81748YAD4 174036997	09/21/2021			SEQUOIA MORTGAGE TRUST 21-6 A4 2.50, 10/25/2051
Pledged (PGRF)	As of 11/08/2021		6,620,660.70 10,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS
91824NAD4 174037159	08/26/2021			UNITED WHOLESALE MTG 2021-1 A4 2.50, 06/25/2051
Pledged (PGRF)	As of 12/20/2021		5,976,111.60 10,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS

You are a valued customer of Bank of North Dakota.  
We sincerely appreciate your business!



Pledged Custody Holdings for Currency USD

As of 12/31/2025

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Security Receipt	Trade Date	Cost Basis	Current Face Plgd Original Face Plgd	Description Rate, Maturity
938429W45 174031680	06/18/2020			WASHINGTON CNTY OR SCH DIST GO 1.843, 06/15/2031
Pledged (PGRF)	As of 11/18/2020		3,000,000.00	PLEDGE POOL-ALERUS FIN G FORKS
949798AB8 174036835	09/15/2021			WELLS FARGO MRT BCK 2021-2 A2 2.00, 06/25/2051
Pledged (PGRF)	As of 11/08/2021		5,042,814.39 6,760,000.00	PLEDGE POOL-ALERUS FIN G FORKS
<b>Pledged USD Par</b>			<b>112,404,680.63</b>	
<b>Pledged USD Orig Face</b>			<b>153,240,000.00</b>	

LOC 8107 \$126,000,000
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We sincerely appreciate your business!





## MEMORANDUM

To: Pledge Pool Participants

From: Justin Lieberg  
Senior Accounting Manager  
Choice Bank

Subject: Quarterly Pledge Information

Date: October 17, 2025

Enclosed is a copy of the Notification to Participants of the Choice Financial Pledge Pool. This Statement confirms the adequacy of Choice Financial pledges for public funds on deposit in the bank as of September 30, 2025. Please retain this information for use during financial audits of your organization.

Questions regarding pledge coverage should be directed to me at 763-210-7757 or [j.lieberg@bankwithchoice.com](mailto:j.lieberg@bankwithchoice.com). I will be happy to help you in any way I can.

Thank you.


A handwritten signature in black ink that reads "Justin Lieberg". The signature is written in a cursive, flowing style.

Justin Lieberg  
Senior Accounting Manager

**NOTIFICATION TO PARTICIPANTS  
OF  
CHOICE FINANCIAL, GRAFTON, ND  
PLEDGE POOL**

In accordance with NDCC'21-04-09, Choice Financial-Grafton provided a security pledge schedule to Bank of North Dakota, as custodian, on 09/30/2025. This schedule reported uninsured public deposits of \$117,580,993.89 requiring a 110% pledge requirement for a total of \$129,339,093.28. Bank of North Dakota verifies the current par value of securities pledged to Choice Financial-Grafton/Pledge Pool ID PGRA, as of 09/30/2025 is \$140,000,000.00.

Dated 10/3/2025  
The Bank of North Dakota, as Custodian

By   
Its Treasurer

GRAFTON-CHOICE FINANCIAL GROUP  
RAELA KALIS  
PO BOX 468  
WALHALLA, ND 58282-0468

\*Internal USE ONLY\*  
Client Code: PGRA  
Client Name: PLEDGE POOL- CHOICE FN GRAFTON  
Retention Date: 09/30/2025  
As of 09/30/2025  
Page 1

Pledged Custody Holdings for Currency USD

Security Receipt	Trade Date	Cost Basis	Current Face Pldg Original Face Pldg	Description Rate, Maturity
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You are a valued customer of Bank of North Dakota.  
We sincerely appreciate your business!



LOC 8065 \$140,000,000
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*No pledged holdings in custody as of statement date*



**Monthly Financial Statement**  
 Year To Date As of 12/31/2025  
 Prepared on 2/10/2026

Prepared by: Sheila Olson  
 Reviewed by: Willy Galindo  
 Commission Meeting: 02/16/2026

Budgeted Funds:		Notes	Revenue/Transfers			Expenditure/Transfers			Net Actuals	Cash
Fund	Description		Actual	Annual Budget	% Received	Actual	Annual Budget	% Spent	Revenue vs. Expense	Balance
1000	General Fund		\$ 41,522,742	\$ 39,947,752	104%	\$ 40,527,362	\$ 41,572,202	97%	\$ 995,380	\$ 14,169,681
2030	Share of Specials		228,936	221,833	103%	213,247	221,833	96%	15,689	119,357
7000	Library		2,988,535	2,651,523	113%	2,434,806	2,624,900	93%	553,728	1,712,635
7050	Airport		461,135	238,999	193%	506,381	485,945	104%	(45,245)	917,206
<b>Total Government</b>			<b>\$ 45,201,349</b>	<b>\$ 43,060,107</b>	<b>105%</b>	<b>\$ 43,681,796</b>	<b>\$ 44,904,880</b>	<b>97%</b>	<b>\$ 1,519,553</b>	<b>\$ 16,918,880</b>
2970	Capital Improvements Sales Tax	2	\$ 12,597,356	12,281,488	103%	\$ 1,109,550	18,189,566	6%	11,487,806	37,907,592
2975	Public Safety Sales Tax		4,178,483	4,014,700	104%	4,952,033	4,869,513	102%	(773,550)	1,519,890
2971	Prairie Dog Funds	2	7,331,225	10,500,000	70%	-	10,500,000	0%	7,331,225	10,710,081
2960	Economic Development Sales Tax		4,221,899	4,109,700	103%	3,859,131	3,481,400	111%	362,768	15,817,938
2973	Flexible Transportation Fund	2	708,387	-	0%	-	-	0%	708,387	692,002
2110	Gaming	3	32,588	15,000	217%	18,000	18,000	100%	14,588	155,468
2XXX	Event Funds		-	-	0%	-	-	0%	-	16,668
2200	Vector Control		222,677	210,000	106%	146,483	100,000	146%	76,194	646,593
2210	Forestry		678,546	674,815	101%	898,128	840,940	107%	(219,582)	16,346
2230	City Utility		52,004	81,000	64%	-	50,000	0%	52,004	330,394
25XX	Police Special Funds	4	179,610	5,500	3266%	239,411	11,850	2020%	(59,802)	300,640
2950	Assets Forfeitures		32,289	30,000	108%	49,377	30,000	165%	(17,089)	155,615
2980	South Facility Hookup		-	50,000	0%	-	-	0%	-	3,694,308
<b>Total Special Funds</b>			<b>\$ 30,235,064</b>	<b>\$ 31,972,203</b>	<b>95%</b>	<b>\$ 11,272,114</b>	<b>\$ 38,091,269</b>	<b>30%</b>	<b>\$ 18,962,950</b>	<b>\$ 71,963,536</b>
3000	<b>Total Debt Service</b>		<b>\$ 24,532,779</b>	<b>\$ 20,408,271</b>	<b>120%</b>	<b>\$ 27,977,790</b>	<b>\$ 24,157,135</b>	<b>116%</b>	<b>\$ (3,445,011)</b>	<b>\$ 52,530,096</b>
6010	Sanitation		\$ 7,611,468	\$ 7,100,000	107%	\$ 7,051,256	\$ 7,780,975	91%	\$ 560,212	\$ 2,316,469
6020	Water		11,395,314	10,500,000	109%	10,086,488	9,832,542	103%	1,308,826	9,905,695
6025	Sewer		7,480,186	8,102,130	92%	7,667,387	7,699,497	100%	(187,201)	(521,222)
<b>Total Enterprise</b>			<b>26,486,968</b>	<b>25,702,130</b>	<b>103%</b>	<b>24,805,130</b>	<b>25,313,014</b>	<b>98%</b>	<b>1,681,838</b>	<b>\$ 11,700,942</b>
5000	Tree Fund		\$ 23,573	\$ 50,000	47%	\$ 39,310	\$ 50,000	79%	\$ (15,738)	554,999
2050	Park Funds/State Aid		1,152,167	1,128,681	102%	1,152,167	1,128,681	102%	-	-
8600	Park District Special Assessment		743,014	720,242	103%	749,448	720,242	104%	(6,433)	7,342
2141	FM CVB		487,362	383,000	127%	501,556	383,000	131%	(14,194)	31,177
<b>Total Agency</b>			<b>\$ 2,406,116</b>	<b>\$ 2,281,923</b>	<b>105%</b>	<b>\$ 2,442,481</b>	<b>\$ 2,281,923</b>	<b>107%</b>	<b>\$ (36,365)</b>	<b>\$ 593,518</b>
<b>Total All Budgeted Funds</b>			<b>\$ 128,862,275</b>	<b>\$ 123,424,634</b>	<b>104%</b>	<b>\$ 110,179,310</b>	<b>\$ 134,748,221</b>	<b>82%</b>	<b>\$ 18,682,965</b>	<b>\$ 153,706,972</b>
Non-Budgeted Funds:		Notes	Revenue/Transfers			Expenditure/Transfers			Net Actuals	Cash
Fund	Description		Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	Revenue vs. Expense	Balance
4000	Construction	2	\$ 12,582,368	\$ 1,733,766	726%	\$ 31,619,940	\$ 1,733,766	1824%	\$ (19,037,572)	\$ (39,345,290)
2170	Clerk of Court Bond Fund		-	-	0%	-	-	0%	-	71,233
2XXX	Misc. Special Funds	5	770,435	655,317	118%	1,080,147	1,177,706	92%	(309,711)	843,509
7XXX	Agency Funds		-	-	0%	-	-	0%	-	218,391
8000	West Fargo Parks Payroll		-	-	0%	-	-	0%	-	-
<b>Total Non-Budgeted Funds</b>			<b>\$ 13,352,803</b>	<b>\$ 2,389,083</b>	<b>559%</b>	<b>\$ 32,700,087</b>	<b>\$ 2,911,472</b>	<b>1123%</b>	<b>\$ (19,347,283)</b>	<b>\$ (38,212,158)</b>
<b>Total All Funds Combined</b>			<b>\$ 142,215,078</b>	<b>\$ 125,813,717</b>	<b>113%</b>	<b>\$ 142,879,397</b>	<b>\$ 137,659,693</b>	<b>104%</b>	<b>\$ (664,318)</b>	<b>\$ 115,494,815</b>

**Notes:**

1	General, Library and Airport had an increase in interest revenue due to a new allocation method . Additionally, airport fuel revenue not in budget partially offset by fuel expenses also not in budget.
2	Transfer of cash balances to construction funds pending. Estimated to record in mid March around \$28 million.
3	Increase in revenue is due to gaming grant funds received not in budget.
4	Received and paid Back the Blue grant funds and purchase of two police vehicles.
5	Increase in revenue is due to cash in lieu of land dedication funds not in budget.



**Monthly Financial Statement**  
 Year To Date As of 1/31/2026  
 Prepared on 2/11/2026

Prepared by: Sheila Olson  
 Reviewed by: Willy Galindo  
 Commission Meeting: 2/17/2026

Budgeted Funds:		Notes	Revenue/Transfers			Expenditure/Transfers			Net Actuals	Cash
Fund	Description		Actual	Annual Budget	% Received	Actual	Annual Budget	% Spent	Revenue vs. Expense	Balance
1000	General Fund		\$ 2,087,535	\$ 41,436,574	5%	\$ 2,966,645	\$ 42,090,761	7%	\$ (879,110)	\$ 13,105,491
2030	Share of Specials		21,494	224,944	10%	-	224,944	0%	21,494	140,851
7000	Library		244,603	2,642,068	9%	158,145	2,632,068	6%	86,458	1,738,344
7050	Airport		20,235	277,492	7%	6,380	219,355	3%	13,855	913,677
<b>Total Government</b>			<b>\$ 2,373,866</b>	<b>\$ 44,581,078</b>	<b>5%</b>	<b>\$ 3,131,169</b>	<b>\$ 45,167,128</b>	<b>7%</b>	<b>\$ (757,304)</b>	<b>\$ 15,898,363</b>
2960	Economic Development Sales Tax		\$ -	4,481,368	0%	\$ 47,341	4,437,343	1%	(47,341)	17,900,714
2970	Capital Improvements Sales Tax		\$ 6,409	13,214,414	0%	\$ 114,832	23,760,350	0%	(108,423)	39,318,515
2971	Prairie Dog Funds		-	1,586,000	0%	-	1,586,000	0%	-	10,710,081
2973	Flexible Transportation Fund		-	-	0%	-	-	0%	-	708,387
2975	Public Safety Sales Tax		-	4,347,600	0%	-	5,335,742	0%	-	1,949,845
2110	Gaming		200	15,000	1%	-	150,000	0%	200	155,668
2XX	Event Funds		-	-	0%	-	-	0%	-	16,668
2200	Vector Control		18,715	220,000	9%	-	100,000	0%	18,715	665,018
2210	Forestry		56,146	802,410	7%	26,085	665,702	4%	30,061	29,756
2230	City Utility		1,010	-	0%	-	-	0%	1,010	330,579
25XX	Police Special Funds		500	10,150	5%	-	9,850	0%	500	299,182
2950	Assets Forfeitures		-	30,000	0%	1,889	30,000	6%	(1,889)	108,669
2980	South Facility Hookup		-	-	0%	-	-	0%	-	3,694,308
<b>Total Special Funds</b>			<b>\$ 82,980</b>	<b>\$ 24,706,942</b>	<b>0%</b>	<b>\$ 190,148</b>	<b>\$ 36,074,987</b>	<b>1%</b>	<b>\$ (107,168)</b>	<b>\$ 75,887,392</b>
3000	<b>Total Debt Service</b>		<b>\$ 2,179,941</b>	<b>\$ 23,544,373</b>	<b>9%</b>	<b>\$ -</b>	<b>\$ 24,592,139</b>	<b>0%</b>	<b>\$ 2,179,941</b>	<b>\$ 54,710,037</b>
6010	Sanitation		\$ 613,660	\$ 8,049,571	8%	\$ 485,252	\$ 8,079,213	6%	\$ 128,408	\$ 2,432,977
6020	Water		495,554	11,155,465	4%	651,778	10,414,489	6%	(156,224)	10,003,849
6025	Sewer		417,408	8,903,389	5%	571,548	7,840,986	7%	(154,140)	(522,064)
<b>Total Enterprise</b>			<b>1,526,622</b>	<b>28,108,425</b>	<b>5%</b>	<b>1,708,578</b>	<b>26,334,688</b>	<b>6%</b>	<b>(181,956)</b>	<b>\$ 11,914,762</b>
5000	Tree Fund		\$ -	\$ 35,000	0%	\$ -	\$ 35,000	0%	\$ -	554,999
2050	Park Funds/State Aid		109,616	1,180,000	9%	109,616	1,180,000	9%	-	109,616
8600	Park District Special Assessment		\$ 27,966	\$ 710,338	4%	-	710,338	0%	27,966	27,966
2141	FM CVB		43,432	450,000	10%	-	450,000	0%	43,432	43,432
<b>Total Agency</b>			<b>\$ 181,014</b>	<b>\$ 2,375,338</b>	<b>8%</b>	<b>\$ 109,616</b>	<b>\$ 2,375,338</b>	<b>5%</b>	<b>\$ 71,398</b>	<b>\$ 736,013</b>
<b>Total All Budgeted Funds</b>			<b>\$ 6,344,422</b>	<b>\$ 123,316,156</b>	<b>5%</b>	<b>\$ 5,139,512</b>	<b>\$ 134,544,280</b>	<b>4%</b>	<b>\$ 1,204,911</b>	<b>\$ 159,146,566</b>
Non-Budgeted Funds:			Revenue/Transfers			Expenditure/Transfers			Net Actuals	Cash
Fund	Description	Notes	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	Revenue vs. Expense	Balance
4000	Construction	2	\$ 1,384,030	\$ -	0%	\$ (107,860)	\$ 862,815	-13%	\$ 1,491,890	\$ (40,849,870)
2170	Clerk of Court Bond Fund		-	-	0%	-	-	0%	-	72,770
2XX	Misc. Special Funds		68,750	536,200	13%	89,249	536,200	17%	(20,499)	801,375
7XXX	Agency Funds		-	-	0%	-	-	0%	-	218,391
8000	West Fargo Parks Payroll		-	-	0%	-	-	0%	-	-
<b>Total Non-Budgeted Funds</b>			<b>\$ 1,452,780</b>	<b>\$ 536,200</b>	<b>271%</b>	<b>\$ (18,610)</b>	<b>\$ 1,399,015</b>	<b>-1%</b>	<b>\$ 1,471,390</b>	<b>\$ (39,757,334)</b>
<b>Total All Funds Combined</b>			<b>\$ 7,797,202</b>	<b>\$ 123,852,356</b>	<b>6%</b>	<b>\$ 5,120,901</b>	<b>\$ 135,943,295</b>	<b>4%</b>	<b>\$ 2,676,301</b>	<b>\$ 119,389,232</b>

**Notes:**

<b>1</b>	Sales tax revenues received in January are actually for December and, for year-end purposes, are coded as a receivable to December 2025 instead of posting to January 2026.
<b>2</b>	Expenses for Construction are negative because the retainage owed at the end of 2025 was accrued to 2025 and reversed in January 2026. This will be offset as retainage is paid throughout the year.



**APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT**  
 NORTH DAKOTA OFFICE OF ATTORNEY GENERAL  
 GAMING DIVISION  
 SFN 9338 (8-2025)

Applying for (check one)  
 Local Permit       Restricted Event Permit\*

Games to be conducted  
 Bingo     Raffle     Raffle Board     Calendar Raffle     Sports Pool     Poker\*     Twenty-One\*     Paddlewheels\*

\*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.  
**LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS**

**ORGANIZATION INFO**

Name of Organization or Group <b>David Diedrich Leukemia Fund</b>		Dates of Activity (Does not include dates for the sales of tickets) <b>June 5, 2026</b>	
Organization or Group Contact Person <b>Jason Baumgartner</b>	E-mail <b>jbaumgartner@precisionpe.com</b>	Telephone Number <b>701-552-3069</b>	
Business Address <b>1935 4th Ave NW</b>	City <b>West Fargo</b>	State <b>ND</b>	ZIP Code <b>58078</b>
Mailing Address (if different) <b>same</b>	City	State	ZIP Code

**SITE INFO**

Site Name <b>Precision Plumbing Heating Cooling and Dirtworks</b>	County <b>Cass</b>		
Site Physical Address <b>1935 4th Ave NW</b>	City <b>West Fargo</b>	State <b>ND</b>	ZIP Code <b>58078</b>
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.) <b>Raffle drawing on June 5, 2026</b>			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	cash	2,500.00
Raffle	cash	1,000.00
Raffle	cash	500.00
<i>\$1000 code to: 1000-320000 EH 2/11/26</i> Total (limit \$50,000 per year)		\$ <b>4,000.00</b>

**ADDITIONAL REQUIRED INFORMATION**

Intended Uses of Gaming Proceeds  
**charity funds to be giving to those in need struggling with chronic illness**

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: **8,500.00** (This amount is part of the total prize limit for \$50,000 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 <b>Jason Baumgartner</b>	Telephone Number <b>701-552-3063</b>	E-mail Address <b>jbaumgartner@precisionpe.com</b>
Signature of Organization Group's Permit Organizer 	Title <b>Human Resources</b>	Date <b>2/9/2026</b>

- 4. 12 gauge shotgun - \$1,500
- 5. 9 mm pistol - \$500
- 6. Nuclear Grill - \$1,400

**Item Title:** Fire Code Permit Increase

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**Presented By:** Dell Sprecher, Fire Marshall

**Requested Action/Staff Recommendation:** 2024 International Fire Code Permit fee increase

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**Background & Project Summary:**

International Fire Code (IFC) is adopted every fourth year; third code edition cycle. With the adoption of IFC 2024, the West Fargo Fire Department (WFFD) is asking for an increase in permit fees. The WFFD follows the same fee schedule as Fargo Fire Department to eliminate any confusion with permitting. The increase will affect Operational and Construction permits. Operational permits will increase by \$5 (except for Hazardous Material and HPM Facilities with an increase at \$10), and Construction permits will increase \$8.

**Attached Supporting Documents:**

- Permit Fees 2023
- Permit Fees 2026

**Financial Impact:**

This permitting fee structure will be compatible with the Fargo Fire Department to eliminate confusion for permitting. Also, the updated permit structure will assist in supplementing time for plans review and code compliance by staff.

**Process/Timeline:**

This will coincide with 2024 IFC adoption.

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**West Fargo City Commission**

Bernie Dardis, Commission President  
Brad Olson, Commission Vice President  
Roben Anderson, Rory Jorgensen, Amy Zundel, Commissioners  
Dustin Scott, City Administrator

Permit Fee Schedule 2023		Current Fee		Constuction Permits		Current Fee
Code Sect.	Operation	Annual/Per Event	Note	Code Sect.	Operation	Fee
105.5.3	Amusement buildings	\$65.00	Annually	105.6.1	Automatic fire-extinguishing systems (Plan review and inspection)	\$92 + (0.1%(Total fire flow calculation area))
105.5.39	Places of assembly	\$65 + assembly table fee	Per Event			
105.5.38	Outdoor assembly		Per Event			
105.5.5	Carnival and fair	\$65.00	Per Event	15.6.3	Cryogenic Fluids	\$92 + (Tank Fee Schedule)
105.5.8	Combustible fibers	\$65.00	Annually	105.6.4	Emergency Responder radio coverage system	\$92 + (0.1%(project cost))
105.5.9	Compressed gases	\$65.00	Annually	105.6.6	Fire alarm and detection system and related equipment (Plan review and inspection)	\$92 + (0.1%(Total fire flow calculation area))
105.5.11	Cryogenic fluids	\$65.00	Annually			
105.5.13	Dry cleaning w/hazardous solvent	\$65.00	Annually			
105.5.15	Exhibits and trade shows	\$65.00	Per Event	105.6.8	Flammable and combustible liquids	\$92 + (Tank Fee Schedule)
105.5.16	Explosives	\$65.00	Annually	105.6.9	Fuel cell power systems	\$92 + (1%(Project cost))
105.5.22	Hazardous materials	\$130.00	Annually	105.6.12	Hazardous materials	\$92 + (0.1%(Project cost))
105.5.23	HPM facilities	\$130.00	Annually	105.6.14	Industrial ovens	\$92 + (0.1%(Project cost))
105.5.24	High piled storage(exceeding 500ft2)	\$65.00	Annually	105.6.15	LP-gas	\$92 + (Tank Fee Schedule)
105.5.27	Lumber yards and woodworking plants >100,000bf	\$65.00	Annually	105.6.22	Spraying or dipping	\$92 + (0.1%(Project cost))
105.5.28	Liquid or gas fueled vehicles or equipment in assembly areas	\$65.00	Per Event	<b>Tank Fee Schedule</b>		
105.5.29	LP-gas	\$65.00	Annually			
105.5.30	Magnesium (>10lbs)	\$65.00	Annually	Tank fee is added to the base fee for the construction permit specified above.		
105.5.34	Open burning	\$65.00	Per Burn	<b>Tank Size</b>		
105.5.36	Open flames and candles	\$65.00	Per Event	<b>Cost</b>		
105.5.42	Pyrotechnic special effects materials	\$130.00 + \$92 /hr (min 2 hrs.)	Per Event	0 - 1,000 gal		
105.5.43	Pyroxylin plastics	\$65.00	Annually	1,001 - 5,000 gal		
105.5.46	Rooftop heliports	\$65.00	Annually	5,001 - 12,000 gal		
105.5.47	Spraying or dipping	\$65.00	Annually	12,001 - 20,000 gal		
105.5.48	Storage of scrap tires	\$65.00	Annually	20,001 +		
105.5.49	Temporary membrane structures and tents	\$65.00	Structure	Each dispenser with sump		
105.5.50	Tire rebuilding plants	\$65.00	Annually	\$150 per tank		
				\$300 per tank		
				\$400 per tank		
				\$500 per tank		
				\$600 per tank		
				\$200 each		
<b>Assembly Table</b>		<b>Fee</b>	<b>*Fire Staffing Requirments</b>	Fee includes plan review and inspection during normal business hours **Inspections outside normal business hours (minimum - 2 hours) @ \$92 / hour		
1,000-1,500 attendees		\$125.00	2 personnel			
1,501 - 2,500 attendees		\$250.00	3 personnel			
2,501-3,500 attendees		\$500.00	4 personnel			
3,500+ attendees		\$700.00	4 personnel			

\*Fire Staffing requirements are minimums required, and are subject to change.

Permit Fee Schedule 2026		Current Fee		Constuction Permits		Current Fee
Code Sect.	Operation	Annual/Per Event	Note	Code Sect.	Operation	Fee
105.5.3	Amusement areas	\$70.00	Annually	105.6.1(2)	Automatic fire-extinguishing systems (Automatic sprinkler system). Plan review and inspection	\$100 + (0.1%(Total fire flow calculation area))
105.5.39	Places of assembly	\$70 + assembly table fee	Per Event			
105.5.40	Outdoor assembly		Per Event			
105.5.5	Carnival and fair	\$70.00	Per Event	105.6.4	Cryogenic Fluids	\$100 + (Tank Fee Schedule)
105.5.8	Combustible fibers	\$70.00	Annually	105.6.5	Emergency Responder radio coverage system	\$100 + (0.1%(project cost))
105.5.9	Compressed gases	\$70.00	Annually	105.6.7	Fire alarm and detection system and related equipment. Plan review and inspection	\$100 + (0.1%(Total fire flow calculation area))
105.5.11	Cryogenic fluids	\$70.00	Annually			
105.5.13	Dry cleaning w/hazardous solvent	\$70.00	Annually			
105.5.15	Exhibits and trade shows	\$70.00	Per Event			
105.5.16	Explosives	\$70.00	Annually	105.6.9	Flammable and combustible liquids	\$100 + (Tank Fee Schedule)
105.5.22	Hazardous materials	\$140.00	Annually	105.6.10	Fuel cell power systems	\$100 + (0.1%(Project cost))
105.5.23	HPM facilities	\$140.00	Annually	105.6.13	Hazardous materials	\$100 + (0.1%(Project cost))
105.5.24	High piled storage(exceeding 500ft2)	\$70.00	Annually			
105.5.31	Lumber yards and woodworking plants >100,000bf	\$70.00	Annually	105.6.15	Industrial ovens	\$100 + (0.1%(Project cost))
105.5.28	Liquid or gas fueled vehicles or equipment in assembly areas	\$70.00	Per Event	105.6.16	LP-gas	\$100 + (Tank Fee Schedule)
105.5.30	LP-gas	\$70.00	Annually	105.6.23	Spraying or dipping	\$100 + (0.1%(Project cost))
105.5.32	Magnesium (>10lbs)	\$70.00	Annually			
105.5.36	Open burning	\$70.00	Per Burn	<b>Tank Fee Schedule</b>		
105.5.38	Open flames and candles	\$70.00	Per Event	Tank fee is added to the base fee for the construction permit specified above.		
105.5.44	Pyrotechnic special effects materials	\$140.00 + \$100 /hr (min 2 hrs.)	Per Event	<b>Tank Size</b>		
105.5.45	Pyroxylin plastics	\$70.00	Annually	<b>Cost</b>		
105.5.48	Rooftop heliports	\$70.00	Annually	0 - 1,000 gal		
105.5.49	Spraying or dipping	\$70.00	Annually	1,001 - 5,000 gal		
105.5.50	Storage of scrap tires	\$70.00	Annually	5,001 - 12,000 gal		
105.5.51	Temporary membrane structures and tents	\$70.00	Structure	12,001 - 20,000 gal		
105.5.52	Tire rebuilding plants	\$70.00	Annually	20,001 +		
				Each dispenser with sump		
				\$150 per tank		
				\$300 per tank		
				\$400 per tank		
				\$500 per tank		
				\$600 per tank		
				\$200 each		
				Fee includes plan review and inspection during normal business hours		
				**Inspections outside normal business hours (minimum - 2 hours) @ \$100 / hour		
<b>Assembly Table</b>		<b>Fee</b>	<b>*Fire Staffing Requirments</b>			
1,000-1,500 attendees		\$125.00	2 personnel			
1,501 - 2,500 attendees		\$250.00	3 personnel			
2,501-3,500 attendees		\$500.00	4 personnel			
3,500+ attendees		\$700.00	4 personnel			

\*Fire Staffing requirements are minimums required, and are subject to change.

Commissioner \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION SETTING PERMIT FEES  
RELATING TO THE INTERNATIONAL FIRE CODE**

WHEREAS, the City of West Fargo, pursuant to Section 6-0101 of the Revised Ordinances of 1990 of the City of West Fargo, has established that permit fees shall be in such amounts as shall be established by resolution of the Board of City Commissioners.

WHEREAS, the City desires to set the permit fees pursuant to Section 6-0101.

NOW THEREFORE, be it resolved as follows:

That pursuant to Section 6-0101 of the Revised Ordinances of 1990 of the City of West Fargo, permit fees relating to the International Fire Code as set forth in the attached Exhibit A to this resolution are hereby adopted and incorporated by reference into the City of West Fargo fire code permits.

Said fees shall remain the same unless amended by the City by resolution of the City Commission.

Dated: \_\_\_\_\_, 2026.

APPROVED:

\_\_\_\_\_  
President of Board of City Commissioners

ATTEST:

\_\_\_\_\_  
City Auditor

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



**Item Title:** Excavation Code Update and Right-of-Way Management Policy Review

**Requested Action/Staff Recommendation:** Conduct the First Reading of the Amended Excavation Code Ordinance and Review the Right-of-Way Management Policy for Adoption via Resolution

**Presented By:** Jerry Wallace, City Engineer

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**New Information:** The purpose of this item is to modernize the City's excavation code and approve a Right-of-Way (ROW) Management Policy that establishes clear administrative and inspection requirements, including cost-recovery fees, for work conducted within public rights-of-way.

The Engineering Department has completed a comprehensive review and update of the City of West Fargo excavation code and developed a ROW management policy to guide the day-to-day administration of right-of-way activities. The proposed updates introduce clear permitting requirements, restoration standards, enforcement measures, and seasonal restrictions intended to better protect public infrastructure, improve coordination, and prioritize public safety.

**Background & Project Summary:** The current excavation code was adopted when utility coordination was less complex, fewer private entities operated within the right-of-way, and modern permitting, restoration, and inspection practices were still evolving. Since that time, the volume and complexity of right-of-way activity has increased significantly, necessitating clearer standards and processes.

**Financial Analysis:** The amended ordinance and proposed policy establish administrative and inspection fees intended to recover City costs associated with reviewing, inspecting, and administering right-of-way work.

**Policy Analysis:** The proposed amendments and policy codify a standardized review and permitting process, clarify restoration and warranty requirements, and establish consistent expectations for utilities, contractors, and City projects. These changes are intended to improve coordination, increase predictability for applicants, and provide stronger long-term protection of streets, sidewalks, boulevards, and other public assets.

**Supporting Documents:**

- Amended Excavation Code
  - Right-of-Way Management Policy
-

**Previously Presented Information & Commission Actions:**

None.

**West Fargo City Commission**

Bernie Dardis, Commission President

Brad Olson, Commission Vice President

Roben Anderson, Rory Jorgensen, Amy Zundel, Commissioners

Dustin Scott, City Administrator

ORDINANCE NO. 1276

AN ORDINANCE TO AMEND AND REENACT CHAPTER 2-05 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO THE EXCAVATION CODE.

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

SECTION 1. Chapter 2-05 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

CHAPTER 2-05

EXCAVATION CODE

SECTIONS:

- 2-0501. Definitions.
- 2-0502. Excavator's Registration.
- 2-0503. Permit to Excavate.
- 2-0504. Exemptions.
- 2-0505. Performance Deposits.
- 2-0506. Pre-excavation Requirements.
- 2-0507. Restoration and Warranty.
- 2-0508. Joint Application.
- 2-0509. Supplementary Applications.
- 2-0510. Denial of Permit.
- 2-0511. Inspection.
- 2-0512. Revocation of Permits.
- 2-0513. Mapping Data.
- 2-0514. Location of Facilities.
- 2-0515. Relocation of Facilities.
- 2-0516. Damage to Other Facilities.
- 2-0517. Right-of-Way Vacation.
- 2-0518. Excavation Moratorium.
- 2-0519. Emergency Excavation.
- 2-0520. Preservation of Monuments.
- 2-0521. Inspections.
- 2-0522. Regulations.
- 2-0523. Severability.
- 2-0524. Penalty.
- 2-0525. Appeal.

2-0501. DEFINITIONS.

1. "Alley" shall mean the length as dedicated for use by the public and the width as defined by the property lines on each side thereof.
2. "Berm" shall mean that portion of the street lying outside the traveled way.
3. "City" shall mean the City of West Fargo, North Dakota.
4. "City Engineer" means the City Engineer of the City, or his or her designee.
45. "Controlled density fill" (CDF) shall mean a sand, cement and/or fly ash slurry resulting in a 50 to 100 PSI material used for backfill.
5. ~~"Director" means the Public Works Director of the City, or his or her designee.~~
6. "Emergency" shall mean a condition that (1) poses a clear and immediate danger to life or health, or of a significant loss of property; or (2) requires immediate repair or replacement of facilities in order to restore service to a customer.
7. "Excavation" means any removal or disturbance of material to a depth of more than three inches within the traveled way of any street or alley or the removal or disturbance of material to a depth of more than ten inches in sod or soil areas of any publicly-owned property. Excavation is further defined to include all tunneling, pushing, or jacking under any publicly-owned property within the corporate limits of the City of West Fargo.
8. "Excavator" shall mean any person, firm or corporation who performs the act of excavation through the use of mechanically powered equipment or otherwise.
9. "Facility" or "Facilities" means any tangible asset in the right-of-way required to provide utility service.
10. ~~"Lateral Support" of a public place shall be considered impaired whenever an excavation extends below a plane sloping downward at an angle of 45 degrees from the boundary of the public place, or whenever a proposal excavation would expose any adverse geological formation of soil condition.~~
410. "Right-of-Way" means the area on, below, or above a public roadway, highway, street, cartway, bicycle lane and public sidewalk in which the City holds jurisdictional authority or has an a property interest, including other dedicated rights-of-way for travel purposes and utility easements of the City. A right-of-way does not include the airwaves above a right-of-way with regard to cellular or other nonwire telecommunications or broadcast service.
421. "Street" shall mean the length as dedicated for use by the public and the width as defined by the property lines on each side thereof.

- ~~13~~12. “Traveled Way” means the width from curb to curb on curbed streets, from edge to edge on asphalt non-curbed streets, and from shoulder to shoulder on gravel streets.
1413. “Utilities” for the purpose of this ordinance, shall include all underground cables, conduit and pipe used for the transportation or distribution of fuel, electricity, communication services, water or sewage.

2-0502. EXCAVATOR’S REGISTRATION. No person, firm or corporation shall engage in the practice of ~~Excavation~~excavation within public right-of-way unless registered as an ~~Excavator~~excavator in the City of ~~West Fargo~~, or under contract with the City. An ~~Excavator’s~~excavator’s registration will be issued by the ~~City Auditor~~City Engineer upon submission of a written application on forms obtained from the ~~Auditors~~City Engineer and upon fulfilling the fee, bonding and insurance requirements as specified herein. The registration period shall be from January 1 to December 31 of each year.

1. Fee. The registration fee for an ~~Excavator’s~~excavator’s registration for a calendar year or any part thereof shall be set by resolution of the Board of City Commissioners.
2. Insurance. Any person, firm or corporation licensed as an excavator must file proof of liability insurance in the amount of Two Million ~~dollars~~Dollars (\$2,000,000) with the ~~City Auditor~~City. The insurance must name the City as an additional insured as to whom the coverages required are in full force and applicable and for whom defense will be provided as to all such coverages. The insurance shall also require that the ~~City Auditor~~City be notified thirty (30) calendar days in advance of cancellation of the policy or material modification of a coverage term.

2-0503. PERMIT TO EXCAVATE.

1. No excavation within public right-of-way shall be initiated without a permit being issued by the ~~City of West Fargo~~, except as otherwise provided in Section 2-0504 of this chapter. Except in the event of emergency, as further set forth in this chapter, Application~~application~~ for an excavation permit shall be made at least 24 ~~hours~~five (5) calendar days in advance, in writing, to the ~~Director of the City~~City Engineer on forms provided by the City. ~~In the case of a bona fide emergency, the written application may be filed after the excavation has been initiated providing that the intent to excavate has been reported to the department of the Public Works Director, either in person or by telephone.~~
2. A permit to excavate shall be issued only to a registered ~~Excavator~~excavator, to a governmental unit of the City, to a contractor performing work under a written contract with any governmental unit or to the owner of a utility franchised to operate within the corporate limits of the ~~City of West Fargo~~; however, the issuance of a permit under the provisions of this ordinance shall not relieve any permittee from compliance with all requirements of this ordinance nor relieve the permittee of any liability for damage to any existing utility. The ~~City of West Fargo~~ assumes no liability whatsoever by virtue ~~to~~of the issuance of said permit. The permit shall be

maintained on the site while the excavation is in progress. The permit holder will provide the ~~Public Works Director~~ City Engineer with an emergency phone number of a responsible employee who can be contacted during non-working hours. The fee for each permit issued under the provisions of this ordinance shall be set by resolution of the Board of City Commissioners. Every permit issued under the provisions of this ordinance shall expire ~~by limitation~~ and become null and void if the work authorized by such permit is not commenced within twenty (60) calendar days from the date of such permit.

3. The permittee must be the appointed contractor at the excavation site and must hold the permit for any work taking place at the excavation site. Where the permittee will not be the owner of the facilities installed, the owner (or entity who will become the owner after completion of the project) will also be required to execute the application for permit, be listed on the permit, and be subject to the indemnification and warranty provisions of Section 2-0503(4) and 2-0507.
4. The permittee in the permit must agree to hold the City harmless from any and all damages claimed by reason of negligence, incompetence or omission on the part of such person, firm or corporation in the performance of their work, the same to include, but not be limited to, careless guarding of excavations made by them or failure to restore all public properties to as good a condition as they were before such work was done, or for any damages growing out of the negligence or carelessness of any such licensed person, firm or corporation.
5. An application for a permit will be considered complete only upon compliance with the requirements of the following provisions:
  - a. Registration pursuant to this chapter.
  - b. Submission of a completed permit application form, including all required attachments and scaled drawings showing the location and area of the proposed project, and the location of all known and existing proposed facilities.
  - c. Payment of money due the City for:
    - (1) Permit fees and franchise or user fees, if applicable;
    - (2) Any overdue permit or fee payment; and
    - (3) Any disputed loss, damage or expense suffered by the City as a result of applicant's prior excavating or any emergency actions taken by the City;
6. The ~~Director~~ City Engineer may impose reasonable conditions upon the issuance of the permit and the performance of the applicant thereunder to protect the health, safety, and welfare or when necessary to protect the right-of-way and its current use.

7. No person may excavate or obstruct the right-of-way beyond the date or dates specified in the permit unless (a) the project work could not be completed due to circumstances beyond the permittee's control, including seasonal weather prohibitions or inclement weather, such person ~~(ab) the permittee~~ makes a supplement to the application for another right-of-way permit before the expiration of the initial permit as set forth in Section 2-0509, and ~~(bc)~~ a new permit or permit extension is granted.
8. ~~Notwithstanding subdivision 6 of this section, the~~ The City shall establish and impose a delay ~~penalty~~ fine for unreasonable delays in right-of-way excavation, obstruction, patching or restoration. The delay ~~penalty~~ fine shall be established from time to time by the ~~City Commission~~ Board of City Commissioners by resolution.

2-0504. EXEMPTIONS.

1. The following shall be exempt from the registration and permit requirements:
  - a. Employees of the ~~department of street~~ Department of Public Works of the City of West Fargo, while engaged in work directed by the City, shall be exempt from the requirements of ~~Sections 2-0502 and 2-0503~~ of this chapter.
  - ~~b. West Fargo Park District employees when performing work within the property lines of the areas designated as the park system.~~
2. The following shall be exempt from the registration requirements:
  - a. All governmental units of the City.
  - b. All contractors performing work under a written contract with any governmental unit of the City.
  - ~~c. Utilities which have a franchise agreement with the City. However, all contractors hired by such utility must be registered.~~

2-0505. PERFORMANCE DEPOSITS. Deposits as required under this section shall be cash, a certificate of deposit, or a surety bond approved by the City Attorney.

1. Certificates of deposit. If a certificate of deposit is used, the certificate must be held by a financial institution located within the city limits of the ~~City of West Fargo~~ City of Fargo, North Dakota, and there must be an escrow agreement in a form satisfactory to the City Attorney executed by the City, financial institution, and permittee.
2. Annual Deposits. Any person intending to make openings, cuts or excavations in public places may make and maintain, with the ~~City Auditor~~ City, an annual deposit

in an amount set by resolution by the Board of City Commissioners, and the person so depositing shall not be required to make the special deposits provided in this section but shall, however, be required to comply with all other applicable provisions of this ordinance.

3. Purpose of Deposits. Any special or annual deposit made hereunder shall serve as security for the repair and performance of work necessary to put the public place in as good a condition as it was prior to the excavation, for a period extending through the warranty period, and to cover any ~~penalties-fines~~ imposed for delay.
4. Special Deposits. Special deposits shall be required for all permits not covered by an annual deposit. The amount of each special deposit shall be determined by the ~~Public Works Director of the City~~ City Engineer on a case-by-case basis in accord with paragraph 3.
5. Refund or Reduction of Deposits. Upon the permittee's completion of the work, covered by a permit in apparent conformity with this chapter as determined by the ~~Public Works Director~~ City Engineer, two-thirds of such deposit shall be refunded or released by the City, with the remaining balance being released at the completion of the warranty period.
6. Refund or reduction of annual deposits. Two-thirds of any annual deposit shall be refunded by the City at the end of the one-year period for which the deposit is made or the apparent satisfactory completion of all excavation work undertaken during such period, whichever is later, and the balance of the annual deposit shall be released at the expiration of the warranty period.
7. Use of Deposits. Part, or all, of any such deposit may be used to pay the cost of any work the City performs or has contracted to another entity to restore or maintain the public place as provided in this chapter in the event the permittee fails to perform such work, and to cover any ~~penalty-fine~~ for delay which is not paid directly by the permittee.

2-0506. PRE-EXCAVATION REQUIREMENTS. It shall be the responsibility of each permittee to notify all utility companies, and those others as directed by the City Engineer, of the intended excavation. Except in the case of a ~~bona fide~~ an emergency, a minimum 24-hour advance notice is required. The permit form shall serve as a guide to assist the permittee in scheduling and documenting utility clearance.

2-0507. RESTORATION AND WARRANTY.

1. Permittees shall restore all public right-of-way to as good a condition existing before the excavation work commenced or as directed by the City.
2. The permittee additionally warrants that restoration work will meet the requirements of this chapter for a period of twenty-four (24) months following the completion of the work. During this twenty-four (24) month period, it shall, upon

notification from the ~~Director~~ City Engineer, correct all restoration work to the extent necessary, using the method required by the ~~Director~~ City Engineer. Such work shall be completed within ~~five~~ fourteen (514) calendar days of the receipt of the notice from the ~~Director~~ City Engineer, not including days during which work cannot be done because of circumstances constituting force majeure or days when work is prohibited as unseasonable or unreasonable. If permittee fails to restore the right-of-way in the manner and condition required by the ~~Director~~ City Engineer, or fails to satisfactorily and timely complete all restoration required by the ~~Director~~ City Engineer, the Director, at its option, may do such work or contract for such work to be done. In that event, the permittee shall pay to the City within thirty (30) calendar days of the billing, the cost of restoring the right-of-way. If permittee fails to pay as required, the City may exercise its right under the deposits required by this chapter, including the construction performance bond, and if such sums are not sufficient, the City may otherwise seek payment from the permittee and/or owner of the facilities installed.

#### 2-0508. JOINT APPLICATION.

1. Registrants may jointly apply for permits to excavate or ~~construct~~ obstruct a right-of-way at the same place and time.
2. Registrants who apply for permits for the same obstruction or excavation may share in the payment of the permit fees. Registrants must agree among themselves as to the portion each will pay and indicate the same on their application.
3. Registrants who apply for permits for the same obstruction or excavation may share in the required deposit. Registrants must agree among themselves as to the portion each will be responsible for and indicate the same on their application.

#### 2-0509. SUPPLEMENTARY APPLICATIONS.

1. A right-of-way permit is valid only for the area of the right-of-way specified in the permit. No permittee may do work outside the area specified in the permit, except as provided herein. Any permittee who determines that an area is greater than that specified in the permit granted must, before working in the greater area (a) make application for a permit extension and pay any additional fees required thereby, and (b) ~~be granted~~ receive a new permit or permit extension.
2. A right-of-way permit is valid only for the dates specified in the permit. No permittee may ~~be begin~~ its work before the permit start date or, except as provided herein, continue working after the end date. If permittee does not finish the work by the permit end date, it must apply for a new permit for the additional time it needs, and receive the new permit or an extension of the old permit before working after the end date of the previous permit. This supplementary application must be done before the permit end date.

2-0510. DENIAL OF PERMIT. The ~~Director~~ City Engineer may deny a permit for failure to meet the requirements and conditions of this chapter or of any rules or regulations established by the City Engineer as set forth herein, or if the ~~Director~~ City Engineer determines that denial is necessary to protect the health, safety, and welfare of the public, or when necessary to protect the right-of-way and its current use.

2-0511. INSPECTION.

1. When the work under any permit hereunder is completed, the permittee shall provide written notice of completion to the ~~Director~~ City Engineer.
2. Permittee shall make the work-site available to the ~~Director~~ City Engineer and to all others as authorized by law for inspections at all reasonable times during the execution of and completion of the work.
3. The ~~Director~~ City Engineer shall have the authority to do the following:
  - a. At the time of inspection, the ~~Director~~ City Engineer may order the immediate cessation of any work which poses a serious threat to the life, health, safety or well-being of the public.
  - b. The ~~Director~~ City Engineer may issue an order to the permittee for any work which does not conform to the terms of the permit or other applicable standards, conditions or codes. The order shall state that failure to correct the violation will be a cause for revocation of the permit. Within ten (10) calendar days after the issuance of the order, the permittee shall present proof to the ~~Director~~ City Engineer that the violation has been corrected. If such proof has not been presented within the required time, the ~~Director~~ City Engineer may revoke the permit ~~pursuant to Section 2-0516~~.

2-0512. REVOCATION OF PERMITS.

1. The City reserves its rights, as provided herein, to revoke any right-of-way permit, without a fee refund, if there is a substantial breach of the terms and conditions of any statute, ordinance, rule or regulation, or any material condition of the permit. A substantial breach by permittee shall include, but shall not be limited to, the following:
  - a. The violation of any material provision of the right-of-way permit;
  - b. An evasion or attempt to evade any material provision of the right-of-way permit or the perpetration or attempt to perpetrate any fraud or deceit upon the City or its citizens;
  - c. Any material misrepresentation of fact in the application for a right-of-way permit;

- d. The failure to complete the work in a timely manner, unless a permit extension is obtained or unless the failure to complete the work is due to reasons beyond the permittee's control; or
  - e. The failure to correct, in a timely manner, work that does not conform to a condition indicated on an order issued pursuant to Section ~~5-0515~~ 2-0511.
2. If the ~~Director~~ City Engineer determines that the permittee has committed a substantial breach of a term or condition of any statute, ordinance, rule, regulation or any condition of the permit, the ~~Director~~ City Engineer shall make a written demand upon the permittee to remedy such violation. The demand shall state that continued violations may be cause for revocation of the permit. A substantial breach, as stated above, will allow the ~~Director~~ City Engineer, at ~~his or her~~ its discretion, to place additional or revised conditions on the permit to mitigate and remedy the breach.
  3. Within twenty-four (24) hours of receiving notification of the breach, permittee shall provide the ~~Director~~ City Engineer with a plan, acceptable to the ~~Director~~ City Engineer, that will cure the breach. Permittee's failure to so contact the ~~Director~~ City Engineer, or the permittee's failure to submit an acceptable plan, or permittee's failure to reasonably implement the approved plan, shall be cause for immediate revocation of permit.
  4. If a permit is revoked, the permittee shall also reimburse the City for the City's reasonable costs, including restoration costs and the costs of collection and reasonable attorney's fees incurred in connection with such revocation.

2-0513. MAPPING DATA. Each owner of utilities in the ~~right-of-way~~ right-of-way in ~~West Fargo~~ the City must provide mapping information required by the ~~Director~~ City Engineer. Mapping data shall generally consist of drawing exhibits showing all existing aboveground and underground facilities and proposed location of new facilities. Drawings shall be submitted in AutoCAD ~~DWG or DXF~~ (.dwg) or Shapefile digital format and in hard copy. All drawings shall be registered to the City's coordinate system, or if the City does not have a separate coordinate system, the North Dakota State ~~Plan~~ Plane coordinate system, and certified by a registered land surveyor or professional engineer. In regard to existing facilities, the required mapping information must be provided within one (1) year of the written request for such information by the ~~Director~~ City Engineer. Failure to provide such information ~~in~~ within the time required, shall subject the violator to administrative fines in the amount of \$500.00 a day until the violator is in compliance. In addition, no permit will be granted to the violator, or to a contractor doing work for the violator, until the violator is in compliance with this section.

2-0514. LOCATION OF FACILITIES.

1. Unless otherwise permitted by an existing franchise agreement or North Dakota law, or unless existing aboveground facilities are repaired or replaced, new construction and the installation of new facilities and replacement of old facilities shall be done underground or contained within buildings or other structures in conformity with applicable code.

2. The ~~Director~~ City Engineer may assign specific corridors within the right-of-way or any particular segment thereof as may be necessary, for each type of facilities that is, or pursuant to current technology, the ~~Director~~ City Engineer expects will someday be located within the right-of-way. All permits issued by the ~~Director~~ City Engineer involving the installation or replacement of facilities shall designate the proper corridor for the facilities at issue. A five foot clear zone shall be maintained on each side of the City sanitary sewer, storm sewer and water main utilities. No utility, structure, or other installation shall be placed less than five (5) feet, measured horizontally, from the nearest edge of any existing water main, sanitary sewer, or storm sewer line without the prior written approval from the City Engineer.
  
3. Any registrant who has facilities in the right-of-way in a position at variance with the corridors established by the ~~Director~~ City Engineer shall, not later than at the time of the next reconstruction or excavation of the area where the facilities are located, move the facilities to the assigned position within the right-of-way, unless this requirement is waived in writing by the ~~Director~~ City Engineer for good cause shown, upon consideration of such factors as the remaining economic life of the facilities, public safety, customer service needs and hardship to the registrant.
  
4. To protect the health, safety and welfare or, when necessary, to protect the right-of-way and its current use, the ~~Director~~ City Engineer shall have the power to prohibit or limit the placement of new or additional facilities within a right-of-way. In making such decisions, the ~~Director~~ City Engineer shall strive to the extent possible to accommodate all existing and potential users of the right-of-way, but it shall be guided primarily by considerations of the public interest, the public's needs for the particular utility service, the condition of the right-of-way, the time of year with respect to essential utilities, the protection of existing facilities in the right-of-way, and future City plans for public improvements and development projects which have been determined to be in the public interest.

2-0515. RELOCATION OF FACILITIES. A registrant must promptly, and at its own expense, with due regard for seasonal working conditions, permanently remove and relocate its facilities in the right-of-way whenever requested by the ~~Director~~ City Engineer for good cause requests such removal and relocation, and shall restore the right-of-way to the same condition it was in prior to said removal or relocation. The ~~Director~~ City Engineer may make such requests to prevent interference by the company's equipment or facilities with: (a) a present or future City use of the right-of-way, (b) a public improvement undertaken by the City, (c) an economical development project in which the City has an interest or investment or when authorized by state law or an applicable franchise agreement, (d) when the public health, safety and welfare of the public require it, or (e) when necessary to prevent interference with the safety and convenience of ordinary travel over the right-of-way. Notwithstanding the foregoing, a person shall not be required to move or relocate its facilities from any right-of-way which has been vacated in favor of a non-governmental entity unless and until reasonable costs thereof are first paid by the non-governmental entity requesting the vacation.

2-0516. DAMAGE TO OTHER FACILITIES. When the ~~Directors~~ City Engineer does work in the right-of-way and finds it necessary to maintain, support, or move a registrant's facilities to protect it, the ~~Director~~ City Engineer shall notify the local representative as early as is reasonably possible. The costs associated therewith will be billed to the registrant and must be paid within thirty (30) calendar days from the date of the billing. Each registrant shall be responsible for the cost of repairing any facilities in the right-of-way which it or its facilities ~~damages~~ damage. Each registrant shall be responsible for the cost of repairing any damage to the facilities of any other registrant caused during the City's response to an emergency occasioned by that registrant's facilities.

2-0517. RIGHT-OF-WAY VACATION.

1. If the City vacates a right-of-way which contains the facilities of a registrant, and if the vacation does not require the relocation of registrant's or permittee's facilities, the City shall reserve, to and for itself and all registrants having facilities in the vacated right-of-way, the right to install, maintain and operate any facilities in the vacated right-of-way and to enter upon such right-of-way at any time for the purpose of reconstructing, inspecting, maintaining or repairing the same.
2. If the vacation requires the relocation of registrant's or permittee's facilities and (a) if the vacation proceedings are initiated by the registrant or permittee, the registrant or permittee must pay the relocation costs; or (b) if the vacation proceedings are initiated by the City, the registrant or permittee must pay the relocation costs unless otherwise agreed to by the City and the registrant or permittee; or (c) if the vacation proceedings are initiated by a person or persons other than the registrant or permittee, such other person or persons must pay the relocation costs.

2-0518. EXCAVATION MORATORIUM. No excavation requiring a permit will be allowed within thirty-six (36) months of the completion of construction of a roadway. Additionally, no excavation will be allowed on any roadway within twenty-four (24) months following any of the following activities: overlay, mill and overlay, chip seal, or slurry seal without written authorization from the ~~Public Works Director~~ City Engineer. Exceptions may be granted where necessary to protect public health, safety, essential utility service, or where required by state law or existing franchise rights.

2-0519. EMERGENCY EXCAVATION. Nothing in this ordinance shall be construed to prevent the making of such excavations as may be necessary ~~for the preservation of life or property or for the location of trouble in conduit or pipe, or for making repairs~~ in the event of an emergency, provided that the person making such excavation reports the intent to excavate to the City Engineer, either in person or by telephone, prior to the excavation and shall apply ~~applies~~ to the ~~Public Works Director~~ City Engineer for such ~~a~~ an excavation permit ~~on the first working day~~ within two (2) business days after such work is commenced.

2-0520. PRESERVATION OF MONUMENTS. Any monument set for the purpose of locating or preserving the lines of any street or property subdivision, or a survey reference point, or a permanent survey bench mark, shall not be removed or disturbed without first obtaining permission in writing from the ~~Public Works Director~~ City Engineer. Permission to remove or

disturb such monuments, reference points or bench marks shall only be granted upon condition that the person applying for such permission shall pay all expenses incident to the proper placement of this monument by the ~~Public Works Director~~ City Engineer or registered land surveyor. Any person or entity removing or disturbing such monuments without permission shall be responsible for any costs associated with replacing the monuments, as well as a \$500.00 administrative ~~penalty~~ fine.

2-0521. INSPECTIONS. The provisions of this chapter do not relieve or change any other inspection requirements contained in the City ordinances or in any rules and regulations as approved by the Board of City Commissioners.

2-0522. REGULATIONS. The ~~Public Works Director~~ City Engineer is hereby authorized and directed to promulgate rules and regulations setting forth the requirements for excavation and excavation protection, backfilling and restoration, and related matters, to prepare the necessary related forms, and to issue such permits in compliance with this chapter.

2-0523. SEVERABILITY. If any section, provision or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

2-0524. PENALTY.

1. Every person, firm or corporation violating this ordinance, or any rule or regulation promulgated thereunder, shall, upon conviction thereof, be punished by a fine not to exceed \$500, in the discretion of the court; the court to have power to suspend said sentence and to revoke the suspension thereof be guilty of an infraction and shall be subject to the penalties set forth in Ordinance 1-0211. Each day such violation continues shall be considered a separate offense.
2. The City shall further have the right and authority to impose administrative fines as set forth herein and to deny, suspend, or revoke the registration or permit of every person violating this chapter.

2-0525. APPEAL.

1. A right-of-way user that (a) has been denied registration; (b) has been denied a permit; (c) has had a permit revoked; or (d) ~~believes that the fees imposed are invalid~~ disputes the imposition or amount of fees charged under this ordinance, may have that denial, revocation, or fee imposition reviewed upon written request to the City Engineer, describing the specific nature and reasons for the dispute by the City Commission. The submission of such written statement does not relieve the applicant or permit holder from the obligation of paying any disputed fees unless the City Engineer, for good cause shown, suspends the payment obligation until the dispute is resolved. The City Commission shall act on a timely written request at its next regularly scheduled meeting. A decision by the City Commission affirming the denial, revocation, or fee imposition will be in writing and supported by written findings establishing the reasonableness of the decision. The City Engineer shall review and investigate the dispute as necessary in order to rule upon the dispute.

The City Engineer shall issue a ruling, in writing, to the permit applicant or holder within ten (10) business days of submission.

2. A permit applicant or holder may further appeal the City Engineer's decision to the Board of City Commissioners by filing a written request for review and a public hearing of the dispute within three (3) business days of receipt of the City Engineer's ruling; failure to file such a request for review with the Board of City Commissioners within this time frame shall constitute a complete waiver of the right to review by the Board of City Commissioners. Upon receipt of a request for review, the Board of City Commissioners shall schedule a hearing on the dispute as soon as reasonably practicable at which time the Board of City Commissioners shall review the permit applicant or holder's statement of dispute and the City Engineer's ruling and shall hear and consider such additional evidence or testimony as it deems necessary and proper under the circumstances to render a decision. The Board of City Commissioners shall render a final decision, in writing, within thirty (30) calendar days of the hearing unless an extension of time for the decision is warranted for good cause, which shall be stated upon the Board of City Commissioners' record. Any further review or appeal after the Board of City Commissioners' decision shall be as provided by law unless the permit applicant or holder seeking review and the Board of City Commissioners agree to an alternative dispute resolution process.
- ~~1. Upon confirmation by the City Commission of the denial, revocation, or fee imposition, the right-of-way user shall have the right to have the matter resolved by binding arbitration. Binding arbitration must be before an arbitrator agreed to by both the City Commission and the right-of-way user. If the parties cannot agree on an arbitrator, the matter must be resolved by a three-person arbitration panel made up of one arbitrator selected by the City, one arbitrator selected by the right-of-way users, and one selected by the other two arbitrators. The costs and fees of a single arbitrator shall be borne equally by the City and right-of-way user. In the event there is a third arbitrator, each party shall bear the expense of its own arbitrator and shall jointly and equally bear with the other part of the expense of the third arbitrator and the arbitration.~~

SECTION 2. 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:



# **RIGHT-OF-WAY MANAGEMENT POLICY**

Revised January 2026

2515 6th Street E  
West Fargo, ND 58078  
701-515-5100  
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[westfargond.gov](http://westfargond.gov)

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## **PURPOSE**

The City has adopted its Excavation Code in Chapter 2-05 of the City's Ordinances (the "Excavation Code"). Pursuant to Ordinance 2-0522, the City Engineer has the authority to promulgate rules and regulations related to excavation permits and issue such permits in compliance with the Excavation Code. Pursuant to such authority, the City Engineer hereby adopts this Right-of-Way Management Policy (this "Policy") as a supplement to the provisions of the Excavation Code as set forth herein.

This Policy supplements the requirements, procedures, standards, and methods by which utility companies, private contractors, and other entities may gain access to and work within the public right-of-way of the City. All definitions set forth in the Excavation Code apply to this Policy.

It is unlawful for any person to obstruct or perform any excavation within public right-of-way without first obtaining the necessary permit(s) from the City Engineer and the City's Department of Engineering (the "Engineering Department").

### **Available excavation permit types as further described herein:**

- Right-of-way Permit – Tier 1 or Tier 2
- Sidewalk/Driveway Permit

### **Examples of excavation that require permit approval are:\***

- Street Surfaces (regardless of road classifications)
- Sidewalk/Bike path surfaces
- Curb and Gutter
- Any boulevard green space
- Driveway changes/modifications
- Tie-on to any water, sanitary sewer, storm sewer utility
- Sump Pump installation within the boulevard
- Any activity that impedes or obstructs vehicular traffic or pedestrian movement
- Any activity taking place in the proximity of a stormwater retention pond.

\*This list is not meant to be comprehensive. The Engineering Department may determine that other activities meet the definition of excavation and therefore require a permit.

**Public right-of-way includes but is not limited to the following:**

- Alleys
- Public streets
- Bike paths
- Publicly dedicated easements
- Curbs and/or Gutters
- Sidewalks
- Driveways at the crossing plate

**POLICY OVERVIEW**

The City recognizes that work within the public right-of-way by utility companies, private contractors, and other entities may be necessary to provide City residents with essential services and state-of-the-art technologies. Accordingly, an efficient and responsive public right-of-way permitting process has been established to minimize delays in allowing entities to maintain or enhance services to their customers.

**POLICY OBJECTIVE**

The public right-of-way is the area dedicated for public use and subject to the control and jurisdiction of the City, as established by plat, deed, easement, or other legal instrument. It generally includes streets, alleys, sidewalks, and the boulevard or parkway area between the curb or edge of pavement and the adjacent property line. The location and width of the public right-of-way are fixed by the controlling legal documents and may not be visibly apparent in all locations. While adjacent property owners are typically responsible for routine maintenance of sidewalks and boulevard areas as provided by City ordinance, the City retains the right to construct, operate, maintain, repair, replace, and preserve public infrastructure and improvements within the public right-of-way.

The Engineering Department is responsible for permitting excavation within the City's public right-of-way, primarily regulating utility companies with significant infrastructure in the City's roadways. Through permitting and coordination, we ensure that all excavation activities are well organized and that impacts are mitigated to reduce public inconvenience, guarantee proper street repair, and ensure all regulations are enforced appropriately.

**REGISTRATION (REFERENCE 2-0502)**

Registrations must be completed by those who have entered into franchise agreements with the City ("franchisees") and by those who have not entered into franchise agreements with the City ("non-franchisees"). Right-of-Way User Registration Form applications can be found at <https://lf.westfargond.gov/Forms/Right-of-wayUser>.

For franchisees, annual registration is an administrative, ministerial requirement for recordkeeping and insurance verification only, and shall not be construed as a condition precedent to access to the public right-of-way, nor shall it confer, limit, or revoke any right granted by law or the applicable franchise agreement. Contractors hired by franchisees must separately register with the City.

### **PERMIT TO EXCAVATE (REFERENCE 2-0503)**

1. An application for an excavation permit shall be submitted through the Engineering Department's online permitting process. All permit applications are subject to a forty-eight (48) hour approval process (Saturday and Sunday excluded).
2. The permit shall be maintained on the site while the excavation is in progress.

### **EXCAVATION PERMIT TYPES AND FEES**

1. In addition to the descriptions set forth herein, available excavation permits can be found here: [Permits | West Fargo, ND](#).
2. All permit fees and restoration charges are intended to recover the City's reasonable administrative, inspection, and infrastructure management costs and are not intended to generate revenue.
3. Excavation permits include:
  - a) **Right-of-way Permit-Tier 1**  
(Requires a licensed contractor to perform work)

Description:

- Basic excavation with no hard surfaces disrupted (roads, sidewalks).
- Work in the right-of-way will require a prior site visit with the Engineering Department staff.
- Requires a detailed map of the project.
- Contact the Engineering Department once the job has started and when the job is finished, with restoration completed.
- Additional information or documentation could be required based on the magnitude of the proposed project.

Fee Schedule:

- Administration Fee: \$30.00
- Daily Fee: \$ 25.00
- Untimely restoration will result in additional administrative and inspection charges set forth at the City Engineer's discretion.
- Sewer or Water Tie-on additional fee: \$100.00

b) **Right-of-way Permit-Tier 2**

(Requires a licensed contractor to perform work)

Description:

- Any excavation disrupting roads/sidewalks or connection to a city utility.
- Any public utility connections requiring city inspection.
- Work in right-of-way will require prior site visit by Engineering Department Technician.
- Requires a detailed map, road/sidewalk closure map.
  - In the case of a road or sidewalk closure, the city requires a one-week notice before work starts.
- Contact the Engineering Department once the job has started and when the job is finished, with restoration completed.
- Large-projects may require construction agreements.
- Additional information or documentation could be required based on the magnitude of the proposed project.

Fee Schedule:

- Administration Fee:
  - Daily Fee: \$25.00
  - Any Street Disruption: \$50.00 per day

- Untimely restoration will result in up to \$1,000.00 per week fee at the discretion of the City Engineer.
- Any Sidewalk Disruption: \$20.00 per day
  - Untimely restoration will result in up to \$500.00 per week fee at the discretion of the City Engineer.

c) **Sidewalk/Driveway Permit**

(Requires a licensed contractor to perform work)

Description:

- Needed for any replacement or addition to **existing** sidewalk/driveway within the right of way.
- Removal, replacement, repairs, or modifications of existing sidewalks and/or driveways within the right-of-way.
- Requires Engineering Department inspection prior to concrete pour. Twenty-four (24) hour notice is required.

Fee schedule:

- \$50.00 permit and inspection fee.
- \$200.00 additional permit and inspection fee if the Engineering Department was not provided with a twenty-four (24) hour notification.

*\*\* If sidewalk or driveway work is associated with a new build or new residential construction, a building permit will be issued by Building Inspections, and a separate excavation permit is not needed. All inspections for that permitted work will be handled by Building Inspections, not by the Engineering Department.*

Link for City Sidewalk/Driveway specifications

<https://www.westfargond.gov/DocumentCenter/View/8635/SIDEWALK-AND-DRIVEWAYS>

## **CITY STANDARDS**

All city standards can be found on the City of West Fargo Engineering Website. All construction methods should follow the most current City of West Fargo and NDDOT standard specifications:

<https://www.westfargond.gov/DocumentCenter/View/5171/City-of-West-Fargo-Standard-Details>

<https://www.dot.nd.gov/dotnet/supplspecs/StandardSpecs.aspx>

## **EMERGENCY WORK (REFERENCE 2-0519)**

- Emergency Work by Owner. All persons with facilities in the public right-of-way must immediately notify the City Engineer of any event regarding its facilities that it reasonably considers an emergency. Notification to North Dakota One Call regarding an emergency situation does not fulfill this requirement. The owner of the facilities may proceed to take whatever actions are necessary to respond to the emergency but must apply for the necessary permits, pay the associated fees, and fulfill all requirements as set forth in this section within two (2) business days after the occurrence of the emergency.
- Emergency Work by City. If the City becomes aware of an emergency regarding facilities in the public right-of-way, the City will attempt to contact the local representative for the owner of each facility affected or potentially affected by the emergency. The City may take whatever action it deems reasonably necessary to respond to the emergency, the cost of which must be paid by the owner of the facility that caused the emergency.

## **PUBLIC RIGHT-OF-WAY SITE RESTORATION/WARRANTY (REFERENCE 2-0507)**

- Standards - All restoration must be in accordance with the written standards and materials specified by the City, which must comply with state standards. Subject to state law, the City may prescribe additional restoration procedures and standards on a case-by-case basis based on the following considerations:

- the number, size, depth and duration of the excavation, disruption or damage to the public right-of-way;
  - the traffic volume carried by the public right-of-way;
  - the character of the neighborhood surrounding the public right-of-way;
  - the pre-project condition of the public right-of-way;
  - the remaining life expectancy of the public right-of-way due to the project;
  - the costs of the restoration method in relation to the prevention of an accelerated depreciation of the public right-of-way that could result from the project work in the public right-of-way; and
  - the likelihood that the particular restoration method would be effective in slowing the depreciation of the public right-of-way that would otherwise occur
- Failure to Restore – Notifications sent by the City to permittees will include specific allegations of the failure or failures to initially restore the right-of-way. Upon notification by the City to the permittee of the failure or failures to restore the right-of-way in the manner and to the condition required by the City and direction to complete the restoration work, the permittee will have five (5) calendar days from receipt of said notice to cure said failure or failures, unless otherwise extended by the City Engineer.
  - Warranty - In addition to the 24-month warranty attributable to restoration work for public right-of-way, the permittee must also guarantee plantings and turf establishment for twelve (12) months. During the guarantee period, the permittee must, upon written notification from the City, correct all noncomplying restoration work using the method required by the City. Unless otherwise agreed to by the City Engineer, this work must commence within two (2) days after receiving the notice from the City and must be completed within fourteen (14) days of commencement of work, not including days during which work cannot be done because of circumstances beyond the permittee's control, including for force majeure events, or when work is prohibited as unseasonable or unreasonable.
  - City Restoration - Instead of having the permittee complete the warranty restoration work, the City may, at its option, choose to perform the

restoration itself. If the City performs the restoration, the City will seek reimbursement from the permittee as set forth in the Excavation Code.

### **REQUIRED NOTIFICATIONS BEFORE EXCAVATION (REFERENCE 2-0506)**

1. The excavator is responsible for notifying adjacent businesses and residents before work commences.
2. The excavator is responsible for the location of all areas of potential utilities and of hazardous conditions. The excavator shall provide advance notice to operators of underground facilities before excavating, auguring, boring, blasting, or other activities that may endanger underground facilities by using the ND One-Call System. **The ND One-Call number is 1-800-795-0555.** The excavator must report any damage, potential damage, or believed damage to any utility to the utility owner and the Engineering Department immediately.
3. The excavator must notify the **Forestry Department at 701-433-5400** before beginning any excavation that is within the drip line or ten (10) feet or closer to any tree, shrub, or woody plant within the right-of-way.
4. The excavator must notify the Engineering Department twenty-four (24) hours before actual excavation begins. The excavator must arrange a pre-construction walkout with the Engineering Department before excavation begins. All pre-construction walkouts will be performed between the hours of 8:00 a.m. and 3:00 p.m. Monday-Friday with the exclusion of holidays.
5. The excavator must notify Director of Public Works Operations twenty-four (24) hours before any utility tie-in work. The excavator must complete the project in a continuous and orderly manner. The excavator shall not operate City water valves or hydrants without permission from the Director of Public Works Operations.

*\*\* Due to staffing limitations, the Engineering Department and the City Public Works Department cannot guarantee that walkouts and inspections will be made on the same day notification is made. The excavator must be present for all walkouts and inspections.*

## **DENIAL OF PERMIT (REFERENCE 2-0510)**

1. For non-franchisees, the Engineering Department may deny a permit as set forth in the Excavation Code.
2. Nothing in this section shall be construed to authorize the denial of a franchisee's lawful right of access to the public right-of-way, except as permitted by applicable laws or the applicable franchise agreement.

## **REVOCAION OF PERMIT (REFERENCE 2-0512)**

1. For non-franchisees, the Engineering Department may revoke a permit as set forth in the Excavation Code.
2. Nothing in this section shall be construed to authorize the revocation of a franchisee's lawful right of access to the public right-of-way, except as permitted by applicable laws or the applicable franchise agreement.

## **TRAFFIC CONTROL**

Excavators are required to submit traffic control plans to the Engineering Department before a permit is issued for sidewalk or roadway closure. Submitted traffic control plans must follow current engineering methods and the latest Manual of Uniform Traffic Control Devices (MUTCD) guidelines. No permits to fully or partially close a road or sidewalk will be approved without the approval of the traffic control plan which:

- Indicates the exact location of the work.
- Indicates hours of operation and anticipated duration of the project.
- Complies with the MUTCD and North Dakota Department of Transportation (NDDOT) standards.

All traffic control devices (e.g., barricades, warning signs, etc.) must be promptly removed when the work is completed. If work is temporarily suspended, any signs that are not required for safe operation should be bagged, turned away, or otherwise relocated so they are not visible to motorists or a hazard to pedestrians.

Links:

- MUTCD: [https://mutcd.fhwa.dot.gov/kno\\_11th\\_Edition.htm](https://mutcd.fhwa.dot.gov/kno_11th_Edition.htm)
- NDDOT: <https://www.dot.nd.gov/construction-and-planning/construction-planning/research/cadd-standards/standard-drawings>

## **ADDITIONAL REGULATIONS (REFERENCE 2-0522)**

1. In addition to the other provisions set forth in this Policy, the City Engineer hereby adopts the following additional rules and regulations regarding excavation:
  - All work materials shall be by City of West Fargo standards, specifications and details for construction involving streets, sidewalks, driveways, and utilities.
  - All concrete construction performed between approximately October 1st and March 31st shall be protected from freezing in accordance with City specifications.
  - Backhoe outriggers and cleat or track equipment shall not be placed on or moved over paved surfaces without protective street pads or other approved methods as determined by the City Engineer, including but not limited to timber mats, steel plates, or equivalent protective systems.
  - Underground utilities which cross City streets shall be installed by boring and at a 90-degree angle unless otherwise approved by the City Engineer.
  - Materials and equipment shall not be placed or stored on streets, driveways, sidewalks, or other public ways without approval of the City Engineer. Any approved materials or equipment stored in the right-of-way shall be barricaded.
  - Permittee shall be responsible for providing all safety measures necessary for protection of workers and the public. All construction activities shall follow all OSHA standards.

## **WATER SERVICE AND SEWER LATERALS**

Water services and sewer laterals shall be installed by a licensed contractor. A plan review and inspection are required, along with the applicable excavation permit, by the Engineering Department and a separate fee is charged for these services.

## **SEASON SHUTDOWN**

Each year, once the ground has frozen, the City implements a "Season Shutdown" for all non-emergent right-of-way activities for established residential and commercial areas within City-owned right-of-way. The City will no longer accept or approve any right-of-way permits for right-of-way work unless otherwise deemed a necessary emergency and approved by the Engineering Department. The City will continue to allow the installation of service drops to buildings within their property, as well as utilities in any new undeveloped areas. All work within the right-of-way shall cease when the frost depth compromises the integrity of City infrastructure.

Before the seasonal shutdown, there may be several locations where work has been performed without completed site restorations. These permits are considered open and active and are receiving a daily fee. All permits awaiting restoration will stop receiving a daily fee once the shutdown goes into effect. In the coming spring, when this shutdown is lifted, these permits will, at that time, start to receive a daily fee again until restoration has been completed at those sites. No permit(s) will be accepted or approved in the spring for any utility provider or contractor that has sites still needing restoration.

The seasonal shutdown will be lifted when the City Engineer decides the frost depths will not compromise the integrity of the City infrastructure.

## **NON-COMPLIANCE**

Excavation within the City right-of-way without obtaining a proper permit or without following the terms of a permit is unlawful and impedes the City's ability to manage and protect the public right-of-way and its infrastructure, thereby compromising public safety.

- Excavators not following City policies, procedures, or obtaining permits will be subject to administrative penalty and will no longer be in “good standing” with the City. Once an entity is no longer in “good standing,” the City can suspend work and will not process future permits or licenses for that entity as set forth in Ordinance 1-0107.
- Excavators may also be subject to other administrative and criminal penalties as set forth in the Excavation Code.
- Permit restrictions for excavation work performed without a permit, failure to schedule an inspection, or other violation of City specification, standards, or code:
  - 1<sup>st</sup> Offense: Written warning
  - 2<sup>nd</sup> Offense: Suspension for thirty (30) calendar days (within one (1) calendar year of first (1<sup>st</sup>) offense)
  - 3<sup>rd</sup> Offense: Suspension for six (6) months (within one (1) calendar year of second (2<sup>nd</sup>) offense)

**Engineering Department Contacts:**

- Kayla Volness, Project Administrator
  - Contact: (701) 515-5102
  
- Benji Schwartz, Right-of-way Manager
  - Responsibilities: Permit administration, regulation, and inspection of Right-of-way Permits
  - Contact: (701) 261-1770

Commissioner \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION ADOPTING THE CITY OF WEST FARGO  
RIGHT-OF-WAY MANAGEMENT POLICY**

WHEREAS, Section 2-0522 of the Revised Ordinances of 1990 of the City of West Fargo authorizes and directs the City Engineer of the City of West Fargo (the “City”) to promulgate rules and regulations regarding the requirements for excavation within the City right-of-way and to issue permits therefor; and

WHEREAS, in accordance with Section 2-0522, the City Engineer has drafted a Right-of-Way Management Policy setting forth rules and regulations for excavation and excavation permits within the City right-of-way; and

WHEREAS, the City now desires to adopt the Right-of-Way Management Policy as presented by the City Engineer.

NOW, THEREFORE, be it resolved by the governing body of the City of West Fargo as follows:

1. The Right-of-Way Management Policy, dated January 2026, drafted by the City Engineer is hereby adopted in accordance with Section 2-0522 of the Revised Ordinances of 1990 of the City of West Fargo.
2. The City Engineer is hereby authorized to amend, modify, and revise the Right-of-Way Management Policy hereafter as determined appropriate within the City Engineer’s discretion.
3. This resolution shall take effect immediately upon its adoption.

Dated: \_\_\_\_\_, 2026.

APPROVED:

\_\_\_\_\_  
Bernie Dardis, President of the Board of  
City Commissioners

ATTEST:

\_\_\_\_\_  
Dustin T. Scott, City Auditor

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

DRAFT

# Public Works Building Expansion

Matt Andvik, Senior Director of Public Works

Brian Matzke, Director of Public Works Operations

Logan Jacobson, Director of Public Works Services

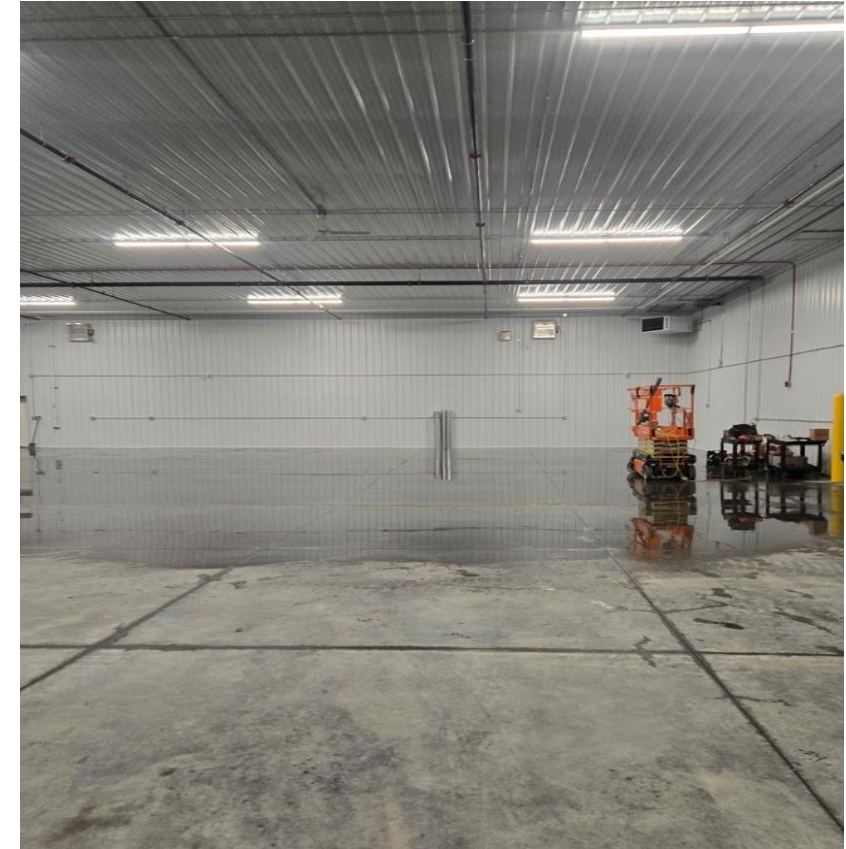
# Phase 1

- Camelot Building
- 100% Complete
- Moved in Dec. 19th



# Phase 1 150 Addition Schedule

- 99% Complete
- Project on schedule
- Move in date – Feb. 16th



# Phase 2 Sanitation Office & Garage

- Office Addition
  - Enclosed with interior framing scheduled in next few weeks.
- Garage Addition
  - The foundation is poured and is being backfilled.
  - The steel structure will start going up when the Public Works shop is erected.
- Existing Garage Remodel
  - Scheduled start mid to late March.



# Public Works Interior Remodel & Shop Expansion

## Interior Remodel Phased Approach

- Phase 1: Operator Area
  - Demolition completed, entering framing stage.
  - On schedule for June move in.
- Phase 2: Conference Room and Front Entry.
  - Begins after completion of Phase 1.
- Phase 3: Administration Offices
  - Remodel of office areas, begins after completion of Phase 2.



# Phase 2 Public Works Shop Addition

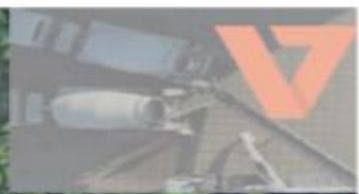
Project is on schedule, several cold weather delays.

- Winter
  - Backfill completed.
  - Continue to erect the metal building.
- Spring
  - Pour concrete floor.
- Early Summer
  - Install interior liner panels.
- Fall
  - Estimated substantial completion September.



# Sanitation October 13<sup>th</sup>, 2025





810 12th Ave NW  
Recently viewed

West Fargo Public Works  
Recently viewed



# Public Works February 11th 2026

**Item Title:** 2024 ICC Code adoption with amendments

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**Presented By:** Mark Housh and Dell Sprecher

**Requested Action/Staff Recommendation:** Approve the first reading of Ordinance No. 1265, 1269, 1270, 1271, 1272, 1273, 1274, and 1275 adopting the 2024 ICC Codes as listed with amendments

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**Background & Project Summary:**

The International Code Council (ICC) updates its Building, Mechanical, Fire, and related codes on a three-year cycle. The proposed ordinance adopts the most recent editions of these ICC codes, along with locally adopted amendments. The local amendments are intended to align the codes with current construction practices and conditions in our area, including the incorporation of new construction methods, updates to existing practices, and the allowance of new materials. The proposed amendments are consistent with those adopted as part of the State Building Code and with the codes enforced by neighboring jurisdictions.

**Attached Supporting Documents:**

- Ordinance No. 1265, 1269, 1270, 1271, 1272, 1273, 1274, and 1275
- Summary of local amendments

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**West Fargo City Commission**

Bernie Dardis, Commission President  
Brad Olson, Commission Vice President  
Roben Anderson, Rory Jorgensen, Amy Zundel, Commissioners  
Dustin Scott, City Administrator

ORDINANCE NO. 1265

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0101, AND TO REPEAL AND REENACT SECTION 5-0102 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL BUILDING CODE.

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

SECTION 1. Section 5-0101 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0101. ADOPTION OF INTERNATIONAL BUILDING CODE. The erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area, and maintenance of buildings or structures in the City of West Fargo, North Dakota, shall meet with the provisions of the rules and regulations of the ~~2021~~ 2024 edition of the International Building Code, of the International Code Council as the same are now established in said code, a copy of which is on file in the office of the building inspector for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions in the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Building Code; and the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, as so modified, for use and application in the City of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2018~~ 2021 edition of the International Building Code may be adopted by the City by resolution.

SECTION 2. Section 5-0102 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0102. MODIFICATION OF INTERNATIONAL BUILDING CODE. The International Building Code as adopted in Section 5-0101 is hereby changed and amended as follows:

**SECTION 101.1** is hereby amended to read as follows:

**[A] 101.1 Title.** These regulations shall be known as the *Building Code* of City of West Fargo, hereinafter referred to as “this code.”

Fills in the blank with “The City of West Fargo”.

**SECTION 101.4.3** is hereby amended to read as follows:

**[A] 101.4.3 Plumbing.** The provisions of the North Dakota State Plumbing Code shall apply to the installation, *alteration*, *repair* and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system. The provisions of the North Dakota State Plumbing Code shall apply to private sewage disposal systems.

Changes the reference to the International Plumbing Code to the State Plumbing Code.

**SECTION 103.1** is hereby amended to read as follows:

**[A] 103.1 Creation of enforcement agency.** The Inspections Department is hereby created and the official in charge thereof shall be known as the building official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

Fills in the blank with “Inspections Department”.

**SECTION 104.8** is hereby amended to read as follows:

**[A] 104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION 104.8.1** is hereby amended to read as follows:

**[A]104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City’s insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

Clarifies the Liability and Legal Defense Section.

**SECTION 105.2** is hereby amended to read as follows:

**[A] 105.2 Work exempt from permit.** Exemptions ...

**Building:**

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area is not greater than 120 square feet (11 m<sup>2</sup>).
2. Fences not over 8.5 feet (2591 mm) high.
3. Oil derricks. ...
6. Sidewalks and driveways. ...

11. Swings and other playground equipment.
12. Window awnings.
13. Non-fixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches (1753 mm) in height.
14. Reroofing.

Lists items that don't need a building permit, sidewalks and driveway are permitted separately add reroofing is added.

SECTION 107.2.6.1 is hereby deleted in its entirety.

Remove reference to flood design elevations, this is address elsewhere in the ordinance.

SECTION 107.3.1 is hereby amended to read as follows:

**[A] 107.3.1 Approval of construction documents.** When the *building official* issues a *permit*, the *construction documents* shall be *approved*, in writing or by stamp, as “Reviewed for Code Compliance.” One set of *construction documents* so reviewed shall be retained by the *building official*

Removes the requirement for giving the permit holder an approved set of construction plans.

SECTION 109.2 is hereby amended to read as follows:

**[A] 109.2 Schedule of permit fees.** Where a permit is required, a fee for each *permit and plan* review shall be paid as required, in accordance with the schedule as established by the Board of City Commissioners. The plan review fees specified in this subsection are separate from, and in addition to, permit fees. When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items as defined in Section 107.3.4.1, an additional plan review fee shall be charged in an amount not to exceed 50% of the building permit fee established in Section 109.2.

Adds requirements for fees if additional plan reviews are required.

SECTION 113 is hereby deleted in its entirety.

Removes the means of appeals section as it is addressed elsewhere in this ordinance.

SECTION 201.3 is hereby amended to read as follows:

**201.3 Terms defined in other codes.** Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Whenever electrical or plumbing codes are referenced by the International Code Council (ICC) in the International Building Code, International Residential Code, International Mechanical Code, International Fuel Gas Code, International Energy Conservation Code, International Existing Building Code, it shall mean the most recent

versions of the National Electrical Code and the North Dakota State Wiring Standards adopted by the North Dakota State Electrical Board and the most recent versions of the Uniform Plumbing Code and the Laws, Rules and Plumbing Installation Standards of North Dakota adopted by the North Dakota State Plumbing Board.

Changes the reference to the International Electrical Code and the International Plumbing Code to the ND State Electrical Code and the ND State Plumbing Code.

**SECTION 305.2** is hereby amended to read as follows:

**305.2 Group E, day care facilities.** This group includes buildings and structures or portions thereof occupied by more than twelve children older than 2 1/2 years of age who receive educational, supervision or *personal care services* for fewer than 24 hours per day.

**SECTION 305.2.2** is hereby amended to read as follows:

**305.2.2 Twelve or fewer children.** A facility having five or fewer children receiving such day care shall be classified as part of the primary occupancy.

**SECTION 305.2.3** is hereby amended to read as follows:

**305.2.3 Twelve or fewer children in a dwelling unit.** A facility such as the above within a *dwelling unit* and having twelve or fewer children receiving such day care shall be classified as a Group R-3 occupancy or shall comply with the *International Residential Code*.

**SECTION 308.5** is hereby amended to read as follows:

**308.5 Institutional Group I-4, day care facilities.** Institutional Group I-4 occupancy shall include buildings and structures occupied by more than twelve persons of any age who receive *custodial care* for fewer than 24 hours per day by persons other than parents or guardians, relatives by blood, marriage or adoption, and in a place other than the home of the person cared for. This group shall include, but not be limited to, the following:

- Adult day care
- Child day care

**SECTION 308.5.1** is hereby amended to read as follows:

**308.5.1 Classification as Group E.** A child day care facility that provides care for more than twelve but not more than 100 children 2 1/2 years or less of age, where the rooms in which the children are cared for are located on a *level of exit discharge* serving such rooms and each of these child care rooms has an *exit* door directly to the exterior, shall be classified as Group E.

**SECTION 308.5.3** is hereby amended to read as follows:

**308.5.3 Twelve or fewer persons receiving care.** A facility having twelve or fewer persons receiving *custodial care* shall be classified as part of the primary occupancy.

**SECTION 308.5.4** is hereby amended to read as follows:

**308.5.4 Twelve or fewer persons receiving care in a dwelling unit.** A facility such as the above within a *dwelling unit* and having twelve or fewer persons receiving *custodial care* shall be classified as a Group R-3 occupancy or shall comply with the *International Residential Code*.

Section 305.2 thru Section 308.5.4 adjust the number of persons cared for to be more aligned with the ND State License requirements.

**SECTION 406.3.2.1** is hereby amended to read as follows:

**406.3.2.1 Dwelling unit separation.** The private garage shall be separated from the *dwelling unit* and its *attic* area by means of gypsum board, not less than 1/2 inch (12.7 mm) in thickness, applied to the garage side. Garages beneath habitable rooms shall be separated from all habitable rooms above by not less than a 5/8-inch (15.9 mm) Type X gypsum board or equivalent and 1/2-inch (12.7 mm) gypsum board applied to structures supporting the separation from habitable rooms above the garage. Door openings between a private garage and the *dwelling unit* shall be equipped with either solid wood doors or solid or honeycomb core steel doors not less than 13/8 inches (34.9 mm) in thickness, or doors in compliance with Section 716.2.2.1 with a fire protection rating of not less than 20 minutes.

Removes the requirement for self-closing and self-latching doors.

**SECTION 706.6** is hereby amended to read as follows:

**706.6 Vertical continuity.** *Fire walls* shall extend from the foundation to a termination point not less than 30 inches (762 mm) above both adjacent roofs.

**Exceptions:**

1. Stepped buildings in accordance with Section 706.6.1.
2. Two-hour ...
6. Buildings with sloped roofs in accordance with Section 706.6.2.
7. Fire walls installed within detached structures of Group U or Group S-2 occupancies may terminate at the underside of the roof sheathing provided such walls are not required to be fire-resistive construction due to proximity to the property lines.

Adds exception 7 allowing for alternate fire wall requirements for accessory buildings and low-hazard storage buildings.

**SECTION 903.3.1** is hereby amended to read as follows:

[F]903.3.1 Standards. Automatic sprinkler systems shall be designed with a 5 psi safety margin and installed in accordance with Section 903.3.1.1 unless otherwise permitted by Sections 903.3.1.2 and 903.3.1.3 and other chapters of this code, as applicable.

Adds a safety margin requirement for fire sprinkler systems.

SECTION 903.3.1.1 is hereby amended to read as follows:

[F] **903.3.1.1 NFPA 13 sprinkler systems.** Where the provisions of this code require that a building or portion thereof be equipped throughout with an *automatic sprinkler system* in accordance with this section, sprinklers shall be installed throughout in accordance with NFPA 13 except as provided in Sections 903.3.1.1.1 and 903.3.1.1.2. Sprinkler heads in unoccupied mall tenant spaces may be installed at ceiling height if allowed by the code official. Permission will be granted on an individual basis. Combustible storage shall not be allowed in these unoccupied tenant spaces if sprinkler heads are installed at the ceiling height. Signage shall be provided where required.

Allows for alternate fire sprinkler heads in unoccupied tenant spaces.

SECTION 903.3.1.1.1 is hereby amended to read as follows:

**903.3.1.1.1 Exempt locations.**

\* \* \* \*

6. Elevator machine room and machinery spaces. Where sprinklers are not installed in elevator machine rooms, shunt trip required in accordance with IBC 3005.5 shall not be installed.

Adds exception 6.

SECTION 905.1 is hereby amended to read as follows:

[F] **905.1 General.** Standpipe systems shall be provided in new buildings and structures in accordance with Sections 905.2 through 905.10. In buildings used for high-piled combustible storage, fire protection shall be in accordance with the *International Fire Code*.

**Exception:** The installation of fire hose on standpipes may be omitted when approved by the fire code official. Approved standpipe hose valves and connection shall be provide where required.

Adds exception.

SECTION 907.2.11.1 is hereby amended to read as follows:

[F] **907.2.11.2 Group R-1.** Single- or multiple-station smoke alarms shall be installed in all of the following locations in Group R-1:

1. In sleeping areas.
2. In every room in the path of the *means of egress* from the sleeping area to the door leading from the *sleeping unit*.

3. In each *story* within the *sleeping unit*, including basements. For *sleeping units* with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full *story* below the upper level.

4. In dwelling units where the ceiling height of a room open to the hallway serving the sleeping rooms exceeds that of the hallway by 24 inches (610 mm) or more, smoke detectors shall be installed in the hallway and in the adjacent room.

Adds exception 4 for alarms in vaulted ceilings.

SECTION 907.2.11.2 is hereby amended to read as follows:

[F] 907.2.10.2 Groups R-2, R-3, R-4 and I-1. Single or multiple-station smoke alarms shall be installed and maintained in Groups R-2, R-3, R-4 and I-1 regardless of *occupant load* at all of the following locations:

1. On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms.

2. In each room used for sleeping purposes.

3. In each *story* within a *dwelling unit*, including basements but not including crawl spaces and uninhabitable *attics*. In *dwellings* or *dwelling units* with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full *story* below the upper level.

4. In dwelling units where the ceiling height of a room open to the hallway serving the sleeping rooms exceeds that of the hallway by 24 inches (610 mm) or more, smoke detectors shall be installed in the hallway and in the adjacent room.

Adds exception 4 for alarms in vaulted ceilings.

SECTION 1003.3.1 is hereby amended to read as follows:

**1003.3.1 Headroom.** Protruding objects are permitted to extend below the minimum ceiling height required by Section 1003.2 where a minimum headroom of 80 inches (2032 mm) is provided over any circulation paths, including walks, *corridors*, *aisles* and passageways. Not more than 50 percent of the ceiling area of a *means of egress* shall be reduced in height by protruding objects.

**Exception:** Door closers, overhead doorstops, frame stops, power door operators and electromagnetic door locks shall be permitted to project into the door opening height not lower than 78 inches (1980 mm) above the floor.

An approved barrier shall be provided where the vertical clearance above a *circulation path* is less than 80 inches (2032 mm) high above the finished floor. A portion of such a barrier shall be located 27 inches (686 mm) maximum above the finished floor.

Adds clarification to the last paragraph.

**SECTION 1009.8.1** is hereby amended to read as follows:

**1009.8.1 System requirements.** Two-way communication systems shall provide communication between each required location and the fire command center or a central control point location approved by the fire department. Where the central control point is not a constantly attended location, the two-way communication system shall have timed, automatic telephone dial-out capability that provides two-way communication with an approved supervising station. The two-way communication system shall include both audible and visible signals.

**SECTION 1011.1** is hereby amended to read as follows:

**1011.1 General.** *Stairways* serving occupied portions of a building shall comply with the requirements of Sections 1011.2 through 1011.13. *Alternating tread devices* shall comply with Section 1011.14. Ships ladders shall comply with Section 1011.15. Ladders shall comply with Section 1011.16.

**Exceptions:**

1. Within rooms or spaces used for assembly purposes, stepped aisles shall comply with Section 1030.
2. In B, F, M, S or U occupancies, a stairway that is private and not open to the public that serves an area of 750 square feet or less, shall have a maximum riser height of 8 inches, a minimum thread depth of 9 inches, a minimum width of 36 inches, and shall have at least one handrail that terminates at the top and bottom riser. All other requirements of section 1014 shall apply.

**SECTION 1011.5.2** is hereby amended to read as follows:

**1011.5.2 Riser height and tread depth.** *Stair* riser ...

... treads at the intersections with the walk line and a minimum tread depth of 10 inches (254 mm) within the clear width of the *stair*.

**Exceptions:**

1. *Spiral stairways* ...
3. In Group R-3 occupancies; within dwelling units in Group R-2 occupancies not required by Chapter 11 to be Accessible or Type A dwelling or sleeping units; and in Group U occupancies that are accessory to a Group R-3 occupancy or accessory to individual dwelling units in Group R-2 occupancies; the maximum riser height shall be 8 inches (203.2 mm); the minimum tread depth shall be 9 inches (228.6 mm); the minimum winder tread depth at the walkline shall be 10 inches (254 mm); and the minimum winder tread depth shall be 6 inches (152mm). A nosing projection not less than  $\frac{3}{4}$  inch (19.1 mm) but not more than 1  $\frac{1}{4}$  inches (32 mm) shall be provided on stairways with solid risers where the tread depth is less than 11 inches (279 mm). ...

5. In Group I-3 facilities, *stairways* providing access to guard towers, observation stations and control rooms, not more than 250 square feet (23 m<sup>2</sup>) in area, shall be permitted to have a maximum riser height of 8 inches (203 mm) and a minimum tread depth of 9 inches (229 mm).

6. Stairways used only to attend equipment or private stairways serving an occupant load of 10 or fewer persons and which are not accessible to the public are permitted to have a maximum 8 inch riser height and minimum 9 inch tread depth.

**SECTION 1011.11** is hereby amended to read as follows:

**1011.11 Handrails.** *Stairways* shall have *handrails* on each side and shall comply with Section 1014. Where glass is used to provide the *handrail*, the *handrail* shall comply with Section 2407.

**Exceptions:**

1. *Stairways* within ...

6. Stairways used only to attend equipment or private stairways serving an occupant load of 10 or fewer persons and which are not accessible to the public. Handrail is required on one side.

7. Vehicle service pit stairways are exempt from the rules for stairway railings and guards if they would prevent a vehicle from moving into a position over the pit.

**SECTION 1015.2** is hereby amended to read as follows:

**1015.2 Where required.** *Guards* shall be located along open-sided walking surfaces, including *mezzanines*, *equipment platforms*, *aisles*, *stairs*, *ramps* and landings that are located more than 30 inches (762 mm) above the floor or grade below or if within 36 inches (914 mm) horizontally to the edge of the open side the vertical measurement to the floor or grade below is greater than 48 inches. *Guards* shall be adequate in strength and attachment in accordance with Section 1607.9.

**SECTION 1104.4** is hereby amended to read as follows:

**1104.4 Multistory buildings and facilities.** At least one *accessible route* shall connect each *accessible story* and *mezzanine* in multilevel buildings and *facilities*.

**Exceptions:**

1. An *accessible route* is not required to *stories*, *basements*, *mezzanines* and occupied roofs that have an area of not more than 3,000 square feet (278.7 m<sup>2</sup>), or are in a building 2 stories or less above the grade plane and are located above or below accessible levels. This exception shall not apply to:

1.1. Multiple tenant facilities of Group M occupancies ...

**SECTION 1202.1** is hereby amended to read as follows:

**1202.1 General.** Buildings shall be provided with natural ventilation in accordance with Section 1202.5, or mechanical ventilation in accordance with the *International Mechanical Code*.

**SECTION 1206** is hereby deleted in its entirety.

**SECTION 1403.6** is hereby deleted in its entirety.

**SECTION 1403.7** is hereby deleted in its entirety.

**SECTION 1601.1** is hereby amended to read as follows:

**1601.1 Scope.** The provisions of this chapter shall govern the structural design of buildings, structures and portions thereof.

It shall not be the responsibility of the building official to determine engineering requirements of this code. Exclusive of the conventional light-framing wood construction provisions referenced in Section 2308, the method to resist loads as referenced in this chapter is the responsibility of a structural engineer or other qualified design professional.

**SECTION 1610.1** is hereby amended to read as follows:

**1610.1 General.** Foundation walls and retaining walls...

**Exception:** Foundation walls extending not more than 9 feet (3251 mm) below grade and laterally supported at the top by flexible diaphragms shall be permitted to be designed for active pressure.

**SECTION 1804.4** is hereby amended to read as follows:

**1804.4 Site grading.** Surface drainage shall be diverted to a storm sewer conveyance or other approved point of collection. Lots shall be graded to drain surface water away from foundation walls.

The procedure used to establish the final ground level adjacent to the foundation shall account for additional settlement of the backfill.

**SECTION 1809.5** is hereby amended to read as follows:

**1809.5 Frost protection.** Except where otherwise protected from frost, foundations and other permanent supports of buildings and structures shall be protected from frost by one or more of the following methods:

1. Extending below the frost line of the locality.
2. Constructing in accordance with ASCE 32.
3. Erecting on solid rock.

**Exception:** Free-standing unheated buildings used as Group U or S occupancies for the storage of private or pleasure-type motor vehicles

constructed in accordance with Sections 406.1 and 406.3 meeting all of the following conditions shall not be required to be protected:

1. Assigned to *Risk Category I*.
2. Eave height of 20 feet or less.
3. Building is not normally occupied.

Shallow foundations shall not bear on frozen soil unless such frozen condition is of a permanent character.

**SECTION 2901.1** is hereby amended to read as follows:

**[P] 2901.1 Scope.** The provisions of this chapter and the North Dakota State Plumbing Code shall govern the design, construction, erection and installation of plumbing components, appliances, equipment and systems used in buildings and structures covered by this code. Toilet and bathing rooms shall be constructed in accordance with Section 1210. Private sewage disposal systems shall conform to the North Dakota State Plumbing Code. The International Fire Code, the International Property Maintenance Code and the North Dakota State Plumbing Code shall govern the use and maintenance of plumbing components, appliances, equipment and systems. The International Existing Building Code and the North Dakota State Plumbing Code shall govern the alteration, repair, relocation, replacement and addition of plumbing components, appliances, equipment and systems.

**SECTION 2902.3** is hereby amended to add the following exception:

**Section 2902.3 Employee and public toilet facilities. \* \* \* \***

**Exception:** Public toilet facilities shall not be required for:

\* \* \* \*

3. Unheated self-storage facilities that are not staffed.

**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:

ORDINANCE NO. 1269

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0901, AND TO REPEAL AND REENACT SECTION 5-0902 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL ENERGY CONSERVATION CODE.

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

SECTION 1. Section 5-0901 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0901. ADOPTION OF INTERNATIONAL ENERGY CONSERVATION CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Energy Conservation Code, recommended and compiled by the International Code Council, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Energy Conservation Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2021~~ 2024 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0902 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0902. AMENDMENT TO INTERNATIONAL ENERGY CONSERVATION CODE. The International Energy Conservation Code, as adopted in Section 5-0901, is hereby changed and amended as follows:

**IECC – COMMERCIAL PROVISIONS**

**SECTION C101.1** is hereby amended to read as follows:

**C101.1 Title.** This code shall be known as the *International Energy Conservation Code* of City of West Fargo, and shall be cited as such. It is referred to herein as “this code.”

Fills in the blank with “The City of West Fargo”.

**SECTION C103.1** is hereby amended to read as follows:

**C103.1 Creation of agency.** The City of West Fargo Inspections Department is hereby created, and the official in charge thereof shall be known as the code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

Fills in the blank with “Inspections Department”.

**SECTION C105.6.2** is hereby amended to delete number 3 regarding compliance documentation.

**SECTION C109** is hereby deleted in its entirety.

Removes the means of appeals section as it is addressed elsewhere in this ordinance.

**SECTION C201.3** is hereby amended to read as follows:

**Section C201.3 Terms defined in other codes.** Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Whenever electrical or plumbing codes are referenced by the International Code Council (ICC) in the International Building Code, International Residential Code, International Mechanical Code, International Fuel Gas Code, International Energy Conservation Code, International Existing Building Code, it shall mean the most recent versions of the National Electrical Code and the North Dakota State Wiring Standards adopted by the North Dakota State Electrical Board and the most recent versions of the Uniform Plumbing Code and the Laws, Rules and Plumbing Installation Standards of North Dakota adopted by the North Dakota State Plumbing Board.

Changes the reference to the International Electrical Code and the International Plumbing Code to the ND State Electrical Code and the ND State Plumbing Code. Also references the West Fargo Flood Damage Prevention Ordinance.

**SECTION C405.12** is hereby deleted in its entirety.

This section removes the requirement for Automatic receptacle controls

**SECTION C405.13** is hereby deleted in its entirety.

This section removes the requirement for Energy monitoring.

**SECTION C405.15** is hereby deleted in its entirety.

This section removes the requirement for renewable energy systems

**SECTION C406.1.2** is hereby deleted in its entirety.

This section removes the requirement for renewable and load management credits

**SECTION C406.3** is hereby deleted in its entirety.

This section removes the requirement for how renewable and load management credits are achieved

**SECTION C502.3.8** is hereby deleted in its entirety.

This section removes the requirement for renewable energy systems for existing buildings

### **IECC – RESIDENTIAL PROVISIONS**

**SECTION R101.1** is hereby amended to read as follows:

**R101.1 Title.** This code shall be known as the *International Energy Conservation Code* of City of West Fargo, and shall be cited as such. It is referred to herein as “this code.”

Fills in the blank with “The City of West Fargo”.

**SECTION R103.1** is hereby amended to read as follows:

**R103.1 Creation of agency.** The City of West Fargo Inspections Department is hereby created, and the official in charge thereof shall be known as the code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

Fills in the blank with “Inspections Department”.

**SECTION R109** is hereby deleted in its entirety.

Removes the means of appeals section as it is addressed elsewhere in this ordinance.

**SECTION R201.3** is hereby amended to read as follows:

**Section R201.3 Terms defined in other codes.** Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Whenever electrical or plumbing codes are referenced by the International Code Council (ICC) in the International Building Code, International Residential Code, International Mechanical Code, International Fuel Gas Code, International Energy Conservation Code, International Existing Building Code, it shall mean the most recent versions of the National Electrical Code and the North Dakota State Wiring Standards adopted by the North Dakota State Electrical Board and the most recent versions of the Uniform Plumbing Code and the Laws, Rules and Plumbing Installation Standards of North Dakota adopted by the North Dakota State Plumbing Board.

Changes the reference to the International Electrical Code and the International Plumbing Code to the ND State Electrical Code and the ND State Plumbing Code. Also references the West Fargo Flood Damage Prevention Ordinance.

TABLE R402.1.2 is hereby amended to read as follows:

<b>TABLE R402.1.2 MAXIMUM ASSEMBLY U-FACTORS<sup>a</sup> AND FENESTRATION REQUIREMENTS</b>			
<b>CLIMATE ZONE</b>	****	6	****
VERTICAL FENESTRATION U-FACTOR	****	0.32	****
SKYLIGHT U-FACTOR	****	0.5	****
GLAZED VERTICAL FENESTRATION SHGC	****	NR	****
SKYLIGHT SHGC	****	NR	****
CEILING U-FACTOR	****	0.026	****
INSULATION ENTIRELY ABOVE ROOF DECK	****	0.032	****
WOOD-FRAMED WALL U-FACTOR	****	0.057	****
MASS WALL U-FACTOR <sup>b</sup>	****	0.06	****
FLOOR U-FACTOR	****	0.033	****
BASEMENT WALL U-FACTOR	****	0.059	****
UNHEATED SLAB F-FACTOR <sup>c</sup>	****	0.48	****
HEATED SLAB F-FACTOR <sup>c</sup>	****	0.66	****
CRAWL SPACE WALL U-FACTOR	****	0.055	****

(balance of table remains unchanged.)

TABLE R402.1.3 is hereby amended to read as follows:

<b>TABLE R402.1.3 INSULATION MINIMUM R-VALUES AND FENESTRATION REQUIREMENTS BY COMPONENT<sup>a</sup></b>			
<b>CLIMATE ZONE</b>	****	6	****
VERTICAL FENESTRATION U-FACTOR	****	0.32	****
SKYLIGHT U-FACTOR	****	0.5	****

GLAZED VERTICAL FENESTRATION SHGC	****	NR	****
SKYLIGHT SHGC	****	NR	****
CEILING R-VALUE	****	49	****
INSULATION ENTIRELY ABOVE ROOF DECK	****	30ci	****
WOOD-FRAMED WALL R-VALUE <sup>e,h</sup>	****	21 or 13 and 5ci	****
MASS WALL R-VALUE <sup>f</sup>	****	15/20	****
FLOOR R-VALUE <sup>h</sup>	****	30 or 19+7.5ci or 20ci	****
BASEMENT WALL R-VALUE <sup>b,e</sup>	****	15 or 10 ci	****
UNHEATED SLAB R-VALUE & DEPTH <sup>c</sup>	****	10ci, 4 ft	****
HEATED SLAB R-VALUE & DEPTH <sup>c</sup>	****	R-10ci, 4 ft and R-5 full slab	****
CRAWL SPACE WALL R-VALUE <sup>b,e</sup>	****	15ci or 19 or 13&5ci	****

(balance of table remains unchanged.)

TABLE R402.5.1.1 is hereby amended to read as follows:

TABLE N1102.5.1.1 (R402.5.1.1) AIR BARRIER, AIR SEALING AND INSULATION INSTALLATION <sup>a</sup>		
COMPONENT	AIR BARRIER, AIR SEALING CRITERIA	INSULATION INSTALLATION CRITERIA
****	****	****
Basement, crawl space and slab foundations	<p><u>Exposed earth in unvented crawl spaces shall be covered with a Class I vapor retarder/air barrier in accordance with Section N1102.2.11.</u></p> <p>Penetrations through concrete foundation walls and slabs shall be air sealed.</p> <p><u>Class I vapor retarders shall not be used as an air barrier on below-grade walls and shall be installed in accordance with Section R702.7.</u></p>	<p><u>Crawl space insulation, where provided instead of floor insulation, shall be installed in accordance with Section N1102.2.11.</u></p> <p><u>Conditioned basement foundation wall insulation shall be installed in accordance with Section N1102.2.9.1.</u></p> <p><u>Slab-on-grade floor insulation shall be installed in accordance with Section N1102.2.10.</u></p> <p>Exterior foundation insulation shall be covered and flashed to protect it from exposure to light and weatherto a minimum of 6 inches (152 mm) below grade and be covered by a minimum 6-mil polyethylene slip sheet of the entire surface.</p>
****	****	****

(balance of table remains unchanged.)

The above tables are altered to past construction methods.

SECTION R403.6.3 is hereby deleted in its entirety.

Removes the requirements for sealed air-handling units.

SECTION R404.2 is hereby deleted in its entirety.

Removes interior lighting controls requirement.

SECTION R404.3 is hereby deleted in its entirety.

Removes exterior lighting controls requirement.

**TABLE R406.5** is hereby amended to read as follows:

TABLE N1106.5 (R406.5) MAXIMUM ENERGY RATING INDEX		
CLIMATE ZONE	ENERGY RATING INDEX NOT INCLUDING OPP	ENERGY RATING INDEX WITH OPP
****	****	****
6	58	48
****	****	****

(balance of table remains unchanged.)

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:

ORDINANCE NO. 1270

AN ORDINANCE TO AMEND AND REENACT SECTION 6-0101, AND TO REPEAL AND REENACT SECTION 6-0103 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL FIRE CODE.

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

SECTION 1. Section 6-0101 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

6-0101. ADOPTION OF INTERNATIONAL FIRE CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, the provisions of the Code known as the International Fire Code, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said Code, save and except such portions as are hereinafter deleted, modified, or amended by ordinance, or in accordance with other provisions of this title. A copy of said Code is on file in the office of the Chief of the ~~volunteer~~ fire department of the City of West Fargo, and the same is hereby adopted and incorporated as fully as if set out in length herein, and from the date on which this ordinance shall take effect, the provisions thereof shall be controlling within the limits of the City as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2021~~ 2024 edition of the International Fire Code may be adopted by the City by resolution. The International Fire Code is also adopted as part of the International Building Code of the City of West Fargo. Fees for the permits and activities authorized under this chapter shall be set by resolution of the City Commission, a copy of which will be available during regular business hours at the City Auditor's office.

SECTION 2. Section 6-0103 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

6-0103. MODIFICATIONS TO INTERNATIONAL FIRE CODE. The International Fire Code is hereby changed and amended as follows:

**Section 101.1 is amended to read as follows:**

**101.1 Title.** These regulations shall be known as the *Fire Code* of the city of West Fargo, hereinafter referred to as "this code."

**Amend this section again to read "city of West Fargo" in place of the generic jurisdiction**

**Section 103.1 is amended to read as follows:**

**103.1 Creation of Agency.** The West Fargo Fire Department is hereby created and the official in charge thereof shall be known as the fire code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

Amend this section to add department name. Previously in the code, this section contained generic name language.

**Section 104.8 is amended to read as follows:**

**104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code shall be afforded all the protection provided by the city's insurance pool and immunities and defenses provided by other applicable state and federal laws and shall be defended by legal representative of the jurisdiction until the final termination of the proceedings. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

This amendment is added to coincide with the longstanding amendment in the IBC.

**SECTION 104.8.1** is hereby amended to read as follows:

**104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City's insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

**Section 105.5.1 is hereby deleted in its entirety.**

This permit was added to the 2021 IFC for 3D printing. Recommend removing the permit, but all code requirements of Section 320 would remain.

**Section 105.5.2 is hereby deleted in its entirety**

**Section 105.5.4 is hereby deleted in its entirety**

**Section 105.5.6 is hereby deleted in its entirety**

**Section 105.5.7 is hereby deleted in its entirety**

**Section 105.5.8 is hereby deleted in its entirety**

**Table 105.5.9 is amended to read as follows:**

**Table 105.5.9 Permit Amounts for Compressed Gases.**

Carbon dioxide used in carbon dioxide enrichment systems 4375  
(500 lbs.)

Carbon dioxide used in insulated liquid carbon dioxide beverage  
dispensing applications 4375 (500 lbs.)

The amount was increased to include regulation for large systems that can impact safety if a leak develops.

**Section 105.5.10 is hereby deleted in its entirety.**

**Section 105.5.12 is hereby deleted in its entirety.**

**Section 105.5.13 is hereby deleted in its entirety.**

**Section 105.5.14 is hereby deleted in its entirety.**

**Section 105.5.17 is hereby deleted in its entirety.**

**Section 105.5.18 Subsection 2 is hereby amended in part to read as follows:**

\*\*\*\*

2. To store, handle or use Class 1A liquids in excess of 30 gallons, Class 1B liquids in excess of 60 gallons, Class 1C liquids in excess of 90 gallons in a building or outside of a building, except that a permit is not required for the following:

The existing exemption limits were not practical for requiring a permit and have increased them accordingly. See Table 5003.1.1(1) – Page 353 (Hazardous Materials)

3. To store, handle or use Class II or Class IIIA liquids in excess of 120 gallons in a building or in excess of 120 gallons outside a building, except for fuel oil used in connection with oil-burning equipment.

The existing exemption limits were not practical for requiring a permit. See Table 5003.1.1(1) – Page 353 (Hazardous Materials)

\*\*\*\*

**Section 105.5.19 is hereby deleted in its entirety.**

Floor finishing is adequately covered under a building permit.

**Section 105.5.20 is hereby deleted in its entirety.**

**Section 105.5.21 is hereby deleted in its entirety.**

**Section 105.5.25 Subsections 1, 5, and 6 are hereby deleted in their entirety.**  
These areas are either unenforceable or were not felt to be necessary for requiring a permit.

**Section 105.5.26 is hereby deleted in its entirety.**

**Section 105.5.27 is hereby deleted in its entirety.**

**Section 105.5.29 is hereby deleted in its entirety.**

**Section 105.5.33 is hereby deleted in its entirety.**

Permitting requirements for this type of storage does not appear to be necessary.

**Section 105.5.34 is hereby deleted in its entirety.**

Mobile food trucks are currently licensed by the Health Department. There are over 60 current licenses issued by the health department. If an additional operational permit is required by the fire department there will be an impact to staff time, currently there is not extra capacity.

**Section 105.5.35 is hereby deleted in its entirety.**

Motor fuel dispensing facilities as noted in this section are licensed through the Auditor's Office.

**Section 105.5.37 is hereby deleted in its entirety.**

**Section 105.5.38 is amended to read as follows:**

**105.5.38 Open flames and candles.** An operational permit is required to use open flames or candles in connection with assembly areas, dining areas of restaurants or drinking establishments. For purposes of this provision, churches shall not be deemed to be assembly areas and shall not be required to obtain a permit to utilize candles in religious ceremonies.

This exemption is for the church altar area only.

**Section 105.5.39 is hereby deleted in its entirety**

**Section 105.5.42 is hereby deleted in its entirety.**

Plant extraction systems are used in processing marijuana. The state health department is currently charged with creating statewide rules regarding licensing and permitting of both grow and sale facilities. It is important to note that this simply deletes the permit requirement. Any facility would still have to comply with the fire code and would be subject to fire inspections.

**Section 105.5.43 is hereby deleted in its entirety.**

**Section 105.5.46 is hereby deleted in its entirety.**

**Section 105.5.47 is hereby deleted in its entirety.**

**Section 105.5.48 is hereby deleted in its entirety.**

**Section 105.5.51 is amended to read as follows:**

**Section 105.5.51 Temporary membrane structures and tents.** An operational permit is required to operate an air-supported temporary membrane structure, a temporary special event structure, or a tent having an area in excess of 400 square feet (37m<sup>2</sup>) for the purposes of assembly.

Tents are also regulated by the inspection and planning departments. Typically, tents for the purposes of greenhouses and sales are permitted there. The fire department will continue to regulate the higher risk tents where public assembly events occur.

**Section 105.5.53 is hereby deleted in its entirety.**

**Section 105.5.54 is hereby deleted in its entirety.**

**Section 105.5.55 is hereby deleted in its entirety.**

These permitting requirements are covered through the tent permit requirements. A separate permit is not necessary.

**Section 105.5.56 is hereby deleted in its entirety.**

The City of West Fargo does not have identified wildfire risk areas.

**Section 105.5.57 is hereby deleted in its entirety.**

Many construction sites use temporary heat. These can be regulated during normal construction site inspections. An additional permit is not necessary as the site will already have a building permit.

**Section 105.6.3 is hereby deleted in its entirety.**

Compressed gases are adequately covered under the operational permit section of the code.

**Section 105.6.6 is hereby deleted in its entirety.**

Energy storage systems are adequately covered under inspection department permits.

**Section 105.6.8 is hereby deleted in its entirety.**

Fire pumps are covered under other permitting guidelines.

**Section 105.6.11 is hereby deleted in its entirety.**

Gas Detection is covered under other permitting guidelines.

**Section 105.6.12 is hereby deleted in its entirety.**

Gates and Barricades is adequately covered under other sections of the code.

**Section 105.6.13 is hereby deleted in its entirety.**

Hazardous materials facility is covered under other permitting guidelines.

**Section 105.6.14 is hereby deleted in its entirety.**

High pile storage is covered under other permitting guidelines.

**Section 105.6.16 is hereby amended to read as follows:**

**105.6.16 LP-gas.** A construction permit is required for installation of or modification to an LP-gas system with a single container in excess of 2000 gallons water capacity or the aggregate capacity of containers is more than 4000 gallons in water capacity.

This section was modified to match the construction document submittal requirements for LPG. (See Section 6101.3 – Page 547)

**Section 105.6.17 is hereby deleted in its entirety.**

Motor vehicle repair rooms is covered under other permitting guidelines.

**Section 105.6.18 is hereby deleted in its entirety.**

Plant extraction systems is covered under other permitting guidelines.

**Section 105.6.19 is hereby deleted in its entirety.**

Private fire hydrants are reviewed and approved during the building permitting process.

**Section 105.6.20 is hereby deleted in its entirety.**

Smoke control systems are reviewed and approved during the building permitting process.

**Section 105.6.21 is hereby deleted in its entirety.**

Solar photovoltaic systems are reviewed and approved during the building permitting process.

**Section 105.6.22 is hereby deleted in its entirety.**

Special events are covered under other permitting guidelines.

**Section 105.6.24 is hereby deleted in its entirety.**

Standpipes are covered under other permitting guidelines.

**Section 105.6.25 is hereby deleted in its entirety.**

Temporary tents are adequately covered in the operational permit section. (See section 105.5.51)

**Section 106.4 is hereby amended as follows:**

**106.4 Retention of construction documents.** One set of construction documents shall be retained by the fire code official for a period of not less than 180 days from date of completion of the permitted work, or as required by state or local laws.

This amendment is added to coincide with the longstanding amendment in the IBC.

**Section 113.4 is amended in part to read as follows:**

**113.4 Violation penalties.**

.... shall be guilty of an infraction. Every person, firm or corporation violating an ordinance which is punishable as an infraction shall be punished by a fine not to exceed \$1,000.00; the court to have power to suspend said sentence and to revoke the suspension thereof.

(This section outlines the penalties for violations of the code.)

**Section 203.4.2 is hereby amended to read as follows:**

**203.4.2 Group E, day care facilities.** This group includes buildings and structures or portions thereof occupied by more than ~~five~~ twelve children older than 2 ½ years of age who receive educational, supervision or personal care services for fewer than 24 hours per day.

**Section 203.4.2.2 is hereby amended to read as follows:**

**203.4.2.2 ~~Five~~ Twelve or fewer children.** A facility having ~~five~~ twelve or fewer children receiving such day care shall be classified as part of the primary occupancy.

**Section 203.4.2.3 is hereby amended to read as follows:**

**203.4.2.3 Five Twelve or fewer children in a dwelling unit.** A facility such as the above within a dwelling unit and having ~~five~~ twelve or fewer children receiving such day care shall be classified as a Group R-3 occupancy or shall comply with the International Residential Code.

**Section 203.7.4 is hereby amended to read in part as follows:**

**203.7.4 Institutional Group I-4 Daycare facilities.** Institutional Group I-4 occupancy shall include buildings and structures occupied by more than ~~five~~ twelve persons of any age who receive custodial care for fewer than 24 hours per day by persons other than parents or guardians; relatives by blood, marriage or adoption; and in a place other than the home of the person cared for. This group shall include, but not be limited to, the following:

Adult day care

Child day care

**Section 203.7.4.1 is hereby amended to read in part as follows:**

**203.7.4.1 Classification as a Group E.** Every child day care facility that provides care for more than ~~five~~ twelve but not more than 100 children 2 ½ years or less of age, where the rooms in which the children are cared for are located on a level of exit discharge serving such rooms and each of these child care rooms has an exit door directly to the exterior, shall be classified as Group E.

**Section 203.7.4.3 is hereby amended to read as follows:**

**203.7.4.3 Five Twelve or fewer persons receiving care.** A facility having ~~five~~ twelve or fewer persons receiving custodial care shall be classified as part of the primary occupancy.

**Section 203.7.4.4 is hereby amended to read as follows:**

**Section 203.7.4.4 Five Twelve or fewer persons receiving care in a dwelling unit.** A facility such as the above within a dwelling unit having ~~five~~ twelve or fewer persons receiving custodial care shall be classified as a Group R-3 occupancy or shall comply with the International Residential Code.

**Section 304.1.1 is amended to read as follows:**

**304.1.1 Valet trash.** Valet trash collection shall not be permitted. Trash and recycling materials shall not be placed in the corridor of Group R occupancies.

Valet trash has seen a push nationally. Fargo has many apartment buildings and regulating these businesses could become extensive. Other methods already exist for indoor trash collection, including trash chutes, and trash collection rooms.

**Section 307.1.1 is amended to read as follows:**

**307.1.1 Prohibited open burning.** *Open burning* shall be prohibited when atmospheric conditions or local circumstances make such fires hazardous. All open burning, including recreational fires, is banned when the fire index is at the high, very high or extreme level and any time during a red flag warning.

This new amendment codifies the City's policy regarding open burning and recreational fires.

**Section 308.3 is amended by adding the following subsection 1.4 to exception 1:**

**308.3 Group A Occupancies.** Open-flame devices shall not be used in a Group A occupancy.

**Exceptions:**

1. Open-flame devices are allowed to be used in the following situations, provided *approved* precautions are taken to prevent ignition of a combustible material or injury to occupants:

\*\*\*\*

- 1.4 Open-flame devices for food warming.

This exception was added to cover the use of Sterno or similar products to warm food.

\*\*\*\*

**Section 503.4 is amended to read as follows:**

**503.4 Obstruction of fire apparatus access roads.** Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 and 503.2.2 shall be maintained at all times.

**Section 507.5.4 Obstruction is amended to read as follows:**

**507.5.4 Obstruction.** Unobstructed access to fire hydrants shall be maintained at all times. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment or fire hydrants. An approved hydrant marker shall be installed immediately adjacent to the rear of the hydrant. **This is a new amendment to codify the city's requirement to have a hydrant marker installed. The hydrant markers allow hydrants to be located in deep snow.**

**Section 806.1.1 is amended by adding the following exception:**

For purposes of this provision, churches shall not be deemed public buildings and may utilize natural or resin bearing cut trees in the altar area of the church. No electric lighting is allowed on the tree. **This longstanding amendment allows churches to have trees as decoration. The natural cut trees are required to comply with section 806.**

**Section 903.3.1 is amended to read as follows:**

**903.3.1 Standards.** Sprinkler systems shall be designed with a 5-psi safety margin and installed in accordance with Sections 903.3.1.1, 903.3.1.2 or 903.3.1.3 and other chapters of this code, as applicable. **This amendment is requested due to the fluctuation of water pressure at various times of the day and also day of the year.**

**Section 903.3.1.1.1 Exempt locations is amended by adding the following exception:**

6. Elevator machine room and machinery spaces. Where sprinklers are not installed in elevator machine rooms, shunt trip required in accordance with IBC 3005.5 shall not be installed. The exemption to this is for hoist ways that are enclosed, noncombustible, and do not contain combustible hydraulic fluid. **This proposed amendment would allow elevator machine rooms to not be sprinklered and thereby remove the requirement for elevator shunt trips. This amendment would match the construction practice currently occurring in the state of MN.**

**Section 903.3.5 Water Supplies is amended to read as follows:**

**903.3.5 Water supplies.** Water supplies for automatic sprinkler systems shall comply with this section and the standards referenced in Section 903.3.1. The potable water supply shall be protected against backflow in accordance with the requirements of this section and the International Plumbing Code. For connections to public waterworks systems, the water supply test used for design of fire protection systems shall be adjusted to account for seasonal and daily pressure fluctuations based on information from the water supply authority and as approved by the fire code official. Underground water supply piping shall be constructed of a material allowed by West Fargo Water Department and shall be allowed to extend into the building through the slab or wall not more than 24 inches.

**This proposed amendment would allow the use of PVC pipe for the fire main as it passes into the building.**

**Section 907.8.3 is hereby deleted in its entirety.**

**This section is adequately addressed through the maintenance requirements of NFPA 72.**

**Section 1009.8.1 is hereby amended to read as follows:**

**1009.8.1 System requirements.** Two-way communication systems shall provide communication between each required location and the fire command center or a central control point location *approved* by the fire department. Where the central control point is not constantly attended, a two-way communication system shall have a timed automatic telephone dial-out capability that provides two-way communication with an *approved* supervising station. The two-way communication system shall include both audible and visible signals. Systems shall be listed in accordance with UL 2525 and installed in accordance with NFPA 72.

**This amendment removes the possibility of having a system directly dial dispatch. Fire alarm codes restrict dialers from calling directly to dispatch centers in order to ensure the reliability of the center. This amendment will treat two-way communication systems similarly.**

**Section 1011.1 Exceptions are hereby amended to read as follows:**

Within rooms or spaces used for assembly purposes, stepped *aisles* shall comply with Section 1030.

A stairway complying with section 1011 except where in a B, F, M, S or U that serves an area of 750 sf or less, and is not open to the public, that has a maximum riser height of 8 inches and a minimum tread depth of 9 inches, has a minimum width of 36 inches and has at least one handrail that terminates at the top and bottom riser and otherwise complies with section 1014.

**Exception 3, 6 of Section 1011.5.2** is amended in part to read as follows:

In Group R-3 occupancies; within dwelling units in Group R-2 occupancies; and in Group U occupancies that are accessory to a Group R-3 occupancy or accessory to individual dwelling units in Group R-2 occupancies; the maximum riser height shall be 8 inches; the minimum tread depth shall be 9 inches;

6. Stairways used only to attend equipment or private stairways serving an occupant load of 10 or fewer persons and which are not accessible to the public are permitted to have a maximum 8-inch riser height and minimum 9 tread depth.

*Amended to match change in the building code.*

**Section 1103.2** is hereby deleted in its entirety.

*Chapter 11 contains retroactive requirements many of these requirements were previously in other sections of the code prior to the 2012 edition. In order to simplify enforcement of the codes, it is desirable to adopt this chapter where code sections have been previously required. The emergency responder radio coverage section has not been previously required and is only required on new buildings or substantial remodels.*

**Section 1103.5.1** is hereby deleted in its entirety.

*This would require retroactive sprinkler system in Group A-2 with OL of 300 or more.*

**Section 1103.5.3** is hereby deleted in its entirety.

*This would require retroactive sprinkler system in Group I-2 condition 2.*

**Section 1103.5.4** is hereby deleted in its entirety.

*This would require retroactive sprinkler system in existing high rise buildings.*

**Section 2303.1** is amended by adding the following Subsection 7:

7. On new installations, dispensing devices used to fill portable containers with home heating fuels shall not be located on the same island where Class I liquids are dispensed.

**Section 3107.2 General** is amended to read as follows:

**3107.2 General.** Outdoor assembly events with planned attendance exceeding 1,000 people shall be in accordance with this section and Section 403.12. Temporary structures erected for outdoor assembly events shall comply with this chapter.

*This amendment will set the threshold where events shall be required to comply with the safety requirements from Section 3107.*

**Section 3303.1 is amended to read as follows:**

**3303.1 Program development and maintenance.** The *owner* or *owner's* authorized agent shall be responsible for the development, implementation and maintenance of an *approved*, written *site safety plan* establishing a fire prevention program at the project site applicable throughout all phases of the construction, repair, *alteration* or demolition work. When required by the fire code official, the plan shall be submitted and *approved* before a building permit is issued,

This amendment will require the site safety plan be submitted prior to building permit when required by the fire code official. This will allow smaller projects to obtain a permit without submitting the plan. However, the site will still be required to comply with section 3303.

**Section 4104.2 is amended to read as follows:**

**4104.2 Open-flame cooking devices.** Charcoal burners and other open-flame cooking devices shall not be operated on combustible balconies or decks or within 10 feet (3048 mm) of combustible construction.

**Exceptions:**

1. One- and two-family *dwellings*.
2. Where buildings, balconies and decks are protected by an *automatic sprinkler system*.
3. LP-gas cooking devices having LP-gas container with a water capacity not greater than 47.8 pounds [nominal 20 pounds (9 kg) LP-gas capacity].
4. This longstanding amendment allows for the common size of LPG tanks. It is restricted to only 1 tank.

**Section 5704.2.9.6.1 is amended to read as follows:**

**5704.2.9.6.1 Locations where above-ground tanks are prohibited.** Storage of Class I and II liquids in above-ground tanks outside of buildings is prohibited within the limits established by law as set forth in the fire code adoption ordinance or other regulation adopted by the jurisdiction. Above-ground tanks, with a capacity exceeding 660 gallons in individual capacity or 1,320 gallons in aggregate capacity, outside of buildings shall be installed only in areas zoned industrial or limited industrial and shall be located at least 300 feet from all non-industrial zoned districts.

Exception: Above-ground tanks containing a class II liquid directly connected to a fuel burning appliance shall not exceed 1,320 gallons in all non-industrial zoned districts.

Above-ground tanks used for dispensing outside of buildings in all non-industrial zoned districts shall not exceed 660 gallons in individual capacity or 1,320 gallons

in aggregate capacity, and shall be *listed* and *labeled* as protected above-ground tanks in accordance with UL 2085.

This is a longstanding regulation that was in the land development code to restrict aboveground tanks and dispensing to limited industrial areas. The amendment allows smaller tanks for dispensing in non-industrial areas. All tanks used for dispensing in non-industrial areas are required to be UL 2085 rated.

**Section 5704.2.13.1.4 is amended by adding the following Subsection 7 to:**

7. Site assessment is required to determine if there are any spills, leaks, or discharge from the tank system. Records of site assessment shall be kept on the site of tank location.

**The exception to Section 5705.3.7.5.1 is amended to read as follows:**

**Exception:**

1. Where natural ventilation can be shown to be effective for the materials used, dispensed or mixed.
2. When approved by the chief, continuous ventilation may be provided for one complete air change per hour, if supplemented with mechanical ventilation designed to provide for a complete air change six times per hour. The non-continuous ventilation equipment and any lighting fixtures shall be operated by the same switch located outside of the door.

**Section 5806.2 is amended to read as follows:**

**5806.2 Limitations** Storage of flammable *cryogenic fluids* in stationary containers outside of buildings is prohibited within the limits established by law as the limits of districts in which such storage is prohibited. Stationary containers shall be installed only in areas zoned industrial or limited industrial and shall be located at least 300 feet from all non-industrial zoning districts.

Clarifies language regarding flammable cryogenic liquids and places the same restrictions that currently exist for installation of above ground tanks.

**Section 6103.2.1.6 is amended to read as follows:**

**6103.2.1.6 Use with self-contained torch assemblies.** Portable LP-gas containers are allowed to be used to supply *approved* self-contained torch assemblies or similar appliances. Such containers shall not exceed a water capacity of 12 pounds.

**Section 6104.2 is amended to read as follows:**

**6104.2 Maximum capacity within established limits.** Within the limits established by law restricting the storage of liquefied petroleum gas for the protection of heavily populated or congested areas, the aggregate capacity of any one installation shall not exceed 2,000 gallons (7570 L). Unprotected tanks with a water capacity exceeding 2,000 gallons shall be installed only in areas zoned industrial or limited industrial and shall be located at least 300 feet from all non-industrial zoning districts.

Clarifies language regarding LPG storage and places the same restrictions that currently exist for installation of above ground tanks.

**Appendix B "Fire-Flow Requirements for Buildings" is adopted and enacted in its entirety.**

**Appendix C "Fire Hydrant Locations and Distribution" is adopted and enacted in its entirety.**

**Appendix D "Fire Apparatus Access Roads" is adopted and enacted in its entirety.**

**D103.1 is hereby deleted in its entirety.**

The access road width of 20' is adequate to accommodate access and fire hydrants.

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

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

ATTEST:

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City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1271

AN ORDINANCE TO AMEND AND REENACT SECTION 7-0106, AND TO REPEAL AND REENACT SECTION 7-0107 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL MECHANICAL CODE.

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

SECTION 1. Section 7-0106 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

7-0106. STANDARDS ADOPTED. The following standards are hereby adopted for all heating, air conditioning and other gas, oil, or coal consuming appliances within the City limits of West Fargo, as well as for any area within the extraterritorial zoning jurisdiction of the City.

1. All heating, air conditioning, or other gas, oil, or coal consuming appliances for either domestic or commercial use installed in the City of West Fargo shall bear a seal of approval from the American Gas Association, American Standards Association, Underwriters Laboratories, or other nationally recognized testing laboratory.

2. ~~The provisions of the International Mechanical Code, sponsored by the International Code Council, 2021 edition, is hereby adopted as the mechanical code. Any amendments to the 2021 edition of the International Mechanical Code may be adopted by the City by resolution.~~

The International Mechanical Code, sponsored by the International Code Council, 2024 Edition, is hereby adopted as the mechanical code for the city of West Fargo from the date on which this ordinance shall take effect, the provisions thereof shall be controlling within the limits of the city, and within the extra-territorial zoning jurisdiction of the city.

SECTION 2. Section 7-0107 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

7-0107. MODIFICATIONS TO INTERNATIONAL MECHANICAL CODE. The International Mechanical Code, as adopted in Section 7-0106(2), is hereby changed and amended as follows:

**SECTION 101.1 is hereby amended to read as follows:**

**101.1 Title.** These regulations shall be known as the *Mechanical Code* of the City of West Fargo, hereinafter referred to as “this code.”

Fills in the blank with “The City of West Fargo”.

**SECTION 103.1** is hereby amended to read as follows:

**103.1 Creation of Agency.** The City of West Fargo Inspections Department is hereby created and the official in charge thereof shall be known as the Inspections Administrator. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

Fills in the blank with “Inspections Department”.

**SECTION 104.8** is hereby amended to read as follows:

**104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION R104.8.1** is hereby amended to read as follows:

**R104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City’s insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

Clarifies the Liability and Legal Defense Section.

**SECTION 105.4.7** is hereby deleted in its entirety.

Removes the requirement for posting permit

**SECTION 108.2 is hereby amended as follows:**

**108.2 Schedule of permit fees.** Where work requires a permit, a fee for each permit and mechanical work shall be paid as required, in accordance with the schedule as established by the City of West Fargo Board of City Commissioners.

Establishes how permit fees are created

**SECTION 108.6 is hereby amended as follows:**

**108.6.1 Refunds.** The code official is authorized to establish a refund policy, which is as follows:

1. The full amount of any fee paid hereunder which was erroneously paid or collected.
2. Not more than eighty (80) percent of the permit fee paid where work has not been done under a permit issued in accordance with this code.
3. Not more than eighty (80) percent of the plan review fee paid where an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan review effort has been expended.

The code official shall not authorize the refunding of any fee paid, except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

Establishes how refunds are handled.

**SECTION 113 is hereby deleted in its entirety:**

Removes the means of appeals section as it is addressed elsewhere in this ordinance

**SECTION 114.4 is hereby amended as follows:**

**[A] 114.4 Violation penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair mechanical work in violation of the *approved construction documents* or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law.

Removes the penalty clause within this section.

**SECTION 201.3 is hereby amended to read as follows:**

**201.3 Terms defined in other codes.** Where terms are not defined in this code and are defined in the *International Building Code, International Fire Code,*

*International Fuel Gas Code, National Electrical Code and the North Dakota State Wiring Standards or the North Dakota State Plumbing Code, such terms shall have meanings ascribed to them as in those codes.*

*Changes the reference to the International Electrical Code and the International Plumbing Code to the ND State Electrical Code and the ND State Plumbing Code.*

**SECTION 305.4 is hereby amended read as follows:**

**305.4 Interval of support.** Piping shall be supported at distances not exceeding the spacing specified in Table 305.4, or in accordance with ANSI/MSS SP-58. In addition to the requirements of Table 305.4, piping and tubing shall be supported within 2 feet (610 mm) of every bend or angle.

*Adds the requirement for additional supports at bends or angles.*

**SECTION 307.2.2 is hereby amended to read as follows:**

**307.2.2 Drain pipe materials and sizes.** Components of the condensate disposal system shall be ABS, cast iron, copper and copper alloy, CPVC, cross-linked polyethylene, galvanized steel, PE-RT, polyethylene, polypropylene, PVC or PVDF pipe or tubing. Components shall be selected for the pressure and temperature rating of the installation. Joints and connections shall be made in accordance with the applicable provisions of the North Dakota State Plumbing Code relative to the material type. Condensate waste and drain line size shall be not less than 3/4-inch (19 mm) pipe size and shall not decrease in size from the drain pan connection to the place of condensate disposal. Where the drain pipes from more than one unit are manifold together for condensate drainage, the pipe or tubing shall be sized in accordance with Table 307.2.2.

*Changes reference from the International Plumbing Code to the ND State Plumbing Code.*

**SECTION 701.3 is hereby added as follows:**

**701.3 Attic space.** Attic space shall not be used for combustion air.

*Adds Section to eliminate using attic space for combustion air*

**SECTION 908.5 is hereby amended as follows:**

**908.5 Water supply.** Cooling towers, evaporative coolers and fluid coolers shall be provided with an approved water supply, sized for peak demand. The quality of water shall be provided in accordance with the equipment manufacturer's recommendations. The piping system and protection of the potable water supply system shall be installed as required by the *North Dakota State Plumbing Code*.

Changes reference from the International Plumbing Code to the ND State Plumbing Code.

SECTION 1008.2 is hereby amended to read as follows:

**1008.2 Discharge.** Blow off valves shall discharge to a safe place of disposal. Where discharging to the drainage system, the installation shall conform to the North Dakota State Plumbing Code.

Changes reference from the International Plumbing Code to the ND State Plumbing Code.

SECTION 1208.1 is hereby amended to read as follows:

**Section 1208.1 General.** New hydronic piping shall be isolated and tested hydrostatically at no less than 100 psi (689 kPa). The duration of the test shall be not less than 15 minutes.

Clarifies the requirement for testing hydronic piping.

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:

ORDINANCE NO. 1272

AN ORDINANCE TO AMEND AND REENACT SECTION 7-0201, AND TO REPEAL AND REENACT SECTION 7-0202 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL FUEL GAS CODE.

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

SECTION 1. Section 7-0201 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

7-0201. ADOPTION OF INTERNATIONAL FUEL GAS CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Fuel Gas Code, recommended and compiled by the International Code Council, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Fuel Gas Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2021~~ 2024 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 7-0202 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

7-0202. AMENDMENT TO INTERNATIONAL FUEL GAS CODE. The International Fuel Gas Code, as adopted in Section 7-0201, is hereby changed and amended as follows:

**SECTION 101.1 is hereby amended to read as follows:**

**101.1 Title.** These regulations shall be known as the *International Fuel Gas Code* of the City of West Fargo, hereinafter referred to as “this code.”

Fills in the blank with “The City of West Fargo”.

**SECTION 103.1 is hereby amended to read as follows:**

**103.1 Creation of Agency.** The City of West Fargo Inspections Department is hereby created and the official in charge thereof shall be known as the Inspections

Administrator. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

Fills in the blank with “Inspections Department”.

**SECTION 104.8 is hereby amended to read as follows:**

**104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION R104.8.1 is hereby amended to read as follows:**

**R104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City’s insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

Clarifies the Liability and Legal Defense Section.

**SECTION 105.5.7 is hereby deleted in its entirety.**

Removes the requirement for posting permit

**SECTION 108.2 is hereby amended as follows:**

**108.2 Schedule of permit fees.** Where work requires a permit, a fee for each permit shall be paid as required, in accordance with the schedule as established by the City of West Fargo Board of City Commissioners.

Establishes how permit fees are created

**SECTION 108.6 is hereby amended as follows:**

**108.6 Refunds.** The code official is authorize to order the refunding of fees as follows.

1. The full amount of any fee paid hereunder which was erroneously paid or collected.
2. Not more than eighty [80] percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.
3. Not more than eighty [80] percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan review effort has been expended.

The code official shall not authorize the refunding of any fee paid, except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

Establishes how refunds are handled.

**SECTION 113 is hereby deleted in their entirety.**

Removes the means of appeals section as it is addressed elsewhere in this ordinance

**SECTION 113.4 is hereby amended as follows:**

**[A] 113.4 Violation penalties.** Persons who shall violate a provision of this code, fail to comply with any of the requirements thereof or erect, install, alter or repair work in violation of the *approved construction documents* or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be subjected to penalties as prescribed by law.

Removes the penalty clause within this section.

**SECTION 201.3 is hereby amended to read as follows:**

**201.3 Terms defined in other codes.** Where terms are not defined in this code and are defined in the *International Building Code, International Fire Code, International Fuel Gas Code, National Electrical Code and the North Dakota State Wiring Standards* or the *North Dakota State Plumbing Code*, such terms shall have

meanings ascribed to them as in those codes.

Changes the reference to the International Electrical Code and the International Plumbing Code to the ND State Electrical Code and the ND State Plumbing Code.

**SECTION 304.6.1 is hereby amended to read as follows:**

**304.6.1 Two-permanent-openings method.** Two permanent openings, one commencing within ...

Where directly communicating with the outdoors, or where communicating with the outdoors through vertical ducts, each opening shall have a minimum free area of 1square inch per 4,000 Btu/h (550 mm<sup>2</sup>/kW) of total input rating of all appliances in the enclosure.

Where communicating ...

**Figure 304.6.1 (1) is hereby deleted in its entirety:**

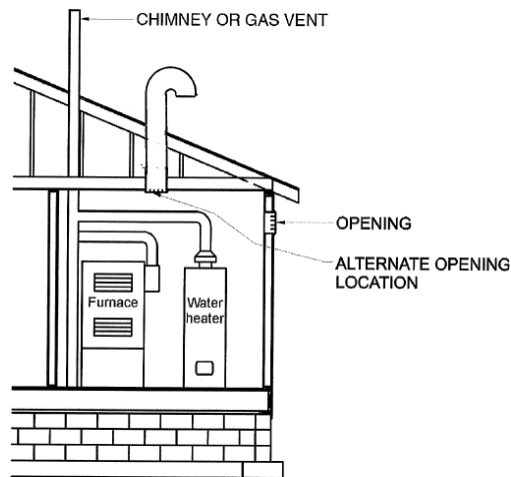
**Figure 304.6.1 (2) is hereby deleted in its entirety:**

**SECTION 304.6.2 is hereby amended to read as follows:**

**304.6.2 One-permanent-opening method.** One permanent opening, commencing within 12 inches (305 mm) of the top of the enclosure, shall be provided. The *appliance* shall have clearances of at least 1 inch (25 mm) from the sides and back and 6 inches (152 mm) from the front of the *appliance*. The opening shall directly communicate with the outdoors or through a vertical or horizontal duct to the outdoors, (see Figure 304.6.2) and shall have a minimum free area of 1 square inch per 3,000 Btu/h (734mm<sup>2</sup>/kW) of the total input rating of all appliances located in the enclosure and not less than the sum of the areas of all vent connectors in the space.

Removes allowing the to terminate in the attic space to be extended to the outside air. Referenced in the next figure.

Figure 304.6.2 is hereby amended to reference to an alternate opening location as shown.



SECTION 304.11 is hereby amended as follows:

**304.11 Combustion air ducts.** *Combustion air* ducts shall ...

1. Ducts shall ...
5. Ducts shall not terminate in an attic space.
6. Horizontal upper ...

Eliminates duct to be terminated in the attic.

SECTION 403.13 is hereby added as follows:

**403.13 Other materials.** Material not covered by the standards specifications listed herein shall be investigated and tested to determine that it is safe and suitable for the proposed service, and, in addition, shall be recommended for that service by the manufacturer and shall be *approved* by the code official. Listed LPG hose may be used with natural gas when used for temporary heating at a maximum length of 50 feet.

Allows for temporary use of rubber hose for natural gas.

SECTION 406.4 is hereby amended to read as follows:

**406.4 Test pressure measurement.** Test pressure shall be measured with a manometer or with a pressure-measuring device designed and calibrated to read, record, or indicate a pressure loss caused by leakage during the pressure test period. The source of pressure shall be isolated before the pressure tests are made. Dial gauges used to measure test pressures shall be performed with gauges of 2 psi incrimination or less and have a range not exceeding 100 psi unless otherwise

approved.

Specifies test methods for gas piping.

**SECTION 406.4.1 is hereby amended to read as follows:**

**406.4.1 Test pressure.** The test pressure to be used shall be no less than 1 1/2 times the proposed maximum working pressure, but not less than 25 psig irrespective of design pressure. Where the test pressure exceeds 125 psig (862 kPa gauge), the test pressure shall not exceed a value that produces a hoop stress in the piping greater than 50 percent of the specified minimum yield strength of the pipe.

Specifies gas testing pressures.

**SECTION 408.2 is hereby amended to read as follows:**

**408.2 Drips.** Where wet gas exists, a drip shall be provided at any point in the line of pipe where condensate could collect.

Specifies where drip tee shall be placed.

**SECTION 411.2 is hereby amended to read as follows:**

**411.2 Manufactured home connections.** Manufactured homes shall be connected to the distribution *piping* system by *listed* and *labeled* connectors in compliance with ANSI Z21.75/CSA 6.27 and installed in accordance with the manufacturer's installation instructions.

Addresses mobile home connections.

**SECTION 501.12 is hereby amended to read as follows:**

**501.12 Residential and low-heat appliances flue lining systems.** Flue lining systems for use with residential-type and low-heat appliances shall be limited to the following:

1. Clay flue lining complying with the requirements of ASTM C 315 or equivalent when each appliance connected into the masonry chimney has a minimum input rating greater than 400,000 Btu/h. Clay flue lining shall be installed in accordance with the *International Building Code*.
2. *Listed* chimney lining systems complying with UL1777.
3. Other *approved* materials that will resist, without cracking, softening or corrosion, flue gases and condensate at temperatures up to 1,800°F (982°C).
  - a. Aluminum (1100 or 3003 alloy or equivalent) not less than

- 0.032 inches thick to 8 inches diameter.
- b. Stainless steel (304 or 430 alloy or equivalent) not less than 26 gauge (0.018 inches thick) to 8 inches diameter or not less than 24 gauge (0.024 inches thick) 8 inches diameter and larger.

When a metal liner is used other than a listed chimney liner a condensation drip tee shall be installed and supported in an approved manner.

**Addresses materials allowed for flue lining systems.**

**SECTION 503.5.3** is hereby amended to read as follows:

**503.5.3 Masonry chimneys.** Masonry chimneys shall be built and installed in accordance with NFPA 211 and shall be lined as per sec. 501.12.

**Addresses requirements for masonry chimneys**

**SECTION 503.5.6.1** is hereby amended to read as follows:

**503.5.6.1 Chimney lining.** Chimneys shall be lined in accordance with NFPA 211 and Section 501.12.

**Exception:** Where an existing chimney complies with Sections 503.5.6 through-503.5.6.3 and its sizing is in accordance with Section 503.5.5, its continued use shall be allowed when, in more than one appliance venting system the secondary appliance, such as a water heater, is replaced and the primary heating appliance remains.

**Addresses requirements for lining existing chimneys.**

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:

ORDINANCE NO. 1273

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0501, AND TO REPEAL AND REENACT SECTION 5-0202 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL PROPERTY MAINTENANCE CODE.

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

SECTION 1. Section 5-0501 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0501. ADOPTION OF INTERNATIONAL PROPERTY MAINTENANCE CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Property Maintenance Code, recommended and compiled by the International Code Council, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Property Maintenance Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota. Provided, that any amendments of the ~~2021~~ 2024 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0502 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0502. AMENDMENT TO INTERNATIONAL PROPERTY MAINTENANCE CODE. The International Property Maintenance Code, as adopted in Section 5-0501, is hereby changed and amended as follows:

**SECTION 101.1 is hereby amended to read as follows:**

**101.1 Title.** These regulations shall be known as the *Property Maintenance Code* of the City of West Fargo, hereinafter to as “this code.”

**Fills in the blank with “The City of West Fargo”.**

**SECTION 102.3 is hereby amended to read as follows:**

**102.3 Application of other codes.** Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of all applicable ordinances adopted by the City of West Fargo.

**SECTION 103.1 is hereby amended to read as follows:**

**103.1 Creation of agency.** The city of West Fargo Inspections Department is hereby created and the official in charge thereof shall be known as the code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of “this code”.

Fills in the blank with “Inspections Department”.

**SECTION 105.7 is hereby amended to read as follows:**

**105.7 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION 105.7.1 is hereby amended to read as follows:**

**105.7.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City’s insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

Clarifies the Liability and Legal Defense Section

**SECTION 106 is hereby deleted in their entirety.**

Removes the means of appeals section as it is addressed elsewhere in this ordinance

**SECTION 111.1 exceptions are hereby amended to read as follows:**

**111.1 General. \* \* \* \***

\* \* \* \*

3. Boarding the building up for future repair shall not extend beyond one year, unless approved by the building official.
4. Upon completion of demolition, sufficient filling and grading shall be done to bring the area of demolition up to the same level as the existing yard. Frozen fill is not allowed.

Adds additional requirements for the demolishing of structures.

**SECTION 201.3 is hereby amended to add the following:**

**201.3 Terms defined in other codes.** Where terms are not defined in this code and are defined in the *International Building Code, International Existing Building Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, International Residential Code,* or NFPA 70, such terms shall have meanings ascribed to them as in those codes.

Throughout this code, wherever reference is made to the International Plumbing Code it shall mean the North Dakota State Plumbing Code and ND Admin. Code Section 62-03.1-01. Throughout this code, wherever reference is made to the NFPA 70 it shall mean the National Electrical Code and Chapter 43-09 of the North Dakota State Wiring Standards.

Changes the reference to the International Electrical Code and the International Plumbing Code to the ND State Electrical Code and the ND State Plumbing Code. Also references the West Fargo Flood Damage Prevention Ordinance.

**SECTION 302.4 is hereby amended to read as follows:**

**302.4 Weeds.** All *premises* and *exterior property* shall be maintained free from weeds or plant growth as per the City of West Fargo Ordinances. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Upon failure of the *owner* or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with the City of West Fargo Ordinances and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the

jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the *owner* or agent responsible for the property.

Adds additional requirements for weeds. This also addressed elsewhere in the ordinance.

**SECTION 303.2 is hereby amended to read as follows:**

**303.2 Enclosures.** Private swimming pools, hot tubs and spas, containing water more than 24 inches (610 mm) in depth shall be completely surrounded by a fence or barrier as required by Sections 303.2.1 through 303.2.13. An existing pool enclosure shall not be removed, replaced or changed in a manner that reduces its effectiveness as a safety barrier.

**Exception:** Spas or hot tubs with a safety cover that complies with ASTM F1346 shall be exempt from the provisions of this section.

**303.2.1 Barrier height and clearances.** Barrier heights and clearances shall be in accordance with all of the following:

1. The top of the barrier shall be not less than 48 inches (1219 mm) above grade where measured on the side of the barrier that faces away from the pool or spa. Such height shall exist around the entire perimeter of the barrier and for a distance of 3 feet (914 mm) measured horizontally from the outside of the required barrier.
2. The vertical clearance between grade and the bottom of the barrier shall not exceed 2 inches (51 mm) for grade surfaces that are not solid, such as grass or gravel, where measured on the side of the barrier that faces away from the pool or spa.
3. The vertical clearance between a surface below the barrier to a solid surface, such as concrete, and the bottom of the required barrier shall not exceed 4 inches (102 mm) where measured on the side of the required barrier that faces away from the pool or spa.
4. Where the top of the pool or spa structure is above grade, the barrier shall be installed on grade or shall be mounted on top of the pool or spa structure. Where the barrier is mounted on the top of the pool or spa, the vertical clearance between the top of the pool or spa and the bottom of the barrier shall not exceed 4 inches (102 mm).

**303.2.2 Openings.** Openings in the barrier shall not allow passage of a 4-inch diameter (102 mm) sphere.

**303.2.3 Solid barrier surfaces.** Solid barriers that do not have openings shall not contain indentations or protrusions that form handholds and footholds, except for normal construction tolerances and tooled masonry joints.

**303.2.4 Mesh fence as a barrier.** Mesh fences, other than chain link fences in accordance with Section 303.2.7, shall be installed in accordance with the manufacturer's instructions and shall comply with the following:

1. The bottom of the mesh fence shall be not more than 1 inch (25 mm) above the deck or installed surface or grade.
2. The maximum vertical clearance from the bottom of the mesh fence and the solid surface shall not permit the fence to be lifted more than 4 inches (102 mm) from grade or decking.
3. The fence shall be designed and constructed so that it does not allow passage of a 4-inch (102 mm) sphere under any mesh panel. The maximum vertical clearance from the bottom of the mesh fence and the solid surface shall be not greater than 4 inches (102 mm) from grade or decking.
4. An attachment device shall attach each barrier section at a height not lower than 45 inches (1143 mm) above grade. Common attachment devices include, but are not limited to, devices that provide the security equal to or greater than that of a hook-and-eye-type latch incorporating a spring-actuated retaining lever such as a safety gate hook.
5. Where a hinged gate is used with a mesh fence, the gate shall comply with Section 303.2.10.
6. Patio deck sleeves such as vertical post receptacles that are placed inside the patio surface shall be of a nonconductive material.
7. Mesh fences shall not be installed on top of on ground residential pools.

**303.2.4.1 Setback for mesh fences.** The inside of a mesh fence shall be not closer than 20 inches (508 mm) to the nearest edge of the water of a pool or spa.

**303.2.5 Closely spaced horizontal members.** Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches (1143 mm), the horizontal members shall be located on the pool or spa side of the fence. Spacing between vertical members shall not exceed 13/4 inches (44 mm) in width. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 13/4 inches (44 mm) in width.

**303.2.6 Widely spaced horizontal members.** Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches (1143 mm) or more, spacing between vertical members shall not exceed 4 inches (102 mm). Where there are decorative cutouts within vertical members, the interior width of the cutouts shall not exceed 13/4 inches (44 mm).

**303.2.7 Chain link dimensions.** The maximum opening formed by a chain link fence shall be not more than 13/4 inches (44 mm). Where the fence is provided with slats fastened at the top and bottom that reduce the openings, such openings shall be not greater than 13/4 inches (44 mm).

**303.2.8 Diagonal members.** Where the barrier is composed of diagonal members, the maximum opening formed by the diagonal members shall be not greater than 13/4 inches (44 mm). The angle of diagonal members shall be not greater than 45 degrees (0.79 rad) from vertical.

**303.2.9 Clear zone.** Where equipment, including pool equipment such as pumps, filters and heaters, is on the same lot as a pool or spa and such equipment is located outside of the barrier protecting the pool or spa, such equipment shall be located not less than 36 inches (914 mm) from the outside of the barrier.

**303.2.10 Doors and gates.** Doors and gates in barriers shall comply with the requirements of Sections 303.2.11 through 303.2.13 and shall be equipped to accommodate a locking device. Pedestrian access doors and gates shall open outward away from the pool or spa, shall be self-closing and shall have a selflatching device.

**303.2.11 Utility or service doors and gates.** Doors and gates not intended for pedestrian use, such as utility or service doors and gates, shall remain locked when not in use.

**303.2.12 Double or multiple doors and gates.** Double doors and gates or multiple doors and gates shall have not fewer than one leaf secured in place and the adjacent leaf shall be secured with a self-latching device.

**303.2.13 Latch release.** For doors and gates in barriers, the door and gate latch release mechanisms shall be in accordance with the following:

1. Where door and gate latch release mechanisms are accessed from the outside of the barrier and are not of the self-locking type, such mechanism shall be located above the finished floor or ground surface at residential pools and spas, not less than 54 inches (1372 mm).
2. Where door and gate latch release mechanisms are of the selflocking type such as where the lock is operated by means of a key, an electronic opener or the entry of a combination into an integral combination lock, the lock operation control and the latch release mechanism shall be located above the finished floor or ground surface at residential pools and spas, at not greater than 54 inches (1372 mm).
3. At private pools, where the only latch release mechanism of a selflatching device for a gate is located on the pool and spa side of the barrier, the release mechanism shall be located at a point that is at least 3 inches (76 mm) below the top of the gate.

**303.2.14 Barriers adjacent to latch release mechanisms.** Where a latch release mechanism is located on the inside of a barrier, openings in the door, gate and barrier within 18 inches (457 mm) of the latch shall not be greater than 1/2 inch (12.7 mm) in any dimension.

**303.2.15 Structure wall as a barrier.** Where a wall of a dwelling or structure serves as part of the barrier and where operable windows having a sill height of less than 48 inches (1219 mm) above the indoor finished floor, doors and gates shall have an alarm that produces an audible warning when the window, door or their screens are opened. The alarm shall be listed and labeled as a water hazard entrance alarm in accordance with UL 2017.

Exception: An approved means of protection, such as self-closing doors with self-latching devices, is provided. Such means of protection shall provide a degree of protection that is not less than the protection afforded by an alarm that produces an audible warning when the window, door or their screens are opened.

**303.2.16 On ground residential pool structure as a barrier.** An on ground residential pool wall structure or a barrier mounted on top of an on ground residential pool wall structure shall serve as a barrier where all of the following conditions are present:

1. Where only the pool wall serves as the barrier, the bottom of the wall is on grade, the top of the wall is not less than 48 inches (1219 mm) above grade for the entire perimeter of the pool, the wall complies with the requirements of Section 303.2 and the pool manufacturer allows the wall to serve as a barrier.
2. Where a barrier is mounted on top of the pool wall, the top of the barrier is not less than 48 inches (1219 mm) above grade for the entire perimeter of the pool, and the wall and the barrier on top of the wall comply with the requirements of Section 303.2.
3. Ladders or steps used as means of access to the pool are capable of being secured, locked or removed to prevent access except where the ladder or steps are surrounded by a barrier that meets the requirements of Section 303.
4. Openings created by the securing, locking or removal of ladders and steps do not allow the passage of a 4-inch (102 mm) diameter sphere.
5. Barriers that are mounted on top of on ground residential pool walls are installed in accordance with the pool manufacturer's instructions.

**303.2.17 Natural barriers.** In the case where the pool or spa area abuts the edge of a lake or other natural body of water, public access is not permitted or allowed along the shoreline, and required barriers extend to and beyond the water's edge not less than 18 inches (457 mm), a barrier is not required between the natural body of water shoreline and the pool or spa.

**303.2.18 Natural topography.** Natural topography that prevents direct access to the pool or spa area shall include but not be limited to mountains and natural rock formations. A natural barrier approved by the governing body shall be acceptable provided that the degree of protection is not less than the protection afforded by the requirements of Sections 305.2 through 305.5.

All above Sections 302.2.\* are added to address swimming pool construction

**SECTION 304.14 is hereby amended to read as follows:**

**304.14 Insect screens.** During the period from April 1 to October 31, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

**Exception:** Screens shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.

Fills in the blanks for the dates.

**SECTION 307.1 is hereby amended to read as follows:**

**307.1 Handrails.** Stairs having four or more risers shall have a handrail on one side of the stair.

Clarifies handrail requirements

**SECTION 309.6 is hereby enacted to read as follows:**

**309.6 Pest elimination.** Licensed contractor required for extermination of insects and vermin in rental properties.

Adds the requirement for licensed contractors to deal with pest in rental properties.

**SECTION 602.2 is hereby amended to read as follows:**

**602.2 Residential occupancies.** Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68°F (20°C) in all habitable rooms, bathrooms and toilet rooms. Cooking appliances shall not be used to provide space heating to meet the requirements of this section.

Addresses temperature requirements for homes

**SECTION 602.3 is hereby amended to read as follows:**

**602.3 Heat supply.** Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period

from September 15 to June 1 to maintain a temperature of not less than 68°F (20°C) in all habitable rooms, bathrooms, and toilet rooms.

**Exceptions:**

In older structures where the original design of the heating system operating at full capacity is unable to achieve the minimum temperature required, in the discretion of the building official, the system may be deemed adequate.

Addresses temperature requirements for lease properties.

**SECTION 602.4 is hereby amended to read as follows:**

**602.4 Occupiable work spaces.** Indoor occupiable work spaces shall be supplied with heat during the period from September 15<sup>th</sup> to June 1<sup>st</sup> to maintain a minimum temperature of 65°F (18°C) during the period the spaces are occupied.

**Exceptions:**

- 1. Processing, storage and operation areas that require cooling or special temperature conditions.
- 2. Areas in which persons are primarily engaged in vigorous physical activities.

Addresses temperature requirements for work spaces.

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:

ORDINANCE NO. 1274

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0701, AND TO REPEAL AND REENACT SECTION 5-0702 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL RESIDENTIAL CODE.

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

SECTION 1. Section 5-0701 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0701. ADOPTION OF INTERNATIONAL RESIDENTIAL CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Residential Code, recommended and compiled by the International Code Council, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Residential Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the 2021 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0702 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0702. AMENDMENT TO INTERNATIONAL RESIDENTIAL CODE. The International Residential Code, as adopted in Section 5-0701 is hereby changed and amended as follows:

**SECTION R101.1** is hereby amended to read as follows:

**R101.1 Title.** These provisions shall be known as the *Residential Code for One- and Two Family* of the City of West Fargo, and shall be cited as such and will be referred to herein as "this code."

Fills in the blank with "The City of West Fargo".

**Section R103.1** is hereby amended to read as follows:

**R103.1 Creation of agency.** The Inspections Department of the city of Fargo is hereby created and the official in charge thereof shall be known as the building official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

Fills in the blank with “Inspections Department”.

**SECTION R104.8** is hereby amended to read as follows:

**[A] 104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION R104.8.1** is hereby amended to read as follows:

**R104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City’s insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

Clarifies the Liability and Legal Defense Section.

**SECTION R105.2** is hereby amended to read as follows:

**R105.2 Work exempt from permit.** Exemptions ...

**Building:**

1. One-story detached accessory structures provided the floor area is not greater than 120 square feet (11 m<sup>2</sup>).
2. Fences not over 8.5 feet (2591 mm) high.
3. Retaining walls that are not ...
  
7. Swimming pools that are less than 24 inches (610 mm) deep. ...
  
10. Decks not exceeding 120 square feet in area, that are not more than 7 inches (762 mm) above *grade* at any point, are not attached to a dwelling do not serve the exit door required by Section R311.4.

Clarifies items that do not a building permit.

**SECTION R108.3** is hereby amended to read as follows:

**R108.3 Building permit valuations.** Building *permit* valuation shall include total value of the work for which a *permit* is being issued, such as electrical, gas, mechanical, plumbing *equipment* and other permanent systems, including materials and labor. If, in the opinion of the building official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the building official. Final building permit valuation shall be set by the building official.

Allows the permit valuation to be adjusted by the building official, we do this by using the ICC Building Vaulation Data.

**SECTION 112** is hereby deleted in its entirety.

Removes the means of appeals section as it is addressed elsewhere in this ordinance.

**SECTION R201.3** is hereby amended to read as follows:

**R201.3 Terms defined in other codes.** Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Wherever the term ‘International Plumbing Code’ and/or ‘International Private Sewage Disposal Code’ is used in the International Residential Code, it shall mean the North Dakota State Plumbing Code. Wherever the term ‘ICC Electrical Code’ is used in the International Residential Code, it shall mean the National Electrical Code together with the North Dakota State Wiring Standards. Wherever reference is made to flood plain requirements, it shall mean the West Fargo Flood Damage Prevention Ordinance together with the West Fargo Flood Proofing Code.

Changes the reference to the International Electrical Code and the International Plumbing Code to the ND State Electrical Code and the ND State Plumbing Code. Also references the West Fargo Flood Damage Prevention Ordinance.

TABLE R301.2 is hereby amended to read as follows:

TABLE R301.2-CLIMATIC ANDGEOGRAPHIC DESIGN CRITERIA										
GROUND SNOW LOAD	WIND SPEED				SEISMIC DESIGN CATEGORY <sup>f</sup>	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP <sup>e</sup>	ICE BARRIER UNDERLAYMENT REQUIRED <sup>h</sup>
	Speed <sup>d</sup> (mph)	Topographic effects <sup>k</sup>	Special wing region <sup>l</sup>	Wind-borne debris zone <sup>m</sup>		Weathering <sup>a</sup>	Frost line depth <sup>b</sup>	Termite <sup>c</sup>		
64 psf	111	No	No	No	Zone A	Severe	4.5 feet	None	-18	yes
MANUAL J DESIGN CRITERIA										
Elevation		Latitude	Winter Heating	Summer Cooling	Altitude Correction Factor		Indoor Design Temperature		Design Temperature Cooling	
869		46	-17°	88°	None		70°		75°	
Cooling Temperature Difference		Wind Velocity Heating	Wind Velocity Cooling	Coincident Wet Bulb	Daily Range		Winter Humidity		Summer Humidity	
13°		15 mph	7.5 mph	70	M		30%		50%	

The table is completed to reference our geographical area

SECTION R301.2.4 is hereby deleted in its entirety.

Remove the Flood Plain construction section

SECTION R301.2.4.1 is hereby deleted in its entirety.

Remove the Flood Plain construction section

TABLE R302.1(1) is hereby amended to read as follows:

**TABLE 302.1(1)  
EXTERIOR WALLS**

EXTERIOR WALL ELEMENT		MINIMUM FIRE-RESISTANCE RATING	MINIMUM FIRE SEPARATION DISTANCE
Walls <sup>c</sup>	Fire-resistance rated	1 hour—tested in accordance with ASTM E 119 or UL 263 with exposure from both sides	< 0 feet
	Not fire-resistance rated	0 hours	≥ 3 feet
Projections	Not allowed	N/A	<2 feet
	Fire-resistance rated	1 hour on the underside <sup>a b</sup>	≥ 2 feet to < 3 feet
	Not fire-resistance rated	0 hours	≥ 3 feet

Openings	Not allowed	N/A	< 3 feet
	25% Maximum of Wall Area	0 hours	3 feet
	Unlimited	0 hours	5 feet
Penetrations	All	Comply with Section 302.4	< 3 feet
		None required	3 feet

Table is altered to comply with setback requirements.

SECTION R302.5.1 is hereby amended to read as follows:

**R302.5.1 Opening protection.** Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and dwelling unit shall be equipped with solid wood doors not less than 1-3/8 inches (35 mm) in thickness, solid or honeycomb core steel doors not less than 1-3/8 inches (35 mm) thick, or 20-minute fire-rated doors.

Removes the requirement for self-closing and self-latching doors.

SECTION R306 is hereby deleted in its entirety.

Removes the requirements for flood resistant construction as it is addressed separately in the ordinance.

SECTION R309.1 is hereby amended to read as follows:

**R309.1 Townhouse automatic sprinkler systems.** An automatic residential sprinkler system shall be installed in townhouse which are located on a private street or private fire department access road that is required to be greater than 150 feet in length as required by Section 503 of the International Fire Code.

Requires fire sprinklers for townhouses that are not easily accessed by the fire service.

SECTION R309.2 is hereby deleted in its entirety.

Removes the fire sprinkler systems due to ND State Law

SECTION R318.3.2 is hereby amended to read as follows:

**R318.3.2 Floor elevations at other exterior doors.** Exterior doors other than the required egress door shall be provided with landings or floors not more than 8 inches below the top of the threshold.

**Exception:** An exterior landing or floor is not required at the exterior doorway where a stairway with a total rise of less than 30 inches (762 mm) is located on the exterior side of the door, provided that the door does not swing over the stairway.

Adjusts the landing dimension

SECTION R318.7.5.1 is hereby amended to read as follows:

**R318.7.5.1 Risers.** The riser height shall be not more than 8 inches.

\* \* \* \*

Increases the riser height

SECTION R318.7.5.2 is hereby amended to add the following exception:

**R318.7.5.2 Treads.** The tread depth shall not be less than 9 inches (228 mm).

\*\*\*\*

**Exception:** Where a landing is not provided or required by Sections R318.3, R318.3.2, or R318.7.6, the top tread of a stair serving exterior doors other than the required exit door, and in-swinging doors opening into an attached garage, shall be permitted to exceed the smallest tread by more than 3/8 inch (9.5 mm). Such a tread shall be at least 18 inches (457 mm) measured in the direction of travel.

Decreases tread depth and adds exception for landings

SECTION R318.7.5.2.1 is hereby amended to read as follows:

**R318.7.5.2.1 Winder treads.** Winder treads shall have a tread depth of not less than 9 inches measured between the vertical planes of the foremost projection of adjacent treads at the intersections with the walkline. \* \* \* \*

Decreases winder tread depth.

SECTION R318.7.6 exceptions are hereby amended to read as follows:

**Exceptions:**

1. The top landing of an interior stairway, including those in an enclosed garage, shall be permitted to be on the other side of a door located at the top of the stairway provided that the door does not swing over the stairs.

2. At an enclosed garage, the top landing at the stair shall be permitted to be not more than 8 inches below the top of the threshold.

3. At exterior doors, a top landing is not required for an exterior stairway with a total rise of less than 30 inches, provided that the door does not swing over the stairway.

**Increases the height requirement in exception 2.**

**SECTION R319.2.3** is hereby amended to add the following exception:

**Exception:** Below grade emergency escape and rescue windows shall have a maximum sill height of 48 inches.

**Increases the sill height for basement windows.**

**SECTION R319.4.2** is hereby amended to read as follows:

**R319.4.2 Ladder and steps.** Area wells with a vertical depth greater than 44 inches (1118 mm) shall be equipped with an approved, permanently affixed ladder or steps, usable with the window in the fully open position or shall be equipped with a permanently attached platform at least 30 inches by 16 inches. The maximum distance between the top of the window well and a platform shall be 42 inches and shall not impede the operation of the window. The ladder or steps shall not be obstructed by the emergency escape and rescue opening where the window or door is in the open position. Ladders and steps required by this section shall not be required to comply with Section R318.7.

**Provides additional options for egress window wells**

**SECTION R319.4.2.1** is hereby amended to add the following exception:

**Exception:** Terraced window wells with a maximum of 24 inches per vertical rise and minimum of 12 inches per horizontal projection on each level shall also be allowed.

**Provides additional options for egress window wells**

**SECTION R321.1.1** is hereby amended to read as follows:

**R321.1.1** Where required. Guards shall be provided for those portions of open-sided walking surfaces, including floors, stairs, ramps and landings that are located more than 30 inches (762 mm) measured vertically to the floor or grade below or to the bottom of any window well within 36 inches (914 mm) horizontally to the edge of the open side. Insect screening shall not be considered as a guard.

Adds additional requirements for guardrail locations.

Section R327.1 is hereby amended to read as follows:

**R327.1 Space required.** Fixtures shall be spaced in accordance with the requirements of the North Dakota State Plumbing Code and Figure R327.1, except for the clearance in front of the water closets and bidets, which shall be at least 24 inches.

Adds reference to the State Plumbing Code.

SECTION R328 is hereby amended to read as follows:

**R328 General.** The design and construction of pools and spas shall comply with Section 4-442 Item 6 of the City of West Fargo Ordinances.

References swimming pools, spas and hot tubs the the city ordinance.

SECTION R401.1 is hereby amended to read as follows:

**R401.1 Application.** The provisions of this chapter shall control the design and construction of the foundation and foundation spaces for buildings. In addition to the provisions of this chapter, the design and construction of foundations in flood hazard areas as established by Table R301.2 shall meet the provisions of the West Fargo Flood Proofing Code (Section 5-04) and any other applicable requirements of the City of West Fargo. Wood foundations shall be designed and installed in accordance with AWC PWF.

**Exception:** The provisions of this chapter shall be permitted ...

Makes reference to the flood proofing code.

SECTION R401.3 Exceptions are hereby deleted in its entirety:

Removes the foundation drainage exception requirements.

SECTION R403.1.4.1 is hereby amended to read as follows:

**R403.1.4.1 Frost protection.** Except where otherwise protected from frost, foundation walls, piers and other permanent supports of buildings and structures shall be protected from frost by one or more of the following methods:

1. Extended below the frost line ...

**Exceptions:**

1. Protection of freestanding *accessory structures* of light-frame construction shall not be required.
2. Protection of freestanding *accessory structures* with an area of 400 square feet (37 m<sup>2</sup>) or less, of other than light-frame construction shall not be required.
3. Uncovered decks need not be provided with footings that extend below the frost line.

Footings shall not bear on frozen soil unless the frozen condition is permanent.

Adds exceptions to frost propection requirements.

**SECTION R404.1.3.2** is hereby amended to read as follows:

**R404.1.3.2 Reinforcement for foundation walls.** Concrete foundation walls shall be laterally supported at the top and bottom. Horizontal reinforcement shall be provided in accordance with Table ~~R404.1.2(1)~~ R404.1.3.2(1). Vertical reinforcement shall be provided in accordance with Table R404.1.3.2(2), R404.1.3.2(3), R404.1.3.2(4), R404.1.3.2(5), R404.1.3.2(6), R404.1.3.2(7), ~~or~~ R404.1.3.2(8), or Table R404.1.3.2(10) and Figure R404.1.3.2(1) or Table R404.1.3.2(11) and Figure R404.1.3.2(2). Vertical reinforcement for flat *basement* walls retaining 4 feet (1219 mm) or more of unbalanced backfill is permitted to be determined in accordance with Table R404.1.3.2(9). For *basement* walls supporting above grade concrete walls, vertical reinforcement shall be the greater of that required by Tables R404.1.3.2(2) through R404.1.3.2(8) or by Section R608.6 for the above-grade wall. In buildings assigned to Seismic Design Category D0, D1 or D2, concrete foundation walls shall also comply with Section R404.1.4.2.

This section and the following tables and figures clarify the requirements for foundations.

**TABLE 404.1.3.2(10)** is hereby adopted as follows:

Table R404.1.3.2(10)

Foundation Wall Reinforcing

Active Pressure = 45pcf

<b>Minimum Reinforcement for Concrete Foundation Walls</b>		
Wall Height	Wall Thickness (t) inches	Vertical

(h) feet		Reinforcing
8	8	#4 @ 24" o.c. #5 @ 40" o.c.
	10	#4 @ 30" o.c. #5 @ 50" o.c.
9	8	#4 @ 18" o.c. #5 @ 28" o.c.
	10	#4 @ 24" o.c. #5 @ 36" o.c.
10	10	#4 @ 16" o.c. #5 @ 26" o.c.

Notes:

1. Chart is based on an active soil pressure of 45 pounds per cubic foot (pcf).
2. Reinforcing steel shall be ASTM A615 Fy – 60,000 pounds per square inch (psi).
3. The vertical reinforcing bars are to be located on the inside face.
4. Minimum concrete strength  $F_c^1 = 3,000$  pounds per square inch (psi).
5. Backfill shall not be placed until first floor framing and sheathing is installed and fastened or adequately braced and the concrete floor slab is in place or the wall is adequately braced.

TABLE 404.1.3.2(11) is hereby adopted as follows:

Table R404.1.3.2(11)

Foundation Wall Reinforcing

Active Pressure = 65 pcf

<b>Minimum Reinforcement for Concrete Foundation Walls</b>		
Wall Height (h) Feet	Wall Thickness (t) Inches	Vertical Reinforcing
8	8	#4 @ 18" o.c. #5 @ 26" o.c. #6 @ 40" o.c.
	10	#4 @ 24" o.c. #5 @ 36" o.c. #6 @ 52" o.c.
9	8	#4 @ 12" o.c. #5 @ 18" o.c. #6 @ 26" o.c.
	10	#4 @ 16" o.c. #5 @ 24" o.c. #6 @ 36" o.c.
10	10	#4 @ 12" o.c. #5 @ 18" o.c. #6 @ 24" o.c.

Notes:

1. Chart is based on an active soil pressure of 65 pounds per cubic foot (pcf).
2. Reinforcing steel shall be ASTM A615 Fy – 60,000 pounds per square inch (psi).
3. The vertical reinforcing bars are to be located on the inside face.
4. Minimum concrete strength  $F_c^1 = 3,000$  pounds per square inch (psi).
5. Backfill shall not be placed until first floor framing and sheathing is installed and fastened or adequately braced and the concrete floor slab is in place or the wall is adequately braced.

FIGURE 404.1.3.2(1) is hereby adopted as follows:

FIGURE R404.1.3.2(1)

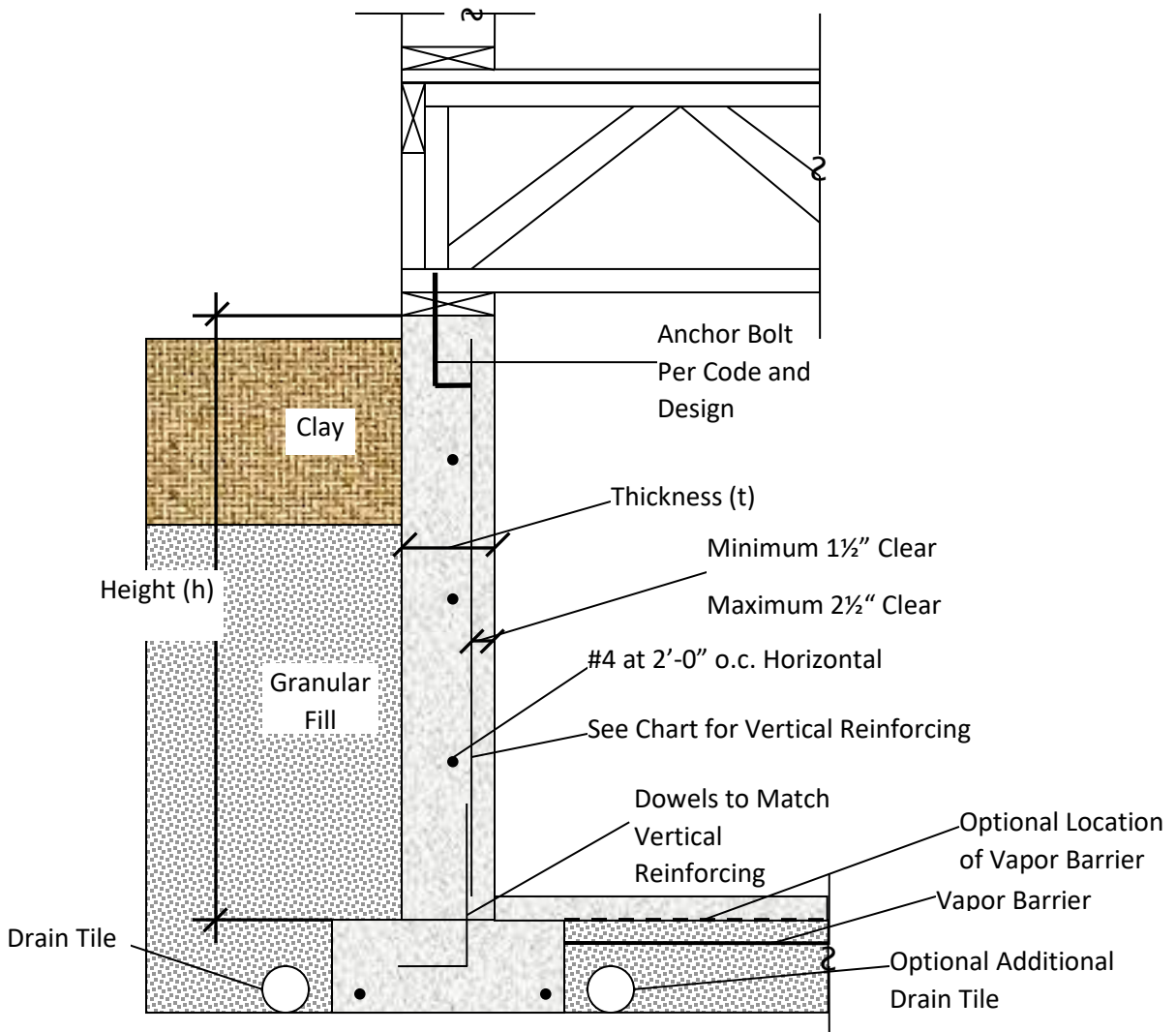
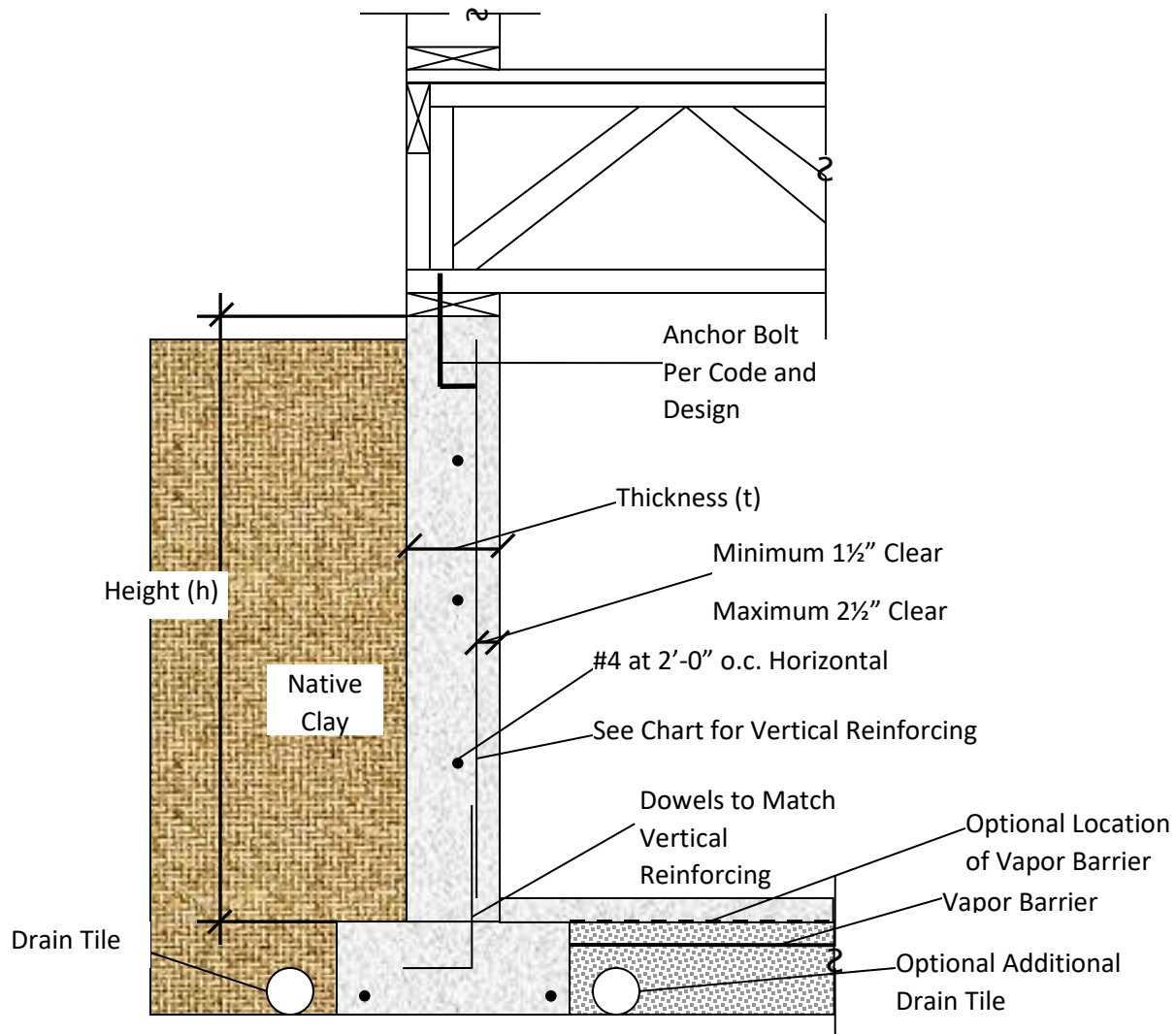


FIGURE 404.1.3.2(2) is hereby adopted as follows:

FIGURE R404.1.3.2(2)



SECTION R507.3 is hereby deleted in its entirety.

SECTION R507.3.1 is hereby deleted in its entirety.

SECTION R602.7.2 is hereby amended to read as follows:

**R602.7.2 Rim board headers.** Rim board header size, material and span shall be in accordance with Table R602.7(1). Rim board headers shall be constructed in accordance with Figure R602.7.2 and shall be supported at each end by full-height studs. Rim board headers supporting concentrated loads shall be designed in accordance with accepted engineering practice.

**SECTION R602.7.5** is hereby amended to read as follows:

**R602.7.5 Supports for headers.** Headers shall be supported on each end with one or more jack studs or with approved framing anchors in accordance with Table R602.7(1) or R602.7(2). The full-height stud adjacent to each end of the header shall be end nailed to each end of the header in accordance with Table R602.3(1).

*Alters the requirements for header supports*

**TABLE R602.7.5** is hereby deleted in its entirety.

*Removes the table for number of header support requirements*

**TABLE N1102.1.2 (R402.1.2)** is hereby amended to read as follows:

<b>TABLE N1102.1.2 (R402.1.2) MAXIMUM ASSEMBLY U-FACTORS<sup>a</sup> AND FENESTRATION REQUIREMENTS</b>			
<b>CLIMATE ZONE</b>	****	6	****
VERTICAL FENESTRATION U-FACTOR	****	0.32	****
SKYLIGHT U-FACTOR	****	0.5	****
GLAZED VERTICAL FENESTRATION SHGC	****	NR	****
SKYLIGHT SHGC	****	NR	****
CEILING U-FACTOR	****	0.026	****
INSULATION ENTIRELY ABOVE ROOF DECK	****	0.032	****
WOOD-FRAMED WALL U-FACTOR	****	0.057	****
MASS WALL U-FACTOR <sup>b</sup>	****	0.06	****
FLOOR U-FACTOR	****	0.033	****
BASEMENT WALL U-FACTOR	****	0.059	****
UNHEATED SLAB F-FACTOR <sup>e</sup>	****	0.48	****
HEATED SLAB F-FACTOR <sup>e</sup>	****	0.66	****

CRAWL SPACE WALL U-FACTOR	****	0.055	****
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(balance of table remains unchanged.)

**TABLE N1102.1.3 (R402.1.3)** is hereby amended to read as follows:

<b>TABLE N1102.1.3 (R402.1.3) INSULATION MINIMUM R-VALUES AND FENESTRATION REQUIREMENTS BY COMPONENT<sup>a</sup></b>			
<b>CLIMATE ZONE</b>	****	6	****
VERTICAL FENESTRATION U-FACTOR	****	0.32	****
SKYLIGHT U-FACTOR	****	0.5	****
GLAZED VERTICAL FENESTRATION SHGC	****	NR	****
SKYLIGHT SHGC	****	NR	****
CEILING R-VALUE	****	49	****
INSULATION ENTIRELY ABOVE ROOF DECK	****	30ci	****
WOOD-FRAMED WALL R-VALUE <sup>e,h</sup>	****	21 or 13 and 5ci	****
MASS WALL R-VALUE <sup>f</sup>	****	15/20	****
FLOOR R-VALUE <sup>h</sup>	****	30 or 19+7.5ci or 20ci	****
BASEMENT WALL R-VALUE <sup>b,e</sup>	****	15 or 10 ci	****
UNHEATED SLAB R-VALUE & DEPTH <sup>c</sup>	****	10ci, 4 ft	****
HEATED SLAB R-VALUE & DEPTH <sup>c</sup>	****	R-10ci, 4 ft and R-5 full slab	****
CRAWL SPACE WALL R-VALUE <sup>b,e</sup>	****	15ci or 19 or 13&5ci	****

(balance of table remains unchanged.)

Table N1102.5.1.1 (R402.5.1.1) is hereby amended to read as follows:

<b>TABLE N1102.5.1.1 (R402.5.1.1) AIR BARRIER, AIR SEALING AND INSULATION INSTALLATION<sup>a</sup></b>		
<b>COMPONENT</b>	<b>AIR BARRIER, AIR SEALING CRITERIA</b>	<b>INSULATION INSTALLATION CRITERIA</b>
****	****	****
Basement, crawl space and slab foundations	<p>Exposed earth in unvented crawl spaces shall be covered with a Class I vapor retarder/air barrier in accordance with Section N1102.2.11.</p> <p>Penetrations through concrete foundation walls and slabs shall be air sealed.</p> <p>Class 1 vapor retarders shall not be used as an air barrier on below-grade walls and shall be installed in accordance with Section R702.7.</p>	<p>Crawl space insulation, where provided instead of floor insulation, shall be installed in accordance with Section N1102.2.11.</p> <p>Conditioned basement foundation wall insulation shall be installed in accordance with Section N1102.2.9.1.</p> <p>Slab-on-grade floor insulation shall be installed in accordance with Section N1102.2.10.</p> <p>Exterior foundation insulation shall be covered and flashed to protect it from exposure to light and weather to a minimum of 6 inches (152 mm) below grade and be covered by a minimum 6-mil polyethylene slip sheet of the entire surface.</p>
****	****	****

(balance of table remains unchanged.)

**\*\*\*\***

The above tables are altered to past construction methods.

Section N1103.6.3 (R403.6.3) is hereby deleted in its entirety.

Removes the requirements for sealed air-handling units.

Section N1104.2 (R404.2) is hereby deleted in its entirety.

Removes interior lighting controls requirement.

Section N1104.3 (R404.3) is hereby deleted in its entirety.

Removes exterior lighting controls requirement.

TABLE N1106.5 (R406.5) is hereby amended to read as follows:

TABLE N1106.5 (R406.5) MAXIMUM ENERGY RATING INDEX		
CLIMATE ZONE	ENERGY RATING INDEX NOT INCLUDING OPP	ENERGY RATING INDEX WITH OPP
****	****	****
6	58	48
****	****	****

(balance of table remains unchanged.)

SECTION M1502.4.2 is hereby amended to read as follows:

**M1502.4.2 Duct installation.** Exhaust ducts shall be supported at intervals not to exceed 4 feet (3658 mm) and shall be secured in place. The insert end of the duct shall extend into the adjoining duct or fitting in the direction of airflow. Exhaust duct joints shall may be mechanically fastened. Ducts shall not be joined with screws. Where dryer exhaust ducts are enclosed in wall or ceiling cavities, such cavities shall allow the installation of the duct without deformation.

SECTION M1503.6 Exception is hereby deleted in its entirety:

Removes the makeup air requirements.

SECTION M1601.4.1 is hereby amended to read as follows:

**M1601.4.1 Joints, seams and connections.** Longitudinal and transverse joints, seams and connections in metallic and nonmetallic ducts shall be constructed ...

**Exceptions:**

1. Spray polyurethane foam shall be permitted to be applied without additional joint seals.
2. Where a duct connection is made that is partially inaccessible, three screws or rivets shall be equally spaced on the exposed portion of the joint so as to prevent a hinge effect.
3. For ducts having a static pressure classification of less than 2 inches of water column (500 Pa), additional closure systems shall not be required for continuously welded joints and seams and locking-type joints and seams.

**SECTION M2005.1** is hereby amended to read as follows:

**M2005.1 General.** Water heaters shall be installed in accordance with the North Dakota State Plumbing Code, the manufacturer's instructions and the requirements of this code. \*\*\*\*

**SECTION M2101.3** is hereby amended to read as follows:

**M2101.3 Protection of potable water.** The potable water system shall be protected from backflow in accordance with the provisions listed in the North Dakota State Plumbing Code.

**SECTION M2101.10** is hereby amended to read as follows:

**M2101.10. Tests.** New Hydronic piping systems shall be isolated and tested hydrostatically at a pressure of not less than 100 pounds per square inch (698 kPa). The duration of the test shall not be less than 15 min. Hydronic piping to be embedded in concrete shall be pressure tested and inspected prior to pouring concrete.

**SECTION M2103.3** is hereby amended to read as follows:

**M2103.3 Piping joints.** Copper and copper alloy systems shall be soldered in accordance with ASTM B 828. Fluxes for soldering shall be in accordance with ASTM B 813. Brazing fluxes shall be in accordance with AWS A5.31. Piping joints that are embedded shall be installed in accordance with the following requirements:

1. Steel pipe joints shall be welded.
2. Copper tubing shall be joined by brazing complying with the North Dakota State Plumbing Code.
3. Polybutylene pipe and tubing joints ...

**FIGURE G2407.6.1(1) [304.6.1(1)]** is hereby deleted in its entirety.

Removed to not allow ventilatetion air to be taken from the attic space.

**FIGURE G2407.6.1(2) [304.6.1(2)]** is hereby deleted in its entirety.

Removed to not allow ventilatetion air to be taken from the attic space.

**SECTION G2407.11 (304.11)** is hereby amended to read as follows:

**G2407.11 (304.11) Combustion air ducts.** *Combustion air* ducts shall comply with all of the following:

1. Ducts shall be constructed of galvanized steel complying with Chapter 16 or of a material having equivalent corrosion ...
5. Ducts shall not terminate in an attic space.
6. Horizontal upper *combustion air* ducts shall not slope downward ...

**SECTION G2413.6 (402.6)** is hereby amended to read as follows:

**G2413.6 (402.6) Allowable pressure drop.** The design pressure loss in any *pipng system* under maximum probable flow conditions, from the *point of delivery* to the inlet connection of the *appliance*, shall be such that the supply pressure at the *appliance* is greater than or equal to the minimum pressure required by the *appliance* but such pressure loss shall not be greater than 0.5 inch water column for gas pipe systems operating at less than 2 psi.

**SECTION G2417.4.1 (406.4.1)** is hereby amended to read as follows:

**G2417.4.1 (406.4.1) Test pressure.** The test pressure to be used shall be not less than 1 1/2 times the proposed maximum working pressure, but not less than 25 psig, irrespective of design pressure. Where the test pressure exceeds 125 psig (862 kPa gauge), the test pressure shall not exceed a value that produces a hoop stress in the *pipng* greater than 50 percent of the specified minimum yield strength of the pipe.

**SECTION G2425.12 (501.12)** is hereby amended to read as follows:

**G2425.12 (501.12) Residential and low-heat appliances flue lining systems.** *Flue lining* systems for use with residential-type and low-heat *appliances* shall be limited to the following:

1. Clay *flue lining* complying with the requirements of ASTM C 315 or equivalent when each appliance connected into the masonry chimney has a minimum input rating of greater than 400,000 Btu/h. Clay *flue lining* shall be installed in accordance with Chapter 10.
2. *Listed chimney* lining systems complying with UL 1777.
3. Other *approved* materials that will resist, without cracking, softening or corrosion, *flue gases* and *condensate* at temperatures up to 1,800°F (982°C).

- a. Aluminum (1100 or 3003 alloy or equivalent) not less than 0.032 inches up to 8 inches in diameter.
- b. Stainless steel (304 or 430 alloy or equivalent) not less than 26 gauge (0.018 inches thick) to 8 inches in diameter or not less than 24 gauge (0.024 inches thick) 8 inches in diameter and larger.
- c. When a metal liner other than a listed chimney liner, a condensation drip tee shall be installed and supported in an approved manner.

**SECTION G2427.5.2 (503.5.3)** is hereby amended to read as follows:

**G2427.5.2 (503.5.3) Masonry chimneys.** Masonry *chimneys* shall be built and installed in accordance with NFPA 211 and shall be lined as per Section G2424.12.

Exception: Masonry *chimney* flues serving *listed* ...

**SECTION G2439.7.2 (614.8.2)** is hereby amended to read as follows:

**G2439.7.2 (614.8.2) Duct installation.** Exhaust ducts shall be supported at 4-foot (1219 mm) intervals and secured in place. The insert end of the duct shall extend into the adjoining duct or fitting in the direction of airflow. Ducts shall not be joined with screws. Where dryer exhaust ducts are enclosed in wall or ceiling cavities, such cavities shall allow the installation of the duct without deformation.

**SECTION G2442.4 (618.4)** is hereby amended to read as follows:

**G2442.4 (618.4) Screen.** Required outdoor air inlets shall be covered with a screen having 1/4-inch (6.4 mm) openings. Required outdoor air inlets serving a nonresidential portion of a building shall be covered with screen having openings larger than 1/4 inch but not larger than 1/2 inch.

**CHAPTERS 25 THROUGH 43** are hereby deleted in their entirety.

**APPENDIX BE - Radon Control Methods** is hereby adopted in its entirety and incorporated herein by reference, subject to the following amendments:

**BE101.1 General.** This appendix contains requirements for new construction in jurisdictions where radon-resistant construction is required.

**Figure BE101.1 and Table BE101.1** are hereby deleted in their entirety.

\* \* \* \*

**BE103.1 General.** The following construction techniques are intended to resist radon entry and prepare the building for post-construction radon mitigation, if

necessary (see Figure BE103.1). These techniques are required in areas where designated by the jurisdiction. All potential entry routes, including but not limited to joints, penetrations, gaps, cracks, and openings, shall be cleared of debris and sealed.

\* \* \* \*

The Exception in **BE103.2(2) Subfloor preparation** is hereby deleted in its entirety.

\* \* \* \*

**Section BE103.3 Soil-gas-retarder** is hereby deleted in its entirety.

**Section BE103.4 Entry routes** is hereby deleted in its entirety.

**Section BE103.4.1 Floor openings** is hereby deleted in its entirety.

**Section BE103.4.2 Concrete joints** is hereby deleted in its entirety.

**Section BE103.4.3 Condensate drains** is hereby deleted in its entirety.

**Section BE103.4.4 Sumps** is hereby deleted in its entirety.

**Section BE103.4.5 Foundation walls** is hereby deleted in its entirety.

**Section BE103.4.6 Dampproofing** is hereby deleted in its entirety.

**Section BE103.4.7 Air handling units** is hereby deleted in its entirety.

**Section BE103.4.8 Ducts** is hereby deleted in its entirety.

**Section BE103.4.9 Crawl space floors** is hereby deleted in its entirety.

**Section BE103.4.10 Crawl space access** is hereby deleted in its entirety.

\* \* \* \*

**Section BE104.1 Testing** is hereby deleted in its entirety.

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

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

ATTEST:

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City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1275

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0801, AND TO REPEAL AND REENACT SECTION 5-0802 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL EXISTING BUILDING CODE.

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

SECTION 1. Section 5-0801 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0801. ADOPTION OF INTERNATIONAL EXISTING BUILDING CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Existing Building Code, recommended and compiled by the International Code Council, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Existing Building Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2021~~ 2024 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0802 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0802. AMENDMENT TO INTERNATIONAL EXISTING BUILDING CODE. The International Existing Building Code, as adopted in Section 5-0801, is hereby changed and amended as follows:

**SECTION 101.1 is hereby amended to read as follows:**

**101.1 Title.** These regulations shall be known as the Existing Building Code of the City of West Fargo hereinafter referred to as “this code.”

Fills in the blank with “Thes City of West Fargo”.

**SECTION 103.1 is hereby amended to read as follows:**

**103.1 Creation of agency.** The City of West Fargo Inspections Department is hereby created, and the official in charge thereof shall be known as the code

official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

Fills in the blank with “Inspections Department”.

**SECTION 104.2.4.1 is hereby deleted in its entirety.**

Removes reference to flood hazard areas.

**SECTION R104.8** is hereby amended to read as follows:

**[A] 104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION R104.8.1** is hereby amended to read as follows:

**R104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City’s insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

Clarifies the Liability and Legal Defense Section.

**SECTION 105.2** is hereby amended to read as follows:

**105.2 Work exempt from permit.** Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

**Building:**

1. Sidewalks and driveways not more than 30 inches (762 mm) above grade and not over any basement or story below and that are not part of an accessible route.
2. Painting, papering, tiling ... ..
6. Nonfixed and movable cases, counters and partitions not over 5 feet 9 inches (1753 mm) in height.
7. Reroofing.
8. Window Replacement.

Lists items that don't need a building permit, sidewalks and driveway are permitted separately add reroofing is added.

**SECTION 109.3.3 is hereby deleted in its entirety.**

Removes reference to flood hazard areas.

**SECTION 109.3.10 is hereby deleted in its entirety.**

Removes reference to flood hazard areas.

**SECTION 112 is hereby deleted in its entirety.**

Removes the means of appeals section as it is addressed elsewhere in this ordinance

**SECTION 201.3 is hereby amended to add the following:**

**201.3 Terms defined in other codes.** Where terms are not defined in this code and are defined in the other *International Codes*, such terms shall have the meanings ascribed to them in those codes.

Wherever the term “International Plumbing Code” and/or the “International Private Sewage Disposal Code” is used in this Code, it shall mean the North Dakota State Plumbing Code. Wherever the term “ICC Electrical Code” is used in this Code, it shall mean the National Electric Code together with the North Dakota State Wiring Standards. Wherever the term “Flood Hazard Area” is used, it shall mean the West Fargo Flood Plain Management ordinance together with the Flood Proofing Code of the city of West Fargo, North Dakota.

Changes the reference to the International Electrical Code and the International Plumbing Code to the ND State Electrical Code and the ND State Plumbing Code.

**SECTION 1401.2 is hereby amended by adding a new second paragraph to read as follows:**

**1401.2 Conformance.** Buildings to be moved within this jurisdiction shall comply with provisions of this Chapter. Buildings to be moved into this jurisdiction shall comply with the provisions of the International Codes for new buildings and shall be certified as to that compliance by an agency approved by the code official.

Clarifies the requirements for building code conformance for buildings move within and building moved into the jurisdiction.

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

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

ATTEST:

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City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1265

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0101, AND TO REPEAL AND REENACT SECTION 5-0102 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL BUILDING CODE.

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

SECTION 1. Section 5-0101 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0101. ADOPTION OF INTERNATIONAL BUILDING CODE. The erection, construction, enlargement, alteration, repair, moving, removal, demolition, conversion, occupancy, equipment, use, height, area, and maintenance of buildings or structures in the City of West Fargo, North Dakota, shall meet with the provisions of the rules and regulations of the ~~2021~~ 2024 edition of the International Building Code, of the International Code Council as the same are now established in said code, a copy of which is on file in the office of the building inspector for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions in the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Building Code; and the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, as so modified, for use and application in the City of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2021~~ 2024 edition of the International Building Code may be adopted by the City by resolution.

SECTION 2. Section 5-0102 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0102. MODIFICATION OF INTERNATIONAL BUILDING CODE. The International Building Code as adopted in Section 5-0101 is hereby changed and amended as follows:

**SECTION 101.1** is hereby amended to read as follows:

[A] **101.1 Title**. These regulations shall be known as the *Building Code* of City of West Fargo, hereinafter referred to as “this code.”

**SECTION 101.4.3** is hereby amended to read as follows:

[A] **101.4.3 Plumbing**. The provisions of the North Dakota State Plumbing Code shall apply to the installation, *alteration, repair* and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system. The provisions of the North Dakota State Plumbing Code shall apply to private sewage disposal systems.

**SECTION 103.1** is hereby amended to read as follows:

[A] **103.1 Creation of enforcement agency**. The Inspections Department is hereby created and the official in charge thereof shall be known as the building official. The

function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

**SECTION 104.8** is hereby amended to read as follows:

**[A] 104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION 104.8.1** is hereby amended to read as follows:

**[A]104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City's insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

**SECTION 104.10.1** is hereby deleted in its entirety.

**SECTION 105.2** is hereby amended to read as follows:

**[A] 105.2 Work exempt from permit.** Exemptions ...

**Building:**

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area is not greater than 120 square feet (11 m<sup>2</sup>).
2. Fences not over 8.5 feet (2591 mm) high.
3. Oil derricks. ...
6. Sidewalks and driveways. ...
11. Swings and other playground equipment.
12. Window awnings.

13. Non-fixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches (1753 mm) in height.

14. Reroofing.

**SECTION 107.2.6.1** is hereby deleted in its entirety.

**SECTION 107.3.1** is hereby amended to read as follows:

**[A] 107.3.1 Approval of construction documents.** When the *building official* issues a *permit*, the *construction documents* shall be *approved*, in writing or by stamp, as “Reviewed for Code Compliance.” One set of *construction documents* so reviewed shall be retained by the *building official*

**SECTION 109.2** is hereby amended to read as follows:

**[A] 109.2 Schedule of permit fees.** Where a permit is required, a fee for each *permit and plan review* shall be paid as required, in accordance with the schedule as established by the Board of City Commissioners. The plan review fees specified in this subsection are separate from, and in addition to, permit fees. When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items as defined in Section 107.3.4.1, an additional plan review fee shall be charged in an amount not to exceed 50% of the building permit fee established in Section 109.2.

**SECTION 113** is hereby deleted in its entirety.

**SECTION 201.3** is hereby amended to read as follows:

**201.3 Terms defined in other codes.** Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Whenever electrical or plumbing codes are referenced by the International Code Council (ICC) in the International Building Code, International Residential Code, International Mechanical Code, International Fuel Gas Code, International Energy Conservation Code, International Existing Building Code, it shall mean the most recent versions of the National Electrical Code and the North Dakota State Wiring Standards adopted by the North Dakota State Electrical Board and the most recent versions of the Uniform Plumbing Code and the Laws, Rules and Plumbing Installation Standards of North Dakota adopted by the North Dakota State Plumbing Board.

**SECTION 305.2** is hereby amended to read as follows:

**305.2 Group E, day care facilities.** This group includes buildings and structures or portions thereof occupied by more than twelve children older than 2 1/2 years of age who receive educational, supervision or *personal care services* for fewer than 24 hours per day.

**SECTION 305.2.2** is hereby amended to read as follows:

**305.2.2 Twelve or fewer children.** A facility having five or fewer children receiving such day care shall be classified as part of the primary occupancy.

**SECTION 305.2.3** is hereby amended to read as follows:

**305.2.3 Twelve or fewer children in a dwelling unit.** A facility such as the above within a *dwelling unit* and having twelve or fewer children receiving such day care shall be classified as a Group R-3 occupancy or shall comply with the *International Residential Code*.

**SECTION 308.5** is hereby amended to read as follows:

**308.5 Institutional Group I-4, day care facilities.** Institutional Group I-4 occupancy shall include buildings and structures occupied by more than twelve persons of any age who receive *custodial care* for fewer than 24 hours per day by persons other than parents or guardians, relatives by blood, marriage or adoption, and in a place other than the home of the person cared for. This group shall include, but not be limited to, the following:

Adult day care  
Child day care

**SECTION 308.5.1** is hereby amended to read as follows:

**308.5.1 Classification as Group E.** A child day care facility that provides care for more than twelve but not more than 100 children 2 1/2 years or less of age, where the rooms in which the children are cared for are located on a *level of exit discharge* serving such rooms and each of these child care rooms has an *exit* door directly to the exterior, shall be classified as Group E.

**SECTION 308.5.3** is hereby amended to read as follows:

**308.5.3 Twelve or fewer persons receiving care.** A facility having twelve or fewer persons receiving *custodial care* shall be classified as part of the primary occupancy.

**SECTION 308.5.4** is hereby amended to read as follows:

**308.5.4 Twelve or fewer persons receiving care in a dwelling unit.** A facility such as the above within a *dwelling unit* and having twelve or fewer persons receiving *custodial care* shall be classified as a Group R-3 occupancy or shall comply with the *International Residential Code*.

**SECTION 406.3.2.1** is hereby amended to read as follows:

**406.3.2.1 Dwelling unit separation.** The private garage shall be separated from the *dwelling unit* and its *attic* area by means of gypsum board, not less than 1/2 inch (12.7 mm) in thickness, applied to the garage side. Garages beneath habitable rooms shall be separated from all habitable rooms above by not less than a 5/8-inch (15.9 mm) Type X gypsum board or equivalent and 1/2-inch (12.7 mm) gypsum board applied to structures supporting the separation from habitable rooms above the garage. Door openings between a private garage and the *dwelling unit* shall be equipped with either solid wood doors or solid or honeycomb core steel doors not less than 13/8 inches (34.9 mm) in thickness, or

doors in compliance with Section 716.2.2.1 with a fire protection rating of not less than 20 minutes.

**SECTION 706.6** is hereby amended to read as follows:

**706.6 Vertical continuity.** *Fire walls* shall extend from the foundation to a termination point not less than 30 inches (762 mm) above both adjacent roofs.

**Exceptions:**

1. Stepped buildings in accordance with Section 706.6.1.
2. Two-hour ...
6. Buildings with sloped roofs in accordance with Section 706.6.2.
7. Fire walls installed within detached structures of Group U or Group S-2 occupancies may terminate at the underside of the roof sheathing provided such walls are not required to be fire-resistive construction due to proximity to the property lines.

**SECTION 903.3.1** is hereby amended to read as follows:

[F]903.3.1 Standards. Automatic sprinkler systems shall be designed with a 5 psi safety margin and installed in accordance with Section 903.3.1.1 unless otherwise permitted by Sections 903.3.1.2 and 903.3.1.3 and other chapters of this code, as applicable.

**SECTION 903.3.1.1** is hereby amended to read as follows:

[F] **903.3.1.1 NFPA 13 sprinkler systems.** Where the provisions of this code require that a building or portion thereof be equipped throughout with an *automatic sprinkler system* in accordance with this section, sprinklers shall be installed throughout in accordance with NFPA 13 except as provided in Sections 903.3.1.1.1 and 903.3.1.1.2. Sprinkler heads in unoccupied mall tenant spaces may be installed at ceiling height if allowed by the code official. Permission will be granted on an individual basis. Combustible storage shall not be allowed in these unoccupied tenant spaces if sprinkler heads are installed at the ceiling height. Signage shall be provided where required.

**SECTION 903.3.1.1.1** is hereby amended to read as follows:

**903.3.1.1.1 Exempt locations.**

\* \* \* \*

6. Elevator machine room and machinery spaces. Where sprinklers are not installed in elevator machine rooms, shunt trip required in accordance with IBC 3005.5 shall not be installed.

**SECTION 905.1** is hereby amended to read as follows:

[F] **905.1 General.** Standpipe systems shall be provided in new buildings and structures in accordance with Sections 905.2 through 905.10. In buildings used for high-piled

combustible storage, fire protection shall be in accordance with the *International Fire Code*.

**Exception:** The installation of fire hose on standpipes may be omitted when approved by the fire code official. Approved standpipe hose valves and connection shall be provide where required.

**SECTION 907.2.11.1** is hereby amended to read as follows:

**[F] 907.2.11.2 Group R-1.** Single- or multiple-station smoke alarms shall be installed in all of the following locations in Group R-1:

1. In sleeping areas.
2. In every room in the path of the *means of egress* from the sleeping area to the door leading from the *sleeping unit*.
3. In each *story* within the *sleeping unit*, including basements. For *sleeping units* with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full *story* below the upper level.
4. In dwelling units where the ceiling height of a room open to the hallway serving the sleeping rooms exceeds that of the hallway by 24 inches (610 mm) or more, smoke detectors shall be installed in the hallway and in the adjacent room.

**SECTION 907.2.11.2** is hereby amended to read as follows:

**[F] 907.2.10.2 Groups R-2, R-3, R-4 and I-1.** Single or multiple-station smoke alarms shall be installed and maintained in Groups R-2, R-3, R-4 and I-1 regardless of *occupant load* at all of the following locations:

1. On the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms.
2. In each room used for sleeping purposes.
3. In each *story* within a *dwelling unit*, including basements but not including crawl spaces and uninhabitable *attics*. In *dwellings* or *dwelling units* with split levels and without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full *story* below the upper level.
4. In dwelling units where the ceiling height of a room open to the hallway serving the sleeping rooms exceeds that of the hallway by 24 inches (610 mm) or more, smoke detectors shall be installed in the hallway and in the adjacent room.

**SECTION 1003.3.1** is hereby amended to read as follows:

**1003.3.1 Headroom.** Protruding objects are permitted to extend below the minimum ceiling height required by Section 1003.2 where a minimum headroom of 80 inches (2032 mm) is provided over any circulation paths, including walks, *corridors*, *aisles* and

passageways. Not more than 50 percent of the ceiling area of a *means of egress* shall be reduced in height by protruding objects.

**Exception:** Door closers, overhead doorstops, frame stops, power door operators and electromagnetic door locks shall be permitted to project into the door opening height not lower than 78 inches (1980 mm) above the floor.

An approved barrier shall be provided where the vertical clearance above a *circulation path* is less than 80 inches (2032 mm) high above the finished floor. A portion of such a barrier shall be located 27 inches (686 mm) maximum above the finished floor.

**SECTION 1009.8.1** is hereby amended to read as follows:

**1009.8.1 System requirements.** Two-way communication systems shall provide communication between each required location and the fire command center or a central control point location approved by the fire department. Where the central control point is not a constantly attended location, the two-way communication system shall have timed, automatic telephone dial-out capability that provides two-way communication with an approved supervising station. The two-way communication system shall include both audible and visible signals.

**SECTION 1011.1** is hereby amended to read as follows:

**1011.1 General.** *Stairways* serving occupied portions of a building shall comply with the requirements of Sections 1011.2 through 1011.13. *Alternating tread devices* shall comply with Section 1011.14. Ships ladders shall comply with Section 1011.15. Ladders shall comply with Section 1011.16.

**Exceptions:**

1. Within rooms or spaces used for assembly purposes, stepped aisles shall comply with Section 1030.
2. In B, F, M, S or U occupancies, a stairway that is private and not open to the public that serves an area of 750 square feet or less, shall have a maximum riser height of 8 inches, a minimum thread depth of 9 inches, a minimum width of 36 inches, and shall have at least one handrail that terminates at the top and bottom riser. All other requirements of section 1014 shall apply.

**SECTION 1011.5.2** is hereby amended to read as follows:

**1011.5.2 Riser height and tread depth.** *Stair* riser ...

... treads at the intersections with the walk line and a minimum tread depth of 10 inches (254 mm) within the clear width of the *stair*.

**Exceptions:**

1. *Spiral stairways* ...
3. In Group R-3 occupancies; within dwelling units in Group R-2 occupancies not required by Chapter 11 to be Accessible or Type A dwelling or sleeping units; and

in Group U occupancies that are accessory to a Group R-3 occupancy or accessory to individual dwelling units in Group R-2 occupancies; the maximum riser height shall be 8 inches (203.2 mm); the minimum tread depth shall be 9 inches (228.6 mm); the minimum winder tread depth at the walkline shall be 10 inches (254 mm); and the minimum winder tread depth shall be 6 inches (152mm). A nosing projection not less than ¾ inch (19.1 mm) but not more than 1 ¼ inches (32 mm) shall be provided on stairways with solid risers where the tread depth is less than 11 inches (279 mm). ...

5. In Group I-3 facilities, *stairways* providing access to guard towers, observation stations and control rooms, not more than 250 square feet (23 m<sup>2</sup>) in area, shall be permitted to have a maximum riser height of 8 inches (203 mm) and a minimum tread depth of 9 inches (229 mm).

6. Stairways used only to attend equipment or private stairways serving an occupant load of 10 or fewer persons and which are not accessible to the public are permitted to have a maximum 8 inch riser height and minimum 9 inch tread depth.

**SECTION 1011.11** is hereby amended to read as follows:

**1011.11 Handrails.** *Stairways* shall have *handrails* on each side and shall comply with Section 1014. Where glass is used to provide the *handrail*, the *handrail* shall comply with Section 2407.

**Exceptions:**

1. *Stairways* within ...

6. Stairways used only to attend equipment or private stairways serving an occupant load of 10 or fewer persons and which are not accessible to the public. Handrail is required on one side.

7. Vehicle service pit stairways are exempt from the rules for stairway railings and guards if they would prevent a vehicle from moving into a position over the pit.

**SECTION 1015.2** is hereby amended to read as follows:

**1015.2 Where required.** *Guards* shall be located along open-sided walking surfaces, including *mezzanines*, *equipment platforms*, *aisles*, *stairs*, *ramps* and landings that are located more than 30 inches (762 mm) above the floor or grade below or if within 36 inches (914 mm) horizontally to the edge of the open side the vertical measurement to the floor or grade below is greater than 48 inches. *Guards* shall be adequate in strength and attachment in accordance with Section 1607.9.

**SECTION 1104.4** is hereby amended to read as follows:

**1104.4 Multistory buildings and facilities.** At least one *accessible route* shall connect each *accessible story* and *mezzanine* in multilevel buildings and *facilities*.

**Exceptions:**

1. An *accessible route* is not required to *stories, basements, mezzanines* and occupied roofs that have an area of not more than 3,000 square feet (278.7 m<sup>2</sup>), or are in a building 2 stories or less above the grade plane and are located above or below accessible levels. This exception shall not apply to:

1.1. Multiple tenant facilities of Group M occupancies ...

**SECTION 1202.1** is hereby amended to read as follows:

**1202.1 General.** Buildings shall be provided with natural ventilation in accordance with Section 1202.5, or mechanical ventilation in accordance with the *International Mechanical Code*.

**SECTION 1206** is hereby deleted in its entirety.

**SECTION 1403.6** is hereby deleted in its entirety.

**SECTION 1403.7** is hereby deleted in its entirety.

**SECTION 1601.1** is hereby amended to read as follows:

**1601.1 Scope.** The provisions of this chapter shall govern the structural design of buildings, structures and portions thereof.

It shall not be the responsibility of the building official to determine engineering requirements of this code. Exclusive of the conventional light-framing wood construction provisions referenced in Section 2308, the method to resist loads as referenced in this chapter is the responsibility of a structural engineer or other qualified design professional.

**SECTION 1610.1** is hereby amended to read as follows:

**1610.1 General.** Foundation walls and retaining walls...

**Exception:** Foundation walls extending not more than 9 feet (3251 mm) below grade and laterally supported at the top by flexible diaphragms shall be permitted to be designed for active pressure.

**SECTION 1804.4** is hereby amended to read as follows:

**1804.4 Site grading.** Surface drainage shall be diverted to a storm sewer conveyance or other approved point of collection. Lots shall be graded to drain surface water away from foundation walls.

The procedure used to establish the final ground level adjacent to the foundation shall account for additional settlement of the backfill.

**SECTION 1809.5** is hereby amended to read as follows:

**1809.5 Frost protection.** Except where otherwise protected from frost, foundations and other permanent supports of buildings and structures shall be protected from frost by one or more of the following methods:

1. Extending below the frost line of the locality.
2. Constructing in accordance with ASCE 32.
3. Erecting on solid rock.

**Exception:** Free-standing unheated buildings used as Group U or S occupancies for the storage of private or pleasure-type motor vehicles constructed in accordance with Sections 406.1 and 406.3 meeting all of the following conditions shall not be required to be protected:

1. Assigned to *Risk Category I*.
2. Eave height of 20 feet or less.
3. Building is not normally occupied.

Shallow foundations shall not bear on frozen soil unless such frozen condition is of a permanent character.

**SECTION 2901.1** is hereby amended to read as follows:

**[P] 2901.1 Scope.** The provisions of this chapter and the North Dakota State Plumbing Code shall govern the design, construction, erection and installation of plumbing components, appliances, equipment and systems used in buildings and structures covered by this code. Toilet and bathing rooms shall be constructed in accordance with Section 1210. Private sewage disposal systems shall conform to the North Dakota State Plumbing Code. The International Fire Code, the International Property Maintenance Code and the North Dakota State Plumbing Code shall govern the use and maintenance of plumbing components, appliances, equipment and systems. The International Existing Building Code and the North Dakota State Plumbing Code shall govern the alteration, repair, relocation, replacement and addition of plumbing components, appliances, equipment and systems.

**SECTION 2902.3** is hereby amended to add the following exception:

**Section 2902.3 Employee and public toilet facilities. \* \* \* \***

**Exception:** Public toilet facilities shall not be required for:

\* \* \* \*

3. Unheated self-storage facilities that are not staffed.

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:

ORDINANCE NO. 1269

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0901, AND TO REPEAL AND REENACT SECTION 5-0902 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL ENERGY CONSERVATION CODE.

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

SECTION 1. Section 5-0901 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0901. ADOPTION OF INTERNATIONAL ENERGY CONSERVATION CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Energy Conservation Code, recommended and compiled by the International Code Council, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Energy Conservation Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2021~~ 2024 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0902 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0902. AMENDMENT TO INTERNATIONAL ENERGY CONSERVATION CODE. The International Energy Conservation Code, as adopted in Section 5-0901, is hereby changed and amended as follows:

**IECC – COMMERCIAL PROVISIONS**

**SECTION C101.1** is hereby amended to read as follows:

**C101.1 Title.** This code shall be known as the *International Energy Conservation Code* of City of West Fargo, and shall be cited as such. It is referred to herein as “this code.”

**SECTION C103.1** is hereby amended to read as follows:

**C103.1 Creation of agency.** The City of West Fargo Inspections Department is hereby created, and the official in charge thereof shall be known as the code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

**SECTION C105.6.2** is hereby amended to delete number 3 regarding compliance documentation.

**SECTION C109** is hereby deleted in its entirety.

**SECTION C201.3** is hereby amended to read as follows:

**Section C201.3 Terms defined in other codes.** Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Whenever electrical or plumbing codes are referenced by the International Code Council (ICC) in the International Building Code, International Residential Code, International Mechanical Code, International Fuel Gas Code, International Energy Conservation Code, International Existing Building Code, it shall mean the most recent versions of the National Electrical Code and the North Dakota State Wiring Standards adopted by the North Dakota State Electrical Board and the most recent versions of the Uniform Plumbing Code and the Laws, Rules and Plumbing Installation Standards of North Dakota adopted by the North Dakota State Plumbing Board.

**SECTION C405.12** is hereby deleted in its entirety.

**SECTION C405.13** is hereby deleted in its entirety.

**SECTION C405.15** is hereby deleted in its entirety.

**SECTION C406.1.2** is hereby deleted in its entirety.

**SECTION C406.3** is hereby deleted in its entirety.

**SECTION C502.3.8** is hereby deleted in its entirety.

#### **IECC – RESIDENTIAL PROVISIONS**

**SECTION R101.1** is hereby amended to read as follows:

**R101.1 Title.** This code shall be known as the *International Energy Conservation Code* of City of West Fargo, and shall be cited as such. It is referred to herein as “this code.”

**SECTION R103.1** is hereby amended to read as follows:

**R103.1 Creation of agency.** The City of West Fargo Inspections Department is hereby created, and the official in charge thereof shall be known as the code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

**SECTION R109** is hereby deleted in its entirety.

**SECTION R201.3** is hereby amended to read as follows:

**Section R201.3 Terms defined in other codes.** Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Whenever electrical or plumbing codes are referenced by the International Code Council (ICC) in the International Building Code, International

Residential Code, International Mechanical Code, International Fuel Gas Code, International Energy Conservation Code, International Existing Building Code, it shall mean the most recent versions of the National Electrical Code and the North Dakota State Wiring Standards adopted by the North Dakota State Electrical Board and the most recent versions of the Uniform Plumbing Code and the Laws, Rules and Plumbing Installation Standards of North Dakota adopted by the North Dakota State Plumbing Board.

**TABLE R402.1.2** is hereby amended to read as follows:

<b>TABLE R402.1.2 MAXIMUM ASSEMBLY U-FACTORS<sup>a</sup> AND FENESTRATION REQUIREMENTS</b>			
<b>CLIMATE ZONE</b>	****	6	****
VERTICAL FENESTRATION U-FACTOR	****	0.32	****
SKYLIGHT U-FACTOR	****	0.5	****
GLAZED VERTICAL FENESTRATION SHGC	****	NR	****
SKYLIGHT SHGC	****	NR	****
CEILING U-FACTOR	****	0.026	****
INSULATION ENTIRELY ABOVE ROOF DECK	****	0.032	****
WOOD-FRAMED WALL U-FACTOR	****	0.057	****
MASS WALL U-FACTOR <sup>b</sup>	****	0.06	****
FLOOR U-FACTOR	****	0.033	****
BASEMENT WALL U-FACTOR	****	0.059	****
UNHEATED SLAB F-FACTOR <sup>c</sup>	****	0.48	****
HEATED SLAB F-FACTOR <sup>c</sup>	****	0.66	****
CRAWL SPACE WALL U-FACTOR	****	0.055	****

(balance of table remains unchanged.)

TABLE R402.1.3 is hereby amended to read as follows:

<b>TABLE R402.1.3 INSULATION MINIMUM R-VALUES AND FENESTRATION REQUIREMENTS BY COMPONENT<sup>a</sup></b>			
<b>CLIMATE ZONE</b>	****	6	****
VERTICAL FENESTRATION U-FACTOR	****	0.32	****
SKYLIGHT U-FACTOR	****	0.5	****
GLAZED VERTICAL FENESTRATION SHGC	****	NR	****
SKYLIGHT SHGC	****	NR	****
CEILING R-VALUE	****	49	****
INSULATION ENTIRELY ABOVE ROOF DECK	****	30ci	****
WOOD-FRAMED WALL R-VALUE <sup>e,h</sup>	****	21 or 13 and 5ci	****
MASS WALL R-VALUE <sup>f</sup>	****	15/20	****
FLOOR R-VALUE <sup>h</sup>	****	30 or 19+7.5ci or 20ci	****
BASEMENT WALL R-VALUE <sup>b,e</sup>	****	15 or 10 ci	****
UNHEATED SLAB R-VALUE & DEPTH <sup>c</sup>	****	10ci, 4 ft	****
HEATED SLAB R-VALUE & DEPTH <sup>c</sup>	****	R-10ci, 4 ft and R-5 full slab	****
CRAWL SPACE WALL R-VALUE <sup>b,e</sup>	****	15ci or 19 or 13&5ci	****

(balance of table remains unchanged.)

TABLE R402.5.1.1 is hereby amended to read as follows:

TABLE N1102.5.1.1 (R402.5.1.1) AIR BARRIER, AIR SEALING AND INSULATION INSTALLATION <sup>a</sup>		
COMPONENT	AIR BARRIER, AIR SEALING CRITERIA	INSULATION INSTALLATION CRITERIA
****	****	****
Basement, crawl space and slab foundations	<p><u>Exposed earth in unvented crawl spaces shall be covered with a Class I vapor retarder/air barrier in accordance with Section N1102.2.11.</u></p> <p>Penetrations through concrete foundation walls and slabs shall be air sealed.</p> <p><u>Class 1 vapor retarders shall not be used as an air barrier on below-grade walls and shall be installed in accordance with Section R702.7.</u></p>	<p><u>Crawl space insulation, where provided instead of floor insulation, shall be installed in accordance with Section N1102.2.11.</u></p> <p><u>Conditioned basement foundation wall insulation shall be installed in accordance with Section N1102.2.9.1.</u></p> <p><u>Slab-on-grade floor insulation shall be installed in accordance with Section N1102.2.10.</u></p> <p>Exterior foundation insulation shall be covered and flashed to protect it from exposure to light and weather to a minimum of 6 inches (152 mm) below grade and be covered by a minimum 6-mil polyethylene slip sheet of the entire surface.</p>
****	****	****

(balance of table remains unchanged.)

SECTION R403.6.3 is hereby deleted in its entirety.

SECTION R404.2 is hereby deleted in its entirety.

SECTION R404.3 is hereby deleted in its entirety.

TABLE R406.5 is hereby amended to read as follows:

TABLE N1106.5 (R406.5) MAXIMUM ENERGY RATING INDEX		
CLIMATE ZONE	ENERGY RATING INDEX NOT INCLUDING OPP	ENERGY RATING INDEX WITH OPP
****	****	****
6	58	48
****	****	****

(balance of table remains unchanged.)

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

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

ATTEST:

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City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1270

AN ORDINANCE TO AMEND AND REENACT SECTION 6-0101, AND TO REPEAL AND REENACT SECTION 6-0103 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL FIRE CODE.

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

SECTION 1. Section 6-0101 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

6-0101. ADOPTION OF INTERNATIONAL FIRE CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, the provisions of the Code known as the International Fire Code, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said Code, save and except such portions as are hereinafter deleted, modified, or amended by ordinance, or in accordance with other provisions of this title. A copy of said Code is on file in the office of the Chief of the ~~volunteer~~ fire department of the City of West Fargo, and the same is hereby adopted and incorporated as fully as if set out in length herein, and from the date on which this ordinance shall take effect, the provisions thereof shall be controlling within the limits of the City as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2021~~ 2024 edition of the International Fire Code may be adopted by the City by resolution. The International Fire Code is also adopted as part of the International Building Code of the City of West Fargo. Fees for the permits and activities authorized under this chapter shall be set by resolution of the City Commission, a copy of which will be available during regular business hours at the City Auditor's office.

SECTION 2. Section 6-0103 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

6-0103. MODIFICATIONS TO INTERNATIONAL FIRE CODE. The International Fire Code is hereby changed and amended as follows:

**Section 101.1 is amended to read as follows:**

**101.1 Title.** These regulations shall be known as the *Fire Code* of the city of West Fargo, hereinafter referred to as "this code."

**Section 103.1 is amended to read as follows:**

**103.1 Creation of Agency.** The West Fargo Fire Department is hereby created and the official in charge thereof shall be known as the fire code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

**Section 104.8 is amended to read as follows:**

**104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION 104.8.1 is hereby amended to read as follows:**

**104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City's insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

**Section 105.5.1 is hereby deleted in its entirety.**

**Section 105.5.2 is hereby deleted in its entirety**

**Section 105.5.4 is hereby deleted in its entirety**

**Section 105.5.6 is hereby deleted in its entirety**

**Section 105.5.7 is hereby deleted in its entirety**

**Section 105.5.8 is hereby deleted in its entirety**

**Table 105.5.9 is amended to read as follows:**

**Table 105.5.9 Permit Amounts for Compressed Gases.**

Carbon dioxide used in carbon dioxide enrichment systems 4375  
(500 lbs.)

Carbon dioxide used in insulated liquid carbon dioxide beverage  
dispensing applications 4375 (500 lbs.)

**Section 105.5.10 is hereby deleted in its entirety.**

**Section 105.5.12 is hereby deleted in its entirety**

**Section 105.5.13 is hereby deleted in its entirety**

**Section 105.5.14 is hereby deleted in its entirety**

**Section 105.5.17 is hereby deleted in its entirety**

**Section 105.5.18 Subsection 2 is hereby amended in part to read as follows:**

\*\*\*\*

2. To store, handle or use Class 1A liquids in excess of 30 gallons, Class 1B liquids in excess of 60 gallons, Class 1C liquids in excess of 90 gallons in a building or outside of a building, except that a permit is not required for the following:

3. To store, handle or use Class II or Class IIIA liquids in excess of 120 gallons in a building or in excess of 120 gallons outside a building, except for fuel oil used in connection with oil-burning equipment.

\*\*\*\*

**Section 105.5.19 is hereby deleted in its entirety.**

**Section 105.5.20 is hereby deleted in its entirety.**

**Section 105.5.21 is hereby deleted in its entirety**

**Section 105.5.25 Subsections 1, 5, and 6 are hereby deleted in their entirety.**

**Section 105.5.26 is hereby deleted in its entirety.**

**Section 105.5.27 is hereby deleted in its entirety.**

**Section 105.5.29 is hereby deleted in its entirety.**

**Section 105.5.33 is hereby deleted in its entirety.**

**Section 105.5.34 is hereby deleted in its entirety.**

**Section 105.5.35 is hereby deleted in its entirety.**

**Section 105.5.37 is hereby deleted in its entirety.**

**Section 105.5.38 is amended to read as follows:**

**105.5.38 Open flames and candles.** An operational permit is required to use open flames or candles in connection with assembly areas, dining areas of restaurants or drinking establishments. For purposes of this provision, churches shall not be

deemed to be assembly areas and shall not be required to obtain a permit to utilize candles in religious ceremonies.

**Section 105.5.39 is hereby deleted in its entirety**

**Section 105.5.42 is hereby deleted in its entirety.**

**Section 105.5.43 is hereby deleted in its entirety.**

**Section 105.5.46 is hereby deleted in its entirety.**

**Section 105.5.47 is hereby deleted in its entirety.**

**Section 105.5.48 is hereby deleted in its entirety.**

**Section 105.5.51 is amended to read as follows:**

**Section 105.5.51 Temporary membrane structures and tents.** An operational permit is required to operate an air-supported temporary membrane structure, a temporary special event structure, or a tent having an area in excess of 400 square feet (37m<sup>2</sup>) for the purposes of assembly.

**Section 105.5.53 is hereby deleted in its entirety.**

**Section 105.5.54 is hereby deleted in its entirety.**

**Section 105.5.55 is hereby deleted in its entirety.**

**Section 105.5.56 is hereby deleted in its entirety.**

**Section 105.5.57 is hereby deleted in its entirety.**

**Section 105.6.3 is hereby deleted in its entirety.**

**Section 105.6.6 is hereby deleted in its entirety.**

**Section 105.6.8 is hereby deleted in its entirety.**

**Section 105.6.11 is hereby deleted in its entirety.**

**Section 105.6.12 is hereby deleted in its entirety.**

**Section 105.6.13 is hereby deleted in its entirety.**

**Section 105.6.14 is hereby deleted in its entirety.**

**Section 105.6.16 is hereby amended to read as follows:**

**105.6.16 LP-gas.** A construction permit is required for installation of or modification to an LP-gas system with a single container in excess of 2000 gallons water capacity or the aggregate capacity of containers is more than 4000 gallons in water capacity.

**Section 105.6.17 is hereby deleted in its entirety.**

**Section 105.6.18 is hereby deleted in its entirety.**

**Section 105.6.19 is hereby deleted in its entirety.**

**Section 105.6.20 is hereby deleted in its entirety.**

**Section 105.6.21 is hereby deleted in its entirety.**

**Section 105.6.22 is hereby deleted in its entirety.**

**Section 105.6.24 is hereby deleted in its entirety.**

**Section 105.6.25 is hereby deleted in its entirety.**

**Section 106.4 is hereby amended as follows:**

**106.4 Retention of construction documents.** One set of construction documents shall be retained by the fire code official for a period of not less than 180 days from date of completion of the permitted work, or as required by state or local laws.

**Section 113.4 is amended in part to read as follows:**

**113.4 Violation penalties.**

.... shall be guilty of an infraction. Every person, firm or corporation violating an ordinance which is punishable as an infraction shall be punished by a fine not to exceed \$1,000.00; the court to have power to suspend said sentence and to revoke the suspension thereof.

**Section 203.4.2 is hereby amended to read as follows:**

**203.4.2 Group E, day care facilities.** This group includes buildings and structures or portions thereof occupied by more than ~~five~~ twelve children older than 2 ½ years of age who receive educational, supervision or personal care services for fewer than 24 hours per day.

**Section 203.4.2.2 is hereby amended to read as follows:**

**203.4.2.2 Five Twelve or fewer children.** A facility having ~~five~~ twelve or fewer children receiving such day care shall be classified as part of the primary occupancy.

**Section 203.4.2.3 is hereby amended to read as follows:**

**203.4.2.3 Five Twelve or fewer children in a dwelling unit.** A facility such as the above within a dwelling unit and having ~~five~~ twelve or fewer children receiving such day care shall be classified as a Group R-3 occupancy or shall comply with the International Residential Code.

**Section 203.7.4 is hereby amended to read in part as follows:**

**203.7.4 Institutional Group I-4 Daycare facilities.** Institutional Group I-4 occupancy shall include buildings and structures occupied by more than ~~five~~ twelve persons of any age who receive custodial care for fewer than 24 hours per day by persons other than parents or guardians; relatives by blood, marriage or adoption; and in a place other than the home of the person cared for. This group shall include, but not be limited to, the following:

Adult day care

Child day care

**Section 203.7.4.1 is hereby amended to read in part as follows:**

**203.7.4.1 Classification as a Group E.** Every child day care facility that provides care for more than ~~five~~ twelve but not more than 100 children 2 ½ years or less of age, where the rooms in which the children are cared for are located on a level of exit discharge serving such rooms and each of these child care rooms has an exit door directly to the exterior, shall be classified as Group E.

**Section 203.7.4.3 is hereby amended to read as follows:**

**203.7.4.3 Five Twelve or fewer persons receiving care.** A facility having ~~five~~ twelve or fewer persons receiving custodial care shall be classified as part of the primary occupancy.

**Section 203.7.4.4 is hereby amended to read as follows:**

**Section 203.7.4.4 Five Twelve or fewer persons receiving care in a dwelling unit.** A facility such as the above within a dwelling unit having ~~five~~ twelve or fewer persons receiving custodial care shall be classified as a Group R-3 occupancy or shall comply with the International Residential Code.

**Section 304.1.1 is amended to read as follows:**

**304.1.1 Valet trash.** Valet trash collection shall not be permitted. Trash and recycling materials shall not be placed in the corridor of Group R occupancies.

**Section 307.1.1 is amended to read as follows:**

**307.1.1 Prohibited open burning.** *Open burning* shall be prohibited when atmospheric conditions or local circumstances make such fires hazardous. All open burning, including recreational fires, is banned when the fire index is at the high, very high or extreme level and any time during a red flag warning.

**Section 308.3 is amended by adding the following subsection 1.4 to exception 1:**

**308.3 Group A Occupancies.** Open-flame devices shall not be used in a Group A occupancy.

**Exceptions:**

1. Open-flame devices are allowed to be used in the following situations, provided *approved* precautions are taken to prevent ignition of a combustible material or injury to occupants:

\*\*\*\*

1.4 Open-flame devices for food warming.

\*\*\*\*

**Section 503.4 is amended to read as follows:**

**503.4 Obstruction of fire apparatus access roads.** Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 and 503.2.2 shall be maintained at all times.

**Section 507.5.4 Obstruction is amended to read as follows:**

**507.5.4 Obstruction.** Unobstructed access to fire hydrants shall be maintained at all times. The fire department shall not be deterred or hindered from gaining immediate access to fire protection equipment or fire hydrants. An approved hydrant marker shall be installed immediately adjacent to the rear of the hydrant.

**Section 806.1.1 is amended by adding the following exception:**

For purposes of this provision, churches shall not be deemed public buildings and may utilize natural or resin bearing cut trees in the altar area of the church. No electric lighting is allowed on the tree.

**Section 903.3.1 is amended to read as follows:**

**903.3.1 Standards.** Sprinkler systems shall be designed with a 5-psi safety margin and installed in accordance with Sections 903.3.1.1, 903.3.1.2 or 903.3.1.3 and other chapters of this code, as applicable.

**Section 903.3.1.1.1 Exempt locations is amended by adding the following exception:**

6. Elevator machine room and machinery spaces. Where sprinklers are not installed in elevator machine rooms, shunt trip required in accordance with IBC 3005.5 shall not be installed. The exemption to this is for hoist ways that are enclosed, noncombustible, and do not contain combustible hydraulic fluid.

**Section 903.3.5 Water Supplies is amended to read as follows:**

**903.3.5 Water supplies.** Water supplies for automatic sprinkler systems shall comply with this section and the standards referenced in Section 903.3.1. The potable water supply shall be protected against backflow in accordance with the requirements of this section and the International Plumbing Code. For connections to public waterworks systems, the water supply test used for design of fire protection systems shall be adjusted to account for seasonal and daily pressure fluctuations based on information from the water supply authority and as approved by the fire code official. Underground water supply piping shall be constructed of a material allowed by West Fargo Water Department and shall be allowed to extend into the building through the slab or wall not more than 24 inches.

**Section 907.8.3 is hereby deleted in its entirety.**

**Section 1009.8.1 is hereby amended to read as follows:**

**1009.8.1 System requirements.** Two-way communication systems shall provide communication between each required location and the fire command center or a central control point location *approved* by the fire department. Where the central control point is not constantly attended, a two-way communication system shall have a timed automatic telephone dial-out capability that provides two-way communication with an *approved* supervising station. The two-way communication system shall include both audible and visible signals. Systems shall be listed in accordance with UL 2525 and installed in accordance with NFPA 72.

**Section 1011.1 Exceptions are hereby amended to read as follows:**

Within rooms or spaces used for assembly purposes, stepped *aisles* shall comply with Section 1030.

A stairway complying with section 1011 except where in a B, F, M, S or U that serves an area of 750 sf or less, and is not open to the public, that has a maximum

riser height of 8 inches and a minimum tread depth of 9 inches, has a minimum width of 36 inches and has at least one handrail that terminates at the top and bottom riser and otherwise complies with section 1014.

**Exception 3, 6 of Section 1011.5.2** is amended in part to read as follows:

In Group R-3 occupancies; within dwelling units in Group R-2 occupancies; and in Group U occupancies that are accessory to a Group R-3 occupancy or accessory to individual dwelling units in Group R-2 occupancies; the maximum riser height shall be 8 inches; the minimum tread depth shall be 9 inches;

6. Stairways used only to attend equipment or private stairways serving an occupant load of 10 or fewer persons and which are not accessible to the public are permitted to have a maximum 8-inch riser height and minimum 9 tread depth.

**Section 1103.2** is hereby deleted in its entirety.

**Section 1103.5.1** is hereby deleted in its entirety.

**Section 1103.5.3** is hereby deleted in its entirety.

**Section 1103.5.4** is hereby deleted in its entirety.

**Section 2303.1** is amended by adding the following **Subsection 7**:

7. On new installations, dispensing devices used to fill portable containers with home heating fuels shall not be located on the same island where Class I liquids are dispensed.

**Section 3107.2 General** is amended to read as follows:

**3107.2 General.** Outdoor assembly events with planned attendance exceeding 1,000 people shall be in accordance with this section and Section 403.12. Temporary structures erected for outdoor assembly events shall comply with this chapter.

**Section 3303.1** is amended to read as follows:

**3303.1 Program development and maintenance.** The *owner* or *owner's* authorized agent shall be responsible for the development, implementation and maintenance of an *approved*, written *site safety plan* establishing a fire prevention program at the project site applicable throughout all phases of the construction, repair, *alteration* or demolition work. When required by the fire code official, the plan shall be submitted and *approved* before a building permit is issued, . . .

**Section 4104.2** is amended to read as follows:

**4104.2 Open-flame cooking devices.** Charcoal burners and other open-flame cooking devices shall not be operated on combustible balconies or decks or within 10 feet (3048 mm) of combustible construction.

**Exceptions:**

1. One- and two-family *dwelling*s.
2. Where buildings, balconies and decks are protected by an *automatic sprinkler system*.
3. LP-gas cooking devices having LP-gas container with a water capacity not greater than 47.8 pounds [nominal 20 pounds (9 kg) LP-gas capacity].

**Section 5704.2.9.6.1** is amended to read as follows:

**5704.2.9.6.1 Locations where above-ground tanks are prohibited.** Storage of Class I and II liquids in above-ground tanks outside of buildings is prohibited within the limits established by law as set forth in the fire code adoption ordinance or other regulation adopted by the jurisdiction. Above-ground tanks, with a capacity exceeding 660 gallons in individual capacity or 1,320 gallons in aggregate capacity, outside of buildings shall be installed only in areas zoned industrial or limited industrial and shall be located at least 300 feet from all non-industrial zoned districts.

Exception: Above-ground tanks containing a class II liquid directly connected to a fuel burning appliance shall not exceed 1,320 gallons in all non-industrial zoned districts.

Above-ground tanks used for dispensing outside of buildings in all non-industrial zoned districts shall not exceed 660 gallons in individual capacity or 1,320 gallons in aggregate capacity, and shall be *listed* and *labeled* as protected above-ground tanks in accordance with UL 2085.

**Section 5704.2.13.1.4** is amended by adding the following **Subsection 7** to:

7. Site assessment is required to determine if there are any spills, leaks, or discharge from the tank system. Records of site assessment shall be kept on the site of tank location.

**The exception to Section 5705.3.7.5.1** is amended to read as follows:

**Exception:**

1. Where natural ventilation can be shown to be effective for the materials used, dispensed or mixed.
2. When approved by the chief, continuous ventilation may be provided for one complete air change per hour, if supplemented with mechanical ventilation designed to provide for a complete air change six times per

hour. The non-continuous ventilation equipment and any lighting fixtures shall be operated by the same switch located outside of the door.

**Section 5806.2 is amended to read as follows:**

**5806.2 Limitations** Storage of flammable *cryogenic fluids* in stationary containers outside of buildings is prohibited within the limits established by law as the limits of districts in which such storage is prohibited. Stationary containers shall be installed only in areas zoned industrial or limited industrial and shall be located at least 300 feet from all non-industrial zoning districts.

**Section 6103.2.1.6 is amended to read as follows:**

**6103.2.1.6 Use with self-contained torch assemblies.** Portable LP-gas containers are allowed to be used to supply *approved* self-contained torch assemblies or similar appliances. Such containers shall not exceed a water capacity of 12 pounds.

**Section 6104.2 is amended to read as follows:**

**6104.2 Maximum capacity within established limits.** Within the limits established by law restricting the storage of liquefied petroleum gas for the protection of heavily populated or congested areas, the aggregate capacity of any one installation shall not exceed 2,000 gallons (7570 L). Unprotected tanks with a water capacity exceeding 2,000 gallons shall be installed only in areas zoned industrial or limited industrial and shall be located at least 300 feet from all non-industrial zoning districts.

**Appendix B "Fire-Flow Requirements for Buildings" is adopted and enacted in its entirety.**

**Appendix C "Fire Hydrant Locations and Distribution" is adopted and enacted in its entirety.**

**Appendix D "Fire Apparatus Access Roads" is adopted and enacted in its entirety.**

**D103.1 is hereby deleted in its entirety.**

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

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

ATTEST:

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City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1271

AN ORDINANCE TO AMEND AND REENACT SECTION 7-0106, AND TO REPEAL AND REENACT SECTION 7-0107 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL MECHANICAL CODE.

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

SECTION 1. Section 7-0106 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

7-0106. STANDARDS ADOPTED. The following standards are hereby adopted for all heating, air conditioning and other gas, oil, or coal consuming appliances within the City limits of West Fargo, as well as for any area within the extraterritorial zoning jurisdiction of the City.

1. All heating, air conditioning, or other gas, oil, or coal consuming appliances for either domestic or commercial use installed in the City of West Fargo shall bear a seal of approval from the American Gas Association, American Standards Association, Underwriters Laboratories, or other nationally recognized testing laboratory.

2. ~~The provisions of the International Mechanical Code, sponsored by the International Code Council, 2021 edition, is hereby adopted as the mechanical code. Any amendments to the 2021 edition of the International Mechanical Code may be adopted by the City by resolution.~~

The International Mechanical Code, sponsored by the International Code Council, 2024 Edition, is hereby adopted as the mechanical code for the city of West Fargo from the date on which this ordinance shall take effect, the provisions thereof shall be controlling within the limits of the city, and within the extra-territorial zoning jurisdiction of the city.

SECTION 2. Section 7-0107 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

7-0107. MODIFICATIONS TO INTERNATIONAL MECHANICAL CODE. The International Mechanical Code, as adopted in Section 7-0106(2), is hereby changed and amended as follows:

**SECTION 101.1 is hereby amended to read as follows:**

**101.1 Title.** These regulations shall be known as the *Mechanical Code* of the City of West Fargo, hereinafter referred to as “this code.”

**SECTION 103.1 is hereby amended to read as follows:**

**103.1 Creation of Agency.** The City of West Fargo Inspections Department is hereby created and the official in charge thereof shall be known as the Inspections Administrator. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

**SECTION 104.8 is hereby amended to read as follows:**

**104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION R104.8.1 is hereby amended to read as follows:**

**R104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City's insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

**SECTION 105.4.7 is hereby deleted in its entirety.**

**SECTION 108.2 is hereby amended as follows:**

**108.2 Schedule of permit fees.** Where work requires a permit, a fee for each permit and mechanical work shall be paid as required, in accordance with the schedule as established by the City of West Fargo Board of City Commissioners.

**SECTION 108.6 is hereby amended as follows:**

**108.6.1 Refunds.** The code official is authorized to establish a refund policy, which is as follows:

1. The full amount of any fee paid hereunder which was erroneously paid or collected.
2. Not more than eighty (80) percent of the permit fee paid where work has not been done under a permit issued in accordance with this code.
3. Not more than eighty (80) percent of the plan review fee paid where an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan review effort has been expended.

The code official shall not authorize the refunding of any fee paid, except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

**SECTION 113 is hereby deleted in its entirety:**

**SECTION 114.4 is hereby amended as follows:**

**[A] 114.4 Violation penalties.** Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter or repair mechanical work in violation of the *approved construction documents* or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law.

**SECTION 201.3 is hereby amended to read as follows:**

**201.3 Terms defined in other codes.** Where terms are not defined in this code and are defined in the *International Building Code, International Fire Code, International Fuel Gas Code, National Electrical Code and the North Dakota State Wiring Standards* or the *North Dakota State Plumbing Code*, such terms shall have meanings ascribed to them as in those codes.

**SECTION 305.4 is hereby amended read as follows:**

**305.4 Interval of support.** Piping shall be supported at distances not exceeding the spacing specified in Table 305.4, or in accordance with ANSI/MSS SP-58. In addition to the requirements of Table 305.4, piping and tubing shall be supported within 2 feet (610 mm) of every bend or angle.

**SECTION 307.2.2** is hereby amended to read as follows:

**307.2.2 Drain pipe materials and sizes.** Components of the condensate disposal system shall be ABS, cast iron, copper and copper alloy, CPVC, cross-linked polyethylene, galvanized steel, PE-RT, polyethylene, polypropylene, PVC or PVDF pipe or tubing. Components shall be selected for the pressure and temperature rating of the installation. Joints and connections shall be made in accordance with the applicable provisions of the North Dakota State Plumbing Code relative to the material type. Condensate waste and drain line size shall be not less than 3/4-inch (19 mm) pipe size and shall not decrease in size from the drain pan connection to the place of condensate disposal. Where the drain pipes from more than one unit are manifold together for condensate drainage, the pipe or tubing shall be sized in accordance with Table 307.2.2.

**SECTION 701.3** is hereby added as follows:

**701.3 Attic space.** Attic space shall not be used for combustion air.

**SECTION 908.5** is hereby amended as follows:

**908.5 Water supply.** Cooling towers, evaporative coolers and fluid coolers shall be provided with an approved water supply, sized for peak demand. The quality of water shall be provided in accordance with the equipment manufacturer's recommendations. The piping system and protection of the potable water supply system shall be installed as required by the *North Dakota State Plumbing Code*.

**SECTION 1008.2** is hereby amended to read as follows:

**1008.2 Discharge.** Blow off valves shall discharge to a safe place of disposal. Where discharging to the drainage system, the installation shall conform to the North Dakota State Plumbing Code.

**SECTION 1208.1** is hereby amended to read as follows:

**Section 1208.1 General.** New hydronic piping shall be isolated and tested hydrostatically at no less than 100 psi (689 kPa). The duration of the test shall be not less than 15 minutes.

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

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

ATTEST:

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City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1272

AN ORDINANCE TO AMEND AND REENACT SECTION 7-0201, AND TO REPEAL AND REENACT SECTION 7-0202 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL FUEL GAS CODE.

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

SECTION 1. Section 7-0201 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

7-0201. ADOPTION OF INTERNATIONAL FUEL GAS CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Fuel Gas Code, recommended and compiled by the International Code Council, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Fuel Gas Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2021~~ 2024 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 7-0202 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

7-0202. AMENDMENT TO INTERNATIONAL FUEL GAS CODE. The International Fuel Gas Code, as adopted in Section 7-0201, is hereby changed and amended as follows:

**SECTION 101.1 is hereby amended to read as follows:**

**101.1 Title.** These regulations shall be known as the *International Fuel Gas Code* of the City of West Fargo, hereinafter referred to as “this code.”

**SECTION 103.1 is hereby amended to read as follows:**

**103.1 Creation of Agency.** The City of West Fargo Inspections Department is hereby created and the official in charge thereof shall be known as the Inspections Administrator. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

**SECTION 104.8 is hereby amended to read as follows:**

**104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION R104.8.1 is hereby amended to read as follows:**

**R104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City's insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

**SECTION 105.5.7 is hereby deleted in its entirety.**

**SECTION 108.2 is hereby amended as follows:**

**108.2 Schedule of permit fees.** Where work requires a permit, a fee for each permit shall be paid as required, in accordance with the schedule as established by the City of West Fargo Board of City Commissioners.

**SECTION 108.6 is hereby amended as follows:**

**108.6 Refunds.** The code official is authorize to order the refunding of fees as follows.

1. The full amount of any fee paid hereunder which was erroneously paid or collected.
2. Not more than eighty [80] percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.

3. Not more than eighty [80] percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan review effort has been expended.

The code official shall not authorize the refunding of any fee paid, except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

**SECTION 113 is hereby deleted in their entirety.**

**SECTION 113.4 is hereby amended as follows:**

**[A] 108.4 Violation penalties.** Persons who shall violate a provision of this code, fail to comply with any of the requirements thereof or erect, install, alter or repair work in violation of the *approved construction documents* or directive of the code official, or of a permit or certificate issued under the provisions of this code, shall be subjected to penalties as prescribed by law.

**SECTION 201.3 is hereby amended to read as follows:**

**201.3 Terms defined in other codes.** Where terms are not defined in this code and are defined in the *International Building Code, International Fire Code, International Fuel Gas Code, National Electrical Code and the North Dakota State Wiring Standards* or the *North Dakota State Plumbing Code*, such terms shall have meanings ascribed to them as in those codes.

**SECTION 304.6.1 is hereby amended to read as follows:**

**304.6.1 Two-permanent-openings method.** Two permanent openings, one commencing within ...

Where directly communicating with the outdoors, or where communicating with the outdoors through vertical ducts, each opening shall have a minimum free area of 1square inch per 4,000 Btu/h (550 mm<sup>2</sup>/kW) of total input rating of all appliances in the enclosure.

Where communicating ...

**Figure 304.6.1 (1) is hereby deleted in its entirety:**

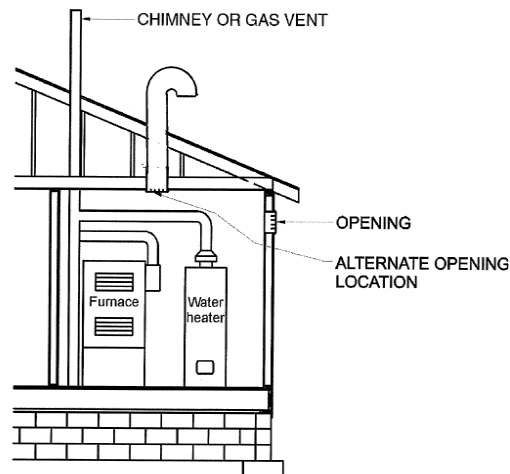
**Figure 304.6.1 (2) is hereby deleted in its entirety:**

**SECTION 304.6.2 is hereby amended to read as follows:**

**304.6.2 One-permanent-opening method.** One permanent opening, commencing within 12 inches (305 mm) of the top of the enclosure, shall be provided. The *appliance* shall have clearances of at least 1 inch (25 mm) from the sides and back

and 6 inches (152 mm) from the front of the *appliance*. The opening shall directly communicate with the outdoors or through a vertical or horizontal duct to the outdoors, (see Figure 304.6.2) and shall have a minimum free area of 1 square inch per 3,000 Btu/h (734mm<sup>2</sup>/kW) of the total input rating of all appliances located in the enclosure and not less than the sum of the areas of all vent connectors in the space.

**Figure 304.6.2 is hereby amended to reference to an alternate opening location as shown.**



**SECTION 304.11 is hereby amended as follows:**

**304.11 Combustion air dusts.** *Combustion air* dusts shall ...

1. Ducts shall ...
5. Ducts shall not terminate in an attic space.
6. Horizontal upper ...

**SECTION 403.13 is hereby added as follows:**

**403.13 Other materials.** Material not covered by the standards specifications listed herein shall be investigated and tested to determine that it is safe and suitable for the proposed service, and, in addition, shall be recommended for that service by the manufacturer and shall be *approved* by the code official. Listed LPG hose may be used with natural gas when used for temporary heating at a maximum length of 50 feet.

**SECTION 406.4 is hereby amended to read as follows:**

**406.4 Test pressure measurement.** Test pressure shall be measured with a manometer or with a pressure-measuring device designed and calibrated to read,

record, or indicate a pressure loss caused by leakage during the pressure test period. The source of pressure shall be isolated before the pressure tests are made. Dial gauges used to measure test pressures shall be performed with gauges of 2 psi incrimination or less and have a range not exceeding 100 psi unless otherwise approved.

**SECTION 406.4.1 is hereby amended to read as follows:**

**406.4.1 Test pressure.** The test pressure to be used shall be no less than 1 1/2 times the proposed maximum working pressure, but not less than 25 psig irrespective of design pressure. Where the test pressure exceeds 125 psig (862 kPa gauge), the test pressure shall not exceed a value that produces a hoop stress in the piping greater than 50 percent of the specified minimum yield strength of the pipe.

**SECTION 408.2 is hereby amended to read as follows:**

**408.2 Drips.** Where wet gas exists, a drip shall be provided at any point in the line of pipe where condensate could collect.

**SECTION 411.2 is hereby amended to read as follows:**

**411.2 Manufactured home connections.** Manufactured homes shall be connected to the distribution *piping* system by *listed* and *labeled* connectors in compliance with ANSI Z21.75/CSA 6.27 and installed in accordance with the manufacturer's installation instructions.

**SECTION 501.12 is hereby amended to read as follows:**

**501.12 Residential and low-heat appliances flue lining systems.** Flue lining systems for use with residential-type and low-heat appliances shall be limited to the following:

1. Clay flue lining complying with the requirements of ASTM C 315 or equivalent when each appliance connected into the masonry chimney has a minimum input rating greater than 400,000 Btu/h. Clay flue lining shall be installed in accordance with the *International Building Code*.
2. *Listed* chimney lining systems complying with UL1777.
3. Other *approved* materials that will resist, without cracking, softening or corrosion, flue gases and condensate at temperatures up to 1,800°F (982°C).
  - a. Aluminum (1100 or 3003 alloy or equivalent) not less than 0.032 inches thick to 8 inches diameter.
  - b. Stainless steel (304 or 430 alloy or equivalent) not less than 26 gauge (0.018 inches thick) to 8 inches diameter or not less

than 24 gauge (0.024 inches thick) 8 inches diameter and larger.

When a metal liner is used other than a listed chimney liner a condensation drip tee shall be installed and supported in an approved manner.

**SECTION 503.5.3 is hereby amended to read as follows:**

**503.5.3 Masonry chimneys.** Masonry chimneys shall be built and installed in accordance with NFPA 211 and shall be lined as per sec. 501.12.

**SECTION 503.5.6.1 is hereby amended to read as follows:**

**503.5.6.1 Chimney lining.** Chimneys shall be lined in accordance with NFPA 211 and Section 501.12.

**Exception:** Where an existing chimney complies with Sections 503.5.6 through-503.5.6.3 and its sizing is in accordance with Section 503.5.5, its continued use shall be allowed when, in more than one appliance venting system the secondary appliance, such as a water heater, is replaced and the primary heating appliance remains.

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

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

ATTEST:

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City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1273

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0501, AND TO REPEAL AND REENACT SECTION 5-0202 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL PROPERTY MAINTENANCE CODE.

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

SECTION 1. Section 5-0501 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0501. ADOPTION OF INTERNATIONAL PROPERTY MAINTENANCE CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Property Maintenance Code, recommended and compiled by the International Code Council, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Property Maintenance Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota. Provided, that any amendments of the ~~2021~~ 2024 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0502 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0502. AMENDMENT TO INTERNATIONAL PROPERTY MAINTENANCE CODE. The International Property Maintenance Code, as adopted in Section 5-0501, is hereby changed and amended as follows:

**SECTION 101.1 is hereby amended to read as follows:**

**101.1 Title.** These regulations shall be known as the *Property Maintenance Code* of the City of West Fargo, hereinafter to as “this code.”

**SECTION 102.3 is hereby amended to read as follows:**

**102.3 Application of other codes.** Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of all applicable ordinances adopted by the City of West Fargo.

**SECTION 103.1 is hereby amended to read as follows:**

**103.1 Creation of agency.** The city of West Fargo Inspections Department is hereby created and the official in charge thereof shall be known as the code official. The function of the agency shall be the implementation, administration and enforcement of the provisions of “this code”.

**SECTION 105.7 is hereby amended to read as follows:**

**105.7 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION 105.7.1 is hereby amended to read as follows:**

**105.7.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City’s insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

**SECTION 106 is hereby deleted in their entirety.**

**SECTION 111.1 exceptions are hereby amended to read as follows:**

**111.1 General. \* \* \* \***  
**\* \* \* \***

3. Boarding the building up for future repair shall not extend beyond one year, unless approved by the building official.
4. Upon completion of demolition, sufficient filling and grading shall be done to bring the area of demolition up to the same level as the existing yard. Frozen fill is not allowed.

**SECTION 201.3 is hereby amended to add the following:**

**201.3 Terms defined in other codes.** Where terms are not defined in this code and are defined in the *International Building Code, International Existing Building Code, International Fire Code, International Fuel Gas Code, International Mechanical Code, International Plumbing Code, International Residential Code,* or NFPA 70, such terms shall have meanings ascribed to them as in those codes.

Throughout this code, wherever reference is made to the International Plumbing Code it shall mean the North Dakota State Plumbing Code and ND Admin. Code Section 62-03.1-01. Throughout this code, wherever reference is made to the NFPA 70 it shall mean the National Electrical Code and Chapter 43-09 of the North Dakota State Wiring Standards.

**SECTION 302.4 is hereby amended to read as follows:**

**302.4 Weeds.** All *premises* and *exterior property* shall be maintained free from weeds or plant growth as per the City of West Fargo Ordinances. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Upon failure of the *owner* or agent having charge of a property to cut and destroy weeds after service of a notice of violation, they shall be subject to prosecution in accordance with the City of West Fargo Ordinances and as prescribed by the authority having jurisdiction. Upon failure to comply with the notice of violation, any duly authorized employee of the jurisdiction or contractor hired by the jurisdiction shall be authorized to enter upon the property in violation and cut and destroy the weeds growing thereon, and the costs of such removal shall be paid by the *owner* or agent responsible for the property.

**SECTION 303.2 is hereby amended to read as follows:**

**303.2 Enclosures.** Private swimming pools, hot tubs and spas, containing water more than 24 inches (610 mm) in depth shall be completely surrounded by a fence or barrier as required by Sections 303.2.1 through 303.2.13. An existing pool enclosure shall not be removed, replaced or changed in a manner that reduces its effectiveness as a safety barrier.

**Exception:** Spas or hot tubs with a safety cover that complies with ASTM F1346 shall be exempt from the provisions of this section.

**303.2.1 Barrier height and clearances.** Barrier heights and clearances shall be in accordance with all of the following:

1. The top of the barrier shall be not less than 48 inches (1219 mm) above grade where measured on the side of the barrier that faces away from the pool or spa. Such height shall exist around the entire perimeter of the barrier and for a distance of 3 feet (914 mm) measured horizontally from the outside of the required barrier.
2. The vertical clearance between grade and the bottom of the barrier shall not exceed 2 inches (51 mm) for grade surfaces that are not solid, such as grass or gravel, where measured on the side of the barrier that faces away from the pool or spa.
3. The vertical clearance between a surface below the barrier to a solid surface, such as concrete, and the bottom of the required barrier shall not exceed 4 inches (102 mm) where measured on the side of the required barrier that faces away from the pool or spa.
4. Where the top of the pool or spa structure is above grade, the barrier shall be installed on grade or shall be mounted on top of the pool or spa structure. Where the barrier is mounted on the top of the pool or spa, the vertical clearance between the top of the pool or spa and the bottom of the barrier shall not exceed 4 inches (102 mm).

**303.2.2 Openings.** Openings in the barrier shall not allow passage of a 4-inch diameter (102 mm) sphere.

**303.2.3 Solid barrier surfaces.** Solid barriers that do not have openings shall not contain indentations or protrusions that form handholds and footholds, except for normal construction tolerances and tooled masonry joints.

**303.2.4 Mesh fence as a barrier.** Mesh fences, other than chain link fences in accordance with Section 303.2.7, shall be installed in accordance with the manufacturer's instructions and shall comply with the following:

1. The bottom of the mesh fence shall be not more than 1 inch (25 mm) above the deck or installed surface or grade.
2. The maximum vertical clearance from the bottom of the mesh fence and the solid surface shall not permit the fence to be lifted more than 4 inches (102 mm) from grade or decking.
3. The fence shall be designed and constructed so that it does not allow passage of a 4-inch (102 mm) sphere under any mesh panel. The maximum vertical clearance from the bottom of the mesh fence and the solid surface shall be not greater than 4 inches (102 mm) from grade or decking.
4. An attachment device shall attach each barrier section at a height not lower than 45 inches (1143 mm) above grade. Common attachment devices include, but are not limited to, devices that provide the security equal to or greater than that of a hook-and-eye-type latch incorporating a spring-actuated retaining lever such as a safety gate hook.
5. Where a hinged gate is used with a mesh fence, the gate shall comply with Section 303.2.10.

6. Patio deck sleeves such as vertical post receptacles that are placed inside the patio surface shall be of a nonconductive material.
7. Mesh fences shall not be installed on top of on ground residential pools.

**303.2.4.1 Setback for mesh fences.** The inside of a mesh fence shall be not closer than 20 inches (508 mm) to the nearest edge of the water of a pool or spa.

**303.2.5 Closely spaced horizontal members.** Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is less than 45 inches (1143 mm), the horizontal members shall be located on the pool or spa side of the fence. Spacing between vertical members shall not exceed 13/4 inches (44 mm) in width. Where there are decorative cutouts within vertical members, spacing within the cutouts shall not exceed 13/4 inches (44 mm) in width.

**303.2.6 Widely spaced horizontal members.** Where the barrier is composed of horizontal and vertical members and the distance between the tops of the horizontal members is 45 inches (1143 mm) or more, spacing between vertical members shall not exceed 4 inches (102 mm). Where there are decorative cutouts within vertical members, the interior width of the cutouts shall not exceed 13/4 inches (44 mm).

**303.2.7 Chain link dimensions.** The maximum opening formed by a chain link fence shall be not more than 13/4 inches (44 mm). Where the fence is provided with slats fastened at the top and bottom that reduce the openings, such openings shall be not greater than 13/4 inches (44 mm).

**303.2.8 Diagonal members.** Where the barrier is composed of diagonal members, the maximum opening formed by the diagonal members shall be not greater than 13/4 inches (44 mm). The angle of diagonal members shall be not greater than 45 degrees (0.79 rad) from vertical.

**303.2.9 Clear zone.** Where equipment, including pool equipment such as pumps, filters and heaters, is on the same lot as a pool or spa and such equipment is located outside of the barrier protecting the pool or spa, such equipment shall be located not less than 36 inches (914 mm) from the outside of the barrier.

**303.2.10 Doors and gates.** Doors and gates in barriers shall comply with the requirements of Sections 303.2.11 through 303.2.13 and shall be equipped to accommodate a locking device. Pedestrian access doors and gates shall open outward away from the pool or spa, shall be self-closing and shall have a selflatching device.

**303.2.11 Utility or service doors and gates.** Doors and gates not intended for pedestrian use, such as utility or service doors and gates, shall remain locked when not in use.

**303.2.12 Double or multiple doors and gates.** Double doors and gates or multiple doors and gates shall have not fewer than one leaf secured in place and the adjacent leaf shall be secured with a self-latching device.

**303.2.13 Latch release.** For doors and gates in barriers, the door and gate latch release mechanisms shall be in accordance with the following:

1. Where door and gate latch release mechanisms are accessed from the outside of the barrier and are not of the self-locking type, such mechanism shall be located above the finished floor or ground surface at residential pools and spas, not less than 54 inches (1372 mm).
2. Where door and gate latch release mechanisms are of the selflocking type such as where the lock is operated by means of a key, an electronic opener or the entry of a combination into an integral combination lock, the lock operation control and the latch release mechanism shall be located above the finished floor or ground surface at residential pools and spas, at not greater than 54 inches (1372 mm).
3. At private pools, where the only latch release mechanism of a selflatching device for a gate is located on the pool and spa side of the barrier, the release mechanism shall be located at a point that is at least 3 inches (76 mm) below the top of the gate.

**303.2.14 Barriers adjacent to latch release mechanisms.** Where a latch release mechanism is located on the inside of a barrier, openings in the door, gate and barrier within 18 inches (457 mm) of the latch shall not be greater than 1/2 inch (12.7 mm) in any dimension.

**303.2.15 Structure wall as a barrier.** Where a wall of a dwelling or structure serves as part of the barrier and where operable windows having a sill height of less than 48 inches (1219 mm) above the indoor finished floor, doors and gates shall have an alarm that produces an audible warning when the window, door or their screens are opened. The alarm shall be listed and labeled as a water hazard entrance alarm in accordance with UL 2017.

Exception: An approved means of protection, such as self-closing doors with self-latching devices, is provided. Such means of protection shall provide a degree of protection that is not less than the protection afforded by an alarm that produces an audible warning when the window, door or their screens are opened.

**303.2.16 On ground residential pool structure as a barrier.** An on ground residential pool wall structure or a barrier mounted on top of an on ground residential pool wall structure shall serve as a barrier where all of the following conditions are present:

1. Where only the pool wall serves as the barrier, the bottom of the wall is on grade, the top of the wall is not less than 48 inches (1219 mm) above

grade for the entire perimeter of the pool, the wall complies with the requirements of Section 303.2 and the pool manufacturer allows the wall to serve as a barrier.

2. Where a barrier is mounted on top of the pool wall, the top of the barrier is not less than 48 inches (1219 mm) above grade for the entire perimeter of the pool, and the wall and the barrier on top of the wall comply with the requirements of Section 303.2.

3. Ladders or steps used as means of access to the pool are capable of being secured, locked or removed to prevent access except where the ladder or steps are surrounded by a barrier that meets the requirements of Section 303.

4. Openings created by the securing, locking or removal of ladders and steps do not allow the passage of a 4-inch (102 mm) diameter sphere.

5. Barriers that are mounted on top of on ground residential pool walls are installed in accordance with the pool manufacturer's instructions.

**303.2.17 Natural barriers.** In the case where the pool or spa area abuts the edge of a lake or other natural body of water, public access is not permitted or allowed along the shoreline, and required barriers extend to and beyond the water's edge not less than 18 inches (457 mm), a barrier is not required between the natural body of water shoreline and the pool or spa.

**303.2.18 Natural topography.** Natural topography that prevents direct access to the pool or spa area shall include but not be limited to mountains and natural rock formations. A natural barrier approved by the governing body shall be acceptable provided that the degree of protection is not less than the protection afforded by the requirements of Sections 305.2 through 305.5.

**SECTION 304.14 is hereby amended to read as follows:**

**304.14 Insect screens.** During the period from April 1 to October 31, every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

**Exception:** Screens shall not be required where other approved means, such as air curtains or insect repellent fans, are employed.

**SECTION 307.1 is hereby amended to read as follows:**

**307.1 Handrails.** Stairs having four or more risers shall have a handrail on one side of the stair.

**SECTION 309.6** is hereby enacted to read as follows:

**309.6 Pest elimination.** Licensed contractor required for extermination of insects and vermin in rental properties.

**SECTION 602.2** is hereby amended to read as follows:

**602.2 Residential occupancies.** Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68°F (20°C) in all habitable rooms, bathrooms and toilet rooms. Cooking appliances shall not be used to provide space heating to meet the requirements of this section.

**SECTION 602.3** is hereby amended to read as follows:

**602.3 Heat supply.** Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from September 15 to June 1 to maintain a temperature of not less than 68°F (20°C) in all habitable rooms, bathrooms, and toilet rooms.

**Exceptions:**

In older structures where the original design of the heating system operating at full capacity is unable to achieve the minimum temperature required, in the discretion of the building official, the system may be deemed adequate.

**SECTION 602.4** is hereby amended to read as follows:

**602.4 Occupiable work spaces.** Indoor occupiable work spaces shall be supplied with heat during the period from September 15<sup>th</sup> to June 1<sup>st</sup> to maintain a minimum temperature of 65°F (18°C) during the period the spaces are occupied.

**Exceptions:**

1. Processing, storage and operation areas that require cooling or special temperature conditions.
2. Areas in which persons are primarily engaged in vigorous physical activities.

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

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

ATTEST:

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City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1274

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0701, AND TO REPEAL AND REENACT SECTION 5-0702 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL RESIDENTIAL CODE.

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

SECTION 1. Section 5-0701 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0701. ADOPTION OF INTERNATIONAL RESIDENTIAL CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Residential Code, recommended and compiled by the International Code Council, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Residential Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the 2021 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0702 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0702. AMENDMENT TO INTERNATIONAL RESIDENTIAL CODE. The International Residential Code, as adopted in Section 5-0701 is hereby changed and amended as follows:

**SECTION R101.1** is hereby amended to read as follows:

**R101.1 Title.** These provisions shall be known as the *Residential Code for One- and Two Family* of the City of West Fargo, and shall be cited as such and will be referred to herein as "this code."

**Section R103.1** is hereby amended to read as follows:

**R103.1 Creation of agency.** The Inspections Department of the city of Fargo is hereby created and the official in charge thereof shall be known as the building

official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

**SECTION R104.8** is hereby amended to read as follows:

**[A] 104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION R104.8.1** is hereby amended to read as follows:

**R104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City's insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

**SECTION R105.2** is hereby amended to read as follows:

**R105.2 Work exempt from permit.** Exemptions ...

**Building:**

1. One-story detached accessory structures provided the floor area is not greater than 120 square feet (11 m<sup>2</sup>).
2. Fences not over 8.5 feet (2591 mm) high.
3. Retaining walls that are not ...
  
7. Swimming pools that are less than 24 inches (610 mm) deep. ...

10. Decks not exceeding 120 square feet in area, that are not more than 7 inches (762 mm) above *grade* at any point, are not attached to a dwelling do not serve the exit door required by Section R311.4.

**SECTION R108.3** is hereby amended to read as follows:

**R108.3 Building permit valuations.** Building *permit* valuation shall include total value of the work for which a *permit* is being issued, such as electrical, gas, mechanical, plumbing *equipment* and other permanent systems, including materials and labor. If, in the opinion of the building official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the building official. Final building permit valuation shall be set by the building official.

**SECTION R201.3** is hereby amended to read as follows:

**R201.3 Terms defined in other codes.** Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Wherever the term ‘International Plumbing Code’ and/or ‘International Private Sewage Disposal Code’ is used in the International Residential Code, it shall mean the North Dakota State Plumbing Code. Wherever the term ‘ICC Electrical Code’ is used in the International Residential Code, it shall mean the National Electrical Code together with the North Dakota State Wiring Standards. Wherever reference is made to flood plain requirements, it shall mean the West Fargo Flood Damage Prevention Ordinance together with the West Fargo Flood Proofing Code.

**TABLE R301.2** is hereby amended to read as follows:

TABLE R301.2-CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA													
GROUND SNOW LOAD	WIND SPEED				SEISMIC DESIGN CATEGORY <sup>f</sup>	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP <sup>e</sup>	ICE BARRIER UNDERLAYMENT REQUIRED <sup>h</sup>	FLOOD HAZARDS <sup>g</sup>	AIR FREEZING INDEX <sup>i</sup>	MEAN ANNUAL TEMP <sup>j</sup>
	Speed <sup>d</sup> (mph)	Topographic effects <sup>k</sup>	Special wing region <sup>l</sup>	Wind-borne debris zone <sup>m</sup>		Weathering <sup>a</sup>	Frost line depth <sup>b</sup>	Termite <sup>c</sup>					
64 psf	111	No	No	No	Zone A	Severe	4.5 feet	None	-18	yes	1978	4000	41.5
MANUAL J DESIGN CRITERIA													
Elevation	Latitude	Winter Heating	Summer Cooling	Altitude Correction Factor	Indoor Design Temperature	Design Temperature Cooling	Heating Temperature Difference						
869	46	-17°	88°	None	70°	75°	87°						
Cooling Temperature Difference	Wind Velocity Heating	Wind Velocity Cooling	Coincident Wet Bulb	Daily Range	Winter Humidity	Summer Humidity							
13°	15 mph	7.5 mph	70	M	30%	50%							

**SECTION R301.2.4** is hereby deleted in its entirety.

SECTION R301.2.4.1 is hereby deleted in its entirety.

TABLE R302.1(1) is hereby amended to read as follows:

**TABLE 302.1(1)  
EXTERIOR WALLS**

EXTERIOR WALL ELEMENT		MINIMUM FIRE-RESISTANCE RATING	MINIMUM FIRE SEPARATION DISTANCE
Walls <sup>c</sup>	Fire-resistance rated	1 hour—tested in accordance with ASTM E 119 or UL 263 with exposure from both sides	< 0 feet
	Not fire-resistance rated	0 hours	≥ 3 feet
Projections	Not allowed	N/A	< 2 feet
	Fire-resistance rated	1 hour on the underside <sup>a b</sup>	≥ 2 feet to < 3 feet
	Not fire-resistance rated	0 hours	≥ 3 feet
Openings	Not allowed	N/A	< 3 feet
	25% Maximum of Wall Area	0 hours	3 feet
	Unlimited	0 hours	5 feet
Penetrations	All	Comply with Section 302.4	< 3 feet
		None required	3 feet

SECTION R302.5.1 is hereby amended to read as follows:

**R302.5.1 Opening protection.** Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and dwelling unit shall be equipped with solid wood doors not less than 1-3/8 inches (35 mm) in thickness, solid or honeycomb core steel doors not less than 1-3/8 inches (35 mm) thick, or 20-minute fire-rated doors.

SECTION R306 is hereby deleted in its entirety.

SECTION R309.1 is hereby amended to read as follows:

**R309.1 Townhouse automatic sprinkler systems.** An automatic residential sprinkler system shall be installed in townhouse which are located on a private street or private fire department access road that is required to be greater than 150 feet in length as required by Section 503 of the International Fire Code.

SECTION R309.2 is hereby deleted in its entirety.

**SECTION R318.3.2** is hereby amended to read as follows:

**R318.3.2 Floor elevations at other exterior doors.** Exterior doors other than the required egress door shall be provided with landings or floors not more than 8 inches below the top of the threshold.

**Exception:** An exterior landing or floor is not required at the exterior doorway where a stairway with a total rise of less than 30 inches (762 mm) is located on the exterior side of the door, provided that the door does not swing over the stairway.

**SECTION R318.7.5.1** is hereby amended to read as follows:

**R318.7.5.1 Risers.** The riser height shall be not more than 8 inches.

\* \* \* \*

**SECTION R318.7.5.2** is hereby amended to add the following exception:

**R318.7.5.2 Treads.** The tread depth shall not be less than 9 inches (228 mm).  
\*\*\*

**Exception:** Where a landing is not provided or required by Sections R318.3, R318.3.2, or R318.7.6, the top tread of a stair serving exterior doors other than the required exit door, and in-swinging doors opening into an attached garage, shall be permitted to exceed the smallest tread by more than 3/8 inch (9.5 mm). Such a tread shall be at least 18 inches (457 mm) measured in the direction of travel.

**SECTION R318.7.5.2.1** is hereby amended to read as follows:

**R318.7.5.2.1 Winder treads.** Winder treads shall have a tread depth of not less than 9 inches measured between the vertical planes of the foremost projection of adjacent treads at the intersections with the walkline. \* \* \* \*

**SECTION R318.7.6** exceptions are hereby amended to read as follows:

**Exceptions:**

1. The top landing of an interior stairway, including those in an enclosed garage, shall be permitted to be on the other side of a door located at the top of the stairway provided that the door does not swing over the stairs.
2. At an enclosed garage, the top landing at the stair shall be permitted to be not more than 8 inches below the top of the threshold.

3. At exterior doors, a top landing is not required for an exterior stairway with a total rise of less than 30 inches, provided that the door does not swing over the stairway.

**SECTION R319.2.3** is hereby amended to add the following exception:

**Exception:** Below grade emergency escape and rescue windows shall have a maximum sill height of 48 inches.

**SECTION R319.4.2** is hereby amended to read as follows:

**R319.4.2 Ladder and steps.** Area wells with a vertical depth greater than 44 inches (1118 mm) shall be equipped with an approved, permanently affixed ladder or steps, usable with the window in the fully open position or shall be equipped with a permanently attached platform at least 30 inches by 16 inches. The maximum distance between the top of the window well and a platform shall be 42 inches and shall not impede the operation of the window. The ladder or steps shall not be obstructed by the emergency escape and rescue opening where the window or door is in the open position. Ladders and steps required by this section shall not be required to comply with Section R318.7.

**SECTION R319.4.2.1** is hereby amended to add the following exception:

**Exception:** Terraced window wells with a maximum of 24 inches per vertical rise and minimum of 12 inches per horizontal projection on each level shall also be allowed.

**SECTION R321.1.1** is hereby amended to read as follows:

**R321.1.1** Where required. Guards shall be provided for those portions of open-sided walking surfaces, including floors, stairs, ramps and landings that are located more than 30 inches (762 mm) measured vertically to the floor or grade below or to the bottom of any window well within 36 inches (914 mm) horizontally to the edge of the open side. Insect screening shall not be considered as a guard.

**Section R327.1** is hereby amended to read as follows:

**R327.1 Space required.** Fixtures shall be spaced in accordance with the requirements of the North Dakota State Plumbing Code and Figure R327.1, except for the clearance in front of the water closets and bidets, which shall be at least 24 inches.

**SECTION R328** is hereby amended to read as follows:

**R328 General.** The design and construction of pools and spas shall comply with Section 4-442 Item 6 of the City of West Fargo Ordinances.

**SECTION R401.1** is hereby amended to read as follows:

**R401.1 Application.** The provisions of this chapter shall control the design and construction of the foundation and foundation spaces for buildings. In addition to the provisions of this chapter, the design and construction of foundations in flood hazard areas as established by Table R301.2 shall meet the provisions of the West Fargo Flood Proofing Code (Section 5-04) and any other applicable requirements of the City of West Fargo. Wood foundations shall be designed and installed in accordance with AWC PWF.

**Exception:** The provisions of this chapter shall be permitted ...

**SECTION R401.3** Exceptions are hereby deleted in its entirety:

**SECTION R403.1.4.1** is hereby amended to read as follows:

**R403.1.4.1 Frost protection.** Except where otherwise protected from frost, foundation walls, piers and other permanent supports of buildings and structures shall be protected from frost by one or more of the following methods:

1. Extended below the frost line ...

**Exceptions:**

1. Protection of freestanding *accessory structures* of light-frame construction shall not be required.
2. Protection of freestanding *accessory structures* with an area of 400 square feet (37 m<sup>2</sup>) or less, of other than light-frame construction shall not be required.
3. Uncovered decks need not be provided with footings that extend below the frost line.

Footings shall not bear on frozen soil unless the frozen condition is permanent.

**SECTION R404.1.3.2** is hereby amended to read as follows:

**R404.1.3.2 Reinforcement for foundation walls.** Concrete foundation walls shall be laterally supported at the top and bottom. Horizontal reinforcement shall be provided in accordance with Table ~~R404.1.2(1)~~ R404.1.3.2(1). Vertical reinforcement shall be provided in accordance with Table R404.1.3.2(2),

R404.1.3.2(3), R404.1.3.2(4), R404.1.3.2(5), R404.1.3.2(6), R404.1.3.2(7), ~~or~~ R404.1.3.2(8), or Table R404.1.3.2(10) and Figure R404.1.3.2(1) or Table R404.1.3.2(11) and Figure R404.1.3.2(2). Vertical reinforcement for flat *basement* walls retaining 4 feet (1219 mm) or more of unbalanced backfill is permitted to be determined in accordance with Table R404.1.3.2(9). For *basement* walls supporting above grade concrete walls, vertical reinforcement shall be the greater of that required by Tables R404.1.3.2(2) through R404.1.3.2(8) or by Section R608.6 for the above-grade wall. In buildings assigned to Seismic Design Category D0, D1 or D2, concrete foundation walls shall also comply with Section R404.1.4.2.

**TABLE 404.1.3.2(10)** is hereby adopted as follows:

Table R404.1.3.2(10)

Foundation Wall Reinforcing

Active Pressure = 45pcf

<b>Minimum Reinforcement for Concrete Foundation Walls</b>		
Wall Height (h) feet	Wall Thickness (t) inches	Vertical Reinforcing
8	8	#4 @ 24" o.c. #5 @ 40" o.c.
	10	#4 @ 30" o.c. #5 @ 50" o.c.
9	8	#4 @ 18" o.c. #5 @ 28" o.c.
	10	#4 @ 24" o.c. #5 @ 36" o.c.
10	10	#4 @ 16" o.c. #5 @ 26" o.c.

Notes:

1. Chart is based on an active soil pressure of 45 pounds per cubic foot (pcf).
2. Reinforcing steel shall be ASTM A615 Fy – 60,000 pounds per square inch (psi).

3. The vertical reinforcing bars are to be located on the inside face.
4. Minimum concrete strength  $F_c^1 = 3,000$  pounds per square inch (psi).
5. Backfill shall not be placed until first floor framing and sheathing is installed and fastened or adequately braced and the concrete floor slab is in place or the wall is adequately braced.

**TABLE 404.1.3.2(11)** is hereby adopted as follows:

Table R404.1.3.2(11)  
Foundation Wall Reinforcing  
Active Pressure = 65 pcf

<b>Minimum Reinforcement for Concrete Foundation Walls</b>		
Wall Height (h) Feet	Wall Thickness (t) Inches	Vertical Reinforcing
8	8	#4 @ 18" o.c. #5 @ 26" o.c. #6 @ 40" o.c.
	10	#4 @ 24" o.c. #5 @ 36" o.c. #6 @ 52" o.c.
9	8	#4 @ 12" o.c. #5 @ 18" o.c. #6 @ 26" o.c.
	10	#4 @ 16" o.c. #5 @ 24" o.c. #6 @ 36" o.c.
10	10	#4 @ 12" o.c. #5 @ 18" o.c. #6 @ 24" o.c.

Notes:

1. Chart is based on an active soil pressure of 65 pounds per cubic foot (pcf).
2. Reinforcing steel shall be ASTM A615 Fy – 60,000 pounds per square inch (psi).
3. The vertical reinforcing bars are to be located on the inside face.
4. Minimum concrete strength  $F_c^1 = 3,000$  pounds per square inch (psi).
5. Backfill shall not be placed until first floor framing and sheathing is installed and fastened or adequately braced and the concrete floor slab is in place or the wall is adequately braced.

FIGURE 404.1.3.2(1) is hereby adopted as follows:

FIGURE R404.1.3.2(1)

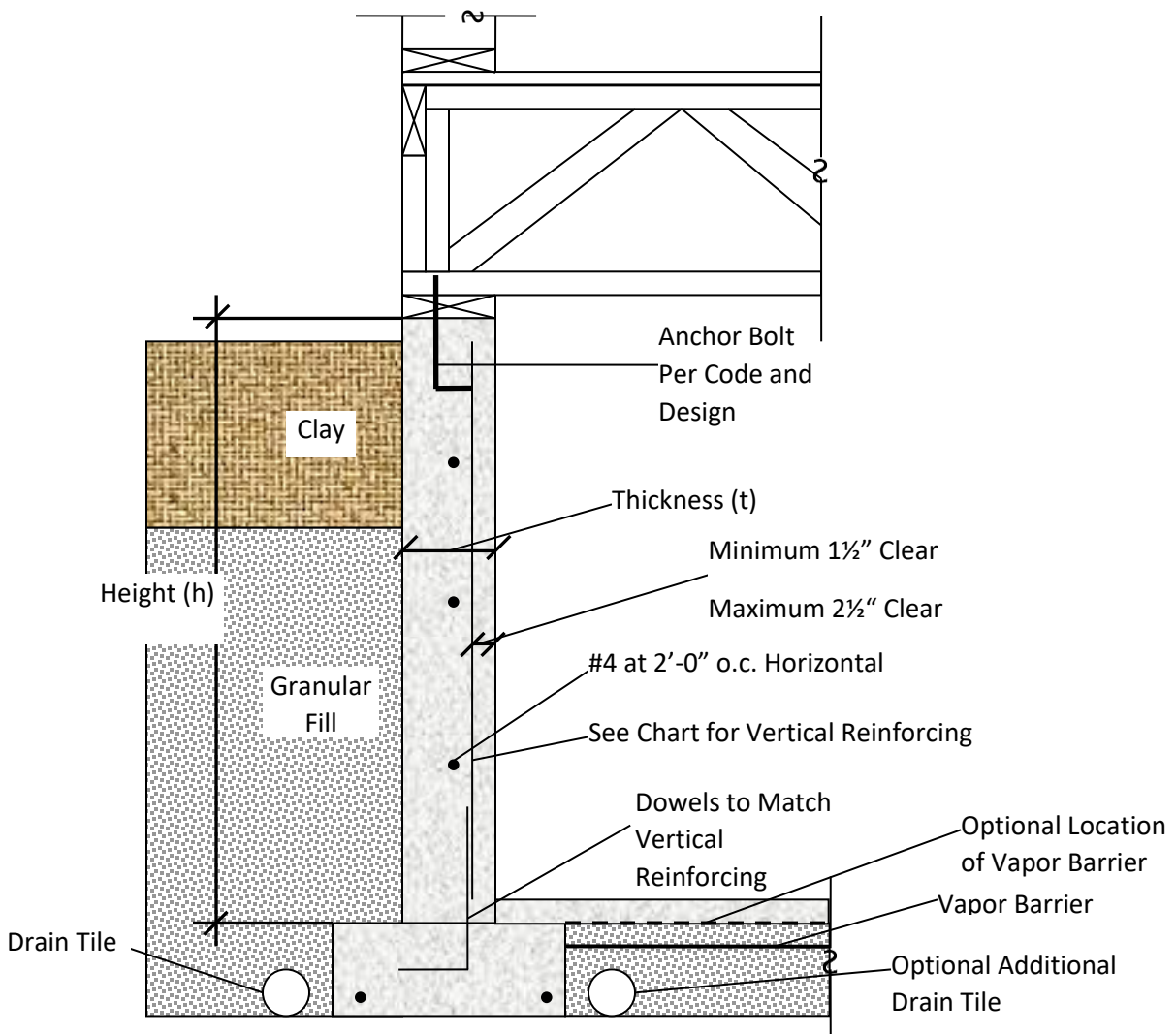
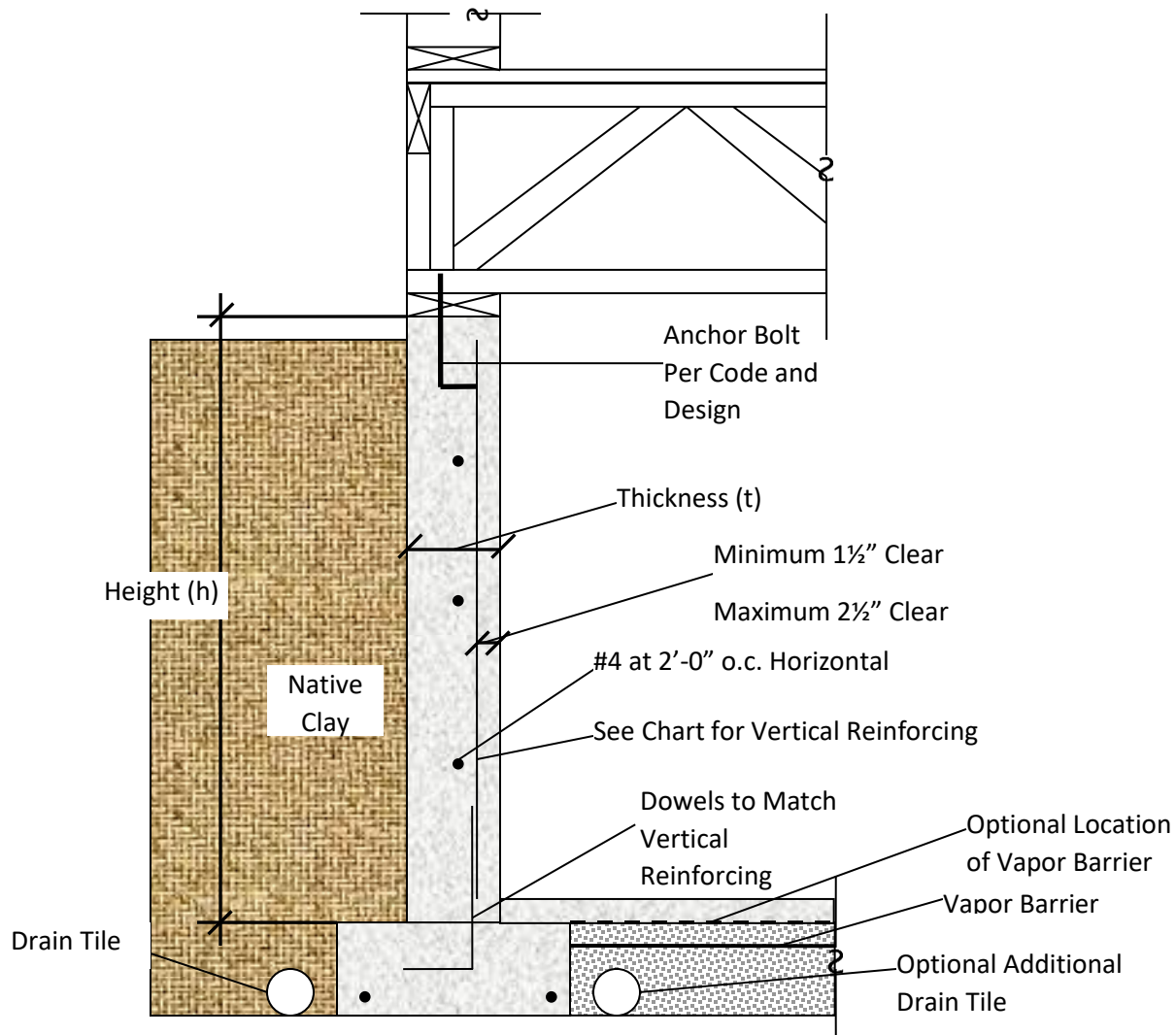


FIGURE 404.1.3.2(2) is hereby adopted as follows:

FIGURE R404.1.3.2(2)



SECTION R507.3 is hereby deleted in its entirety.

SECTION R507.3.1 is hereby deleted in its entirety.

SECTION R602.7.2 is hereby amended to read as follows:

**R602.7.2 Rim board headers.** Rim board header size, material and span shall be in accordance with Table R602.7(1). Rim board headers shall be constructed in accordance with Figure R602.7.2 and shall be supported at each end by full-height studs. Rim board headers supporting concentrated loads shall be designed in accordance with accepted engineering practice.

**SECTION R602.7.5** is hereby amended to read as follows:

**R602.7.5 Supports for headers.** Headers shall be supported on each end with one or more jack studs or with approved framing anchors in accordance with Table R602.7(1) or R602.7(2). The full-height stud adjacent to each end of the header shall be end nailed to each end of the header in accordance with Table R602.3(1).

**TABLE R602.7.5** is hereby deleted in its entirety.

**TABLE N1102.1.2 (R402.1.2)** is hereby amended to read as follows:

<b>TABLE N1102.1.2 (R402.1.2) MAXIMUM ASSEMBLY U-FACTORS<sup>a</sup> AND FENESTRATION REQUIREMENTS</b>			
<b>CLIMATE ZONE</b>	****	6	****
VERTICAL FENESTRATION U-FACTOR	****	0.32	****
SKYLIGHT U-FACTOR	****	0.5	****
GLAZED VERTICAL FENESTRATION SHGC	****	NR	****
SKYLIGHT SHGC	****	NR	****
CEILING U-FACTOR	****	0.026	****
INSULATION ENTIRELY ABOVE ROOF DECK	****	0.032	****
WOOD-FRAMED WALL U-FACTOR	****	0.057	****
MASS WALL U-FACTOR <sup>b</sup>	****	0.06	****
FLOOR U-FACTOR	****	0.033	****
BASEMENT WALL U-FACTOR	****	0.059	****
UNHEATED SLAB F-FACTOR <sup>e</sup>	****	0.48	****
HEATED SLAB F-FACTOR <sup>e</sup>	****	0.66	****
CRAWL SPACE WALL U-FACTOR	****	0.055	****

(balance of table remains unchanged.)

TABLE N1102.1.3 (R402.1.3) is hereby amended to read as follows:

<b>TABLE N1102.1.3 (R402.1.3) INSULATION MINIMUM R-VALUES AND FENESTRATION REQUIREMENTS BY COMPONENT<sup>a</sup></b>			
<b>CLIMATE ZONE</b>	****	6	****
VERTICAL FENESTRATION U-FACTOR	****	0.32	****
SKYLIGHT U-FACTOR	****	0.5	****
GLAZED VERTICAL FENESTRATION SHGC	****	NR	****
SKYLIGHT SHGC	****	NR	****
CEILING R-VALUE	****	49	****
INSULATION ENTIRELY ABOVE ROOF DECK	****	30ci	****
WOOD-FRAMED WALL R-VALUE <sup>e,h</sup>	****	21 or 13 and 5ci	****
MASS WALL R-VALUE <sup>f</sup>	****	15/20	****
FLOOR R-VALUE <sup>h</sup>	****	30 or 19+7.5ci or 20ci	****
BASEMENT WALL R-VALUE <sup>b, e</sup>	****	15 or 10 ci	****
UNHEATED SLAB R-VALUE & DEPTH <sup>c</sup>	****	10ci, 4 ft	****
HEATED SLAB R-VALUE & DEPTH <sup>c</sup>	****	R-10ci, 4 ft and R-5 full slab	****
CRAWL SPACE WALL R-VALUE <sup>b, e</sup>	****	15ci or 19 or 13&5ci	****

(balance of table remains unchanged.)

Table N1102.5.1.1 (R402.5.1.1) is hereby amended to read as follows:

<b>TABLE N1102.5.1.1 (R402.5.1.1) AIR BARRIER, AIR SEALING AND INSULATION INSTALLATION<sup>a</sup></b>		
<b>COMPONENT</b>	<b>AIR BARRIER, AIR SEALING CRITERIA</b>	<b>INSULATION INSTALLATION CRITERIA</b>
****	****	****
Basement, crawl space and slab foundations	<p>Exposed earth in unvented crawl spaces shall be covered with a Class I vapor retarder/air barrier in accordance with Section N1102.2.11.</p> <p>Penetrations through concrete foundation walls and slabs shall be air sealed.</p> <p>Class 1 vapor retarders shall not be used as an air barrier on below-grade walls and shall be installed in accordance with Section R702.7.</p>	<p>Crawl space insulation, where provided instead of floor insulation, shall be installed in accordance with Section N1102.2.11.</p> <p>Conditioned basement foundation wall insulation shall be installed in accordance with Section N1102.2.9.1.</p> <p>Slab-on-grade floor insulation shall be installed in accordance with Section N1102.2.10.</p> <p>Exterior foundation insulation shall be covered and flashed to protect it from exposure to light and weather to a minimum of 6 inches (152 mm) below grade and be covered by a minimum 6-mil polyethylene slip sheet of the entire surface.</p>
****	****	****

(balance of table remains unchanged.)

**\*\*\*\***

**Section N1103.6.3 (R403.6.3)** is hereby deleted in its entirety.

**Section N1104.2 (R404.2)** is hereby deleted in its entirety.

**Section N1104.3 (R404.3)** is hereby deleted in its entirety.

**TABLE N1106.5 (R406.5)** is hereby amended to read as follows:

TABLE N1106.5 (R406.5) MAXIMUM ENERGY RATING INDEX		
CLIMATE ZONE	ENERGY RATING INDEX NOT INCLUDING OPP	ENERGY RATING INDEX WITH OPP
****	****	****
6	58	48
****	****	****

(balance of table remains unchanged.)

**SECTION M1502.4.2** is hereby amended to read as follows:

**M1502.4.2 Duct installation.** Exhaust ducts shall be supported at intervals not to exceed 4 feet (3658 mm) and shall be secured in place. The insert end of the duct shall extend into the adjoining duct or fitting in the direction of airflow. Exhaust duct joints shall may be mechanically fastened. Ducts shall not be joined with screws. Where dryer exhaust ducts are enclosed in wall or ceiling cavities, such cavities shall allow the installation of the duct without deformation.

**SECTION M1503.6 Exception** is hereby deleted in its entirety:

**SECTION M1601.4.1** is hereby amended to read as follows:

**M1601.4.1 Joints, seams and connections.** Longitudinal and transverse joints, seams and connections in metallic and nonmetallic ducts shall be constructed ...

**Exceptions:**

1. Spray polyurethane foam shall be permitted to be applied without additional joint seals.
2. Where a duct connection is made that is partially inaccessible, three screws or rivets shall be equally spaced on the exposed portion of the joint so as to prevent a hinge effect.
3. For ducts having a static pressure classification of less than 2 inches of water column (500 Pa), additional closure systems shall not be required for continuously welded joints and seams and locking-type joints and seams.

**SECTION M2005.1** is hereby amended to read as follows:

**M2005.1 General.** Water heaters shall be installed in accordance with the North Dakota State Plumbing Code, the manufacturer's instructions and the requirements of this code. \*\*\*\*

**SECTION M2101.3** is hereby amended to read as follows:

**M2101.3 Protection of potable water.** The potable water system shall be protected from backflow in accordance with the provisions listed in the North Dakota State Plumbing Code.

**SECTION M2101.10** is hereby amended to read as follows:

**M2101.10. Tests.** New Hydronic piping systems shall be isolated and tested hydrostatically at a pressure of not less than 100 pounds per square inch (698 kPa). The duration of the test shall not be less than 15 min. Hydronic piping to be embedded in concrete shall be pressure tested and inspected prior to pouring concrete.

**SECTION M2103.3** is hereby amended to read as follows:

**M2103.3 Piping joints.** Copper and copper alloy systems shall be soldered in accordance with ASTM B 828. Fluxes for soldering shall be in accordance with ASTM B 813. Brazing fluxes shall be in accordance with AWS A5.31. Piping joints that are embedded shall be installed in accordance with the following requirements:

1. Steel pipe joints shall be welded.
2. Copper tubing shall be joined by brazing complying with the North Dakota State Plumbing Code.
3. Polybutylene pipe and tubing joints ...

**FIGURE G2407.6.1(1) [304.6.1(1)]** is hereby deleted in its entirety.

**FIGURE G2407.6.1(2) [304.6.1(2)]** is hereby deleted in its entirety.

**SECTION G2407.11 (304.11)** is hereby amended to read as follows:

**G2407.11 (304.11) Combustion air ducts.** *Combustion air* ducts shall comply with all of the following:

1. Ducts shall be constructed of galvanized steel complying with Chapter 16 or of a material having equivalent corrosion ...
5. Ducts shall not terminate in an attic space.
6. Horizontal upper *combustion air* ducts shall not slope downward ...

**SECTION G2413.6 (402.6)** is hereby amended to read as follows:

**G2413.6 (402.6) Allowable pressure drop.** The design pressure loss in any *pipng system* under maximum probable flow conditions, from the *point of delivery* to the inlet connection of the *appliance*, shall be such that the supply pressure at the *appliance* is greater than or equal to the minimum pressure required by the *appliance* but such pressure loss shall not be greater than 0.5 inch water column for gas pipe systems operating at less than 2 psi.

**SECTION G2417.4.1 (406.4.1)** is hereby amended to read as follows:

**G2417.4.1 (406.4.1) Test pressure.** The test pressure to be used shall be not less than 1 1/2 times the proposed maximum working pressure, but not less than 25 psig, irrespective of design pressure. Where the test pressure exceeds 125 psig (862 kPa gauge), the test pressure shall not exceed a value that produces a hoop stress in the *pipng* greater than 50 percent of the specified minimum yield strength of the pipe.

**SECTION G2425.12 (501.12)** is hereby amended to read as follows:

**G2425.12 (501.12) Residential and low-heat appliances flue lining systems.** *Flue lining* systems for use with residential-type and low-heat *appliances* shall be limited to the following:

1. Clay *flue lining* complying with the requirements of ASTM C 315 or equivalent when each appliance connected into the masonry chimney has a minimum input rating of greater than 400,000 Btu/h. Clay *flue lining* shall be installed in accordance with Chapter 10.
2. *Listed chimney* lining systems complying with UL 1777.
3. Other *approved* materials that will resist, without cracking, softening or corrosion, *flue gases* and *condensate* at temperatures up to 1,800°F (982°C).
  - a. Aluminum (1100 or 3003 alloy or equivalent) not less than 0.032 inches up to 8 inches in diameter.
  - b. Stainless steel (304 or 430 alloy or equivalent) not less than 26 gauge (0.018 inches thick) to 8 inches in diameter or not less than 24 gauge (0.024 inches thick) 8 inches in diameter and larger.
  - c. When a metal liner other than a listed chimney liner, a condensation drip tee shall be installed and supported in an approved manner.

**SECTION G2427.5.2 (503.5.3)** is hereby amended to read as follows:

**G2427.5.2 (503.5.3) Masonry chimneys.** Masonry *chimneys* shall be built and installed in accordance with NFPA 211 and shall be lined as per Section G2424.12.

Exception: Masonry *chimney* flues serving *listed* ...

**SECTION G2439.7.2 (614.8.2)** is hereby amended to read as follows:

**G2439.7.2 (614.8.2) Duct installation.** Exhaust ducts shall be supported at 4-foot (1219 mm) intervals and secured in place. The insert end of the duct shall extend into the adjoining duct or fitting in the direction of airflow. Ducts shall not be joined with screws. Where dryer exhaust ducts are enclosed in wall or ceiling cavities, such cavities shall allow the installation of the duct without deformation.

**SECTION G2442.4 (618.4)** is hereby amended to read as follows:

**G2442.4 (618.4) Screen.** Required outdoor air inlets shall be covered with a screen having 1/4-inch (6.4 mm) openings. Required outdoor air inlets serving a nonresidential portion of a building shall be covered with screen having openings larger than 1/4 inch but not larger than 1/2 inch.

**CHAPTERS 25 THROUGH 43** are hereby deleted in their entirety.

**APPENDIX BE - Radon Control Methods** is hereby adopted in its entirety and incorporated herein by reference, subject to the following amendments:

**BE101.1 General.** This appendix contains requirements for new construction in jurisdictions where radon-resistant construction is required.

**Figure BE101.1 and Table BE101.1** are hereby deleted in their entirety.

\* \* \* \*

**BE103.1 General.** The following construction techniques are intended to resist radon entry and prepare the building for post-construction radon mitigation, if necessary (see Figure BE103.1). These techniques are required in areas where designated by the jurisdiction. All potential entry routes, including but not limited to joints, penetrations, gaps, cracks, and openings, shall be cleared of debris and sealed.

\* \* \* \*

The Exception in **BE103.2(2) Subfloor preparation** is hereby deleted in its entirety.

\* \* \* \*

**Section BE103.3 Soil-gas-retarder** is hereby deleted in its entirety.

**Section BE103.4 Entry routes** is hereby deleted in its entirety.

**Section BE103.4.1 Floor openings** is hereby deleted in its entirety.

**Section BE103.4.2 Concrete joints** is hereby deleted in its entirety.

**Section BE103.4.3 Condensate drains** is hereby deleted in its entirety.

**Section BE103.4.4 Sumps** is hereby deleted in its entirety.

**Section BE103.4.5 Foundation walls** is hereby deleted in its entirety.

**Section BE103.4.6 Dampproofing** is hereby deleted in its entirety.

**Section BE103.4.7 Air handling units** is hereby deleted in its entirety.

**Section BE103.4.8 Ducts** is hereby deleted in its entirety.

**Section BE103.4.9 Crawl space floors** is hereby deleted in its entirety.

**Section BE103.4.10 Crawl space access** is hereby deleted in its entirety.

\* \* \* \*

**Section BE104.1 Testing** is hereby deleted in its entirety.

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

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

ATTEST:

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City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1274

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0701, AND TO REPEAL AND REENACT SECTION 5-0702 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL RESIDENTIAL CODE.

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

SECTION 1. Section 5-0701 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0701. ADOPTION OF INTERNATIONAL RESIDENTIAL CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Residential Code, recommended and compiled by the International Code Council, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Residential Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2021~~ 2024 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0702 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0702. AMENDMENT TO INTERNATIONAL RESIDENTIAL CODE. The International Residential Code, as adopted in Section 5-0701 is hereby changed and amended as follows:

**SECTION R101.1** is hereby amended to read as follows:

**R101.1 Title.** These provisions shall be known as the *Residential Code for One- and Two Family* of the City of West Fargo, and shall be cited as such and will be referred to herein as "this code."

**Section R103.1** is hereby amended to read as follows:

**R103.1 Creation of agency.** The Inspections Department of the city of Fargo is hereby created and the official in charge thereof shall be known as the building

official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

**SECTION R104.8** is hereby amended to read as follows:

**[A] 104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION R104.8.1** is hereby amended to read as follows:

**R104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City's insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

**SECTION R105.2** is hereby amended to read as follows:

**R105.2 Work exempt from permit.** Exemptions ...

**Building:**

1. One-story detached accessory structures provided the floor area is not greater than 120 square feet (11 m<sup>2</sup>).
2. Fences not over 8.5 feet (2591 mm) high.
3. Retaining walls that are not ...
  
7. Swimming pools that are less than 24 inches (610 mm) deep. ...

10. Decks not exceeding 120 square feet in area, that are not more than 7 inches (762 mm) above *grade* at any point, are not attached to a dwelling do not serve the exit door required by Section R311.4.

**SECTION R108.3** is hereby amended to read as follows:

**R108.3 Building permit valuations.** Building *permit* valuation shall include total value of the work for which a *permit* is being issued, such as electrical, gas, mechanical, plumbing *equipment* and other permanent systems, including materials and labor. If, in the opinion of the building official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the building official. Final building permit valuation shall be set by the building official.

**SECTION R112** is hereby deleted in its entirety.

**SECTION R201.3** is hereby amended to read as follows:

**R201.3 Terms defined in other codes.** Where terms are not defined in this code such terms shall have meanings ascribed to them as in other code publications of the International Code Council. Wherever the term ‘International Plumbing Code’ and/or ‘International Private Sewage Disposal Code’ is used in the International Residential Code, it shall mean the North Dakota State Plumbing Code. Wherever the term ‘ICC Electrical Code’ is used in the International Residential Code, it shall mean the National Electrical Code together with the North Dakota State Wiring Standards. Wherever reference is made to flood plain requirements, it shall mean the West Fargo Flood Damage Prevention Ordinance together with the West Fargo Flood Proofing Code.

**TABLE R301.2** is hereby amended to read as follows:

TABLE R301.2-CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA													
GROUND SNOW LOAD	WIND SPEED				SEISMIC DESIGN CATEGORY <sup>r</sup>	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP <sup>e</sup>	ICE BARRIER UNDERLAYMENT REQUIRED <sup>h</sup>	FLOOD HAZARDS <sup>g</sup>	AIR FREEZING INDEX <sup>t</sup>	MEAN ANNUAL TEMP <sup>i</sup>
	Speed <sup>d</sup> (mph)	Topographic effects <sup>k</sup>	Special wing region <sup>l</sup>	Wind-borne debris zone <sup>m</sup>		Weathering <sup>a</sup>	Frost line depth <sup>b</sup>	Termite <sup>c</sup>					
64 psf	111	No	No	No	Zone A	Severe	4.5 feet	None	-18	yes	1978	4000	41.5
MANUAL J DESIGN CRITERIA													
Elevation		Latitude	Winter Heating	Summer Cooling	Altitude Correction Factor		Indoor Design Temperature	Design Temperature Cooling		Heating Temperature Difference			
869		46	-17°	88°	None		70°	75°		87°			
Cooling Temperature Difference		Wind Velocity Heating	Wind Velocity Cooling	Coincident Wet Bulb	Daily Range		Winter Humidity	Summer Humidity					
13°		15 mph	7.5 mph	70	M		30%	50%					

SECTION R301.2.4 is hereby deleted in its entirety.

SECTION R301.2.4.1 is hereby deleted in its entirety.

TABLE R302.1(1) is hereby amended to read as follows:

**TABLE 302.1(1)  
EXTERIOR WALLS**

EXTERIOR WALL ELEMENT		MINIMUM FIRE-RESISTANCE RATING	MINIMUM FIRE SEPARATION DISTANCE
Walls <sup>c</sup>	Fire-resistance rated	1 hour—tested in accordance with ASTM E 119 or UL 263 with exposure from both sides	< 0 feet
	Not fire-resistance rated	0 hours	≥ 3 feet
Projections	Not allowed	N/A	<2 feet
	Fire-resistance rated	1 hour on the underside <sup>a b</sup>	≥ 2 feet to < 3 feet
	Not fire-resistance rated	0 hours	≥ 3 feet
Openings	Not allowed	N/A	< 3 feet
	25% Maximum of Wall Area	0 hours	3 feet
	Unlimited	0 hours	5 feet
Penetrations	All	Comply with Section 302.4	< 3 feet
		None required	3 feet

SECTION R302.5.1 is hereby amended to read as follows:

**R302.5.1 Opening protection.** Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and dwelling unit shall be equipped with solid wood doors not less than 1-3/8 inches (35 mm) in thickness, solid or honeycomb core steel doors not less than 1-3/8 inches (35 mm) thick, or 20-minute fire-rated doors.

SECTION R306 is hereby deleted in its entirety.

SECTION R309.1 is hereby amended to read as follows:

**R309.1 Townhouse automatic sprinkler systems.** An automatic residential sprinkler system shall be installed in townhouse which are located on a private street or private fire department access road that is required to be greater than 150 feet in length as required by Section 503 of the International Fire Code.

SECTION R309.2 is hereby deleted in its entirety.

**SECTION R318.3.2** is hereby amended to read as follows:

**R318.3.2 Floor elevations at other exterior doors.** Exterior doors other than the required egress door shall be provided with landings or floors not more than 8 inches below the top of the threshold.

**Exception:** An exterior landing or floor is not required at the exterior doorway where a stairway with a total rise of less than 30 inches (762 mm) is located on the exterior side of the door, provided that the door does not swing over the stairway.

**SECTION R318.7.5.1** is hereby amended to read as follows:

**R318.7.5.1 Risers.** The riser height shall be not more than 8 inches.

\* \* \* \*

**SECTION R318.7.5.2** is hereby amended to add the following exception:

**R318.7.5.2 Treads.** The tread depth shall not be less than 9 inches (228 mm).  
\*\*\*

**Exception:** Where a landing is not provided or required by Sections R318.3, R318.3.2, or R318.7.6, the top tread of a stair serving exterior doors other than the required exit door, and in-swinging doors opening into an attached garage, shall be permitted to exceed the smallest tread by more than 3/8 inch (9.5 mm). Such a tread shall be at least 18 inches (457 mm) measured in the direction of travel.

**SECTION R318.7.5.2.1** is hereby amended to read as follows:

**R318.7.5.2.1 Winder treads.** Winder treads shall have a tread depth of not less than 9 inches measured between the vertical planes of the foremost projection of adjacent treads at the intersections with the walkline. \* \* \* \*

**SECTION R318.7.6** exceptions are hereby amended to read as follows:

**Exceptions:**

1. The top landing of an interior stairway, including those in an enclosed garage, shall be permitted to be on the other side of a door located at the top of the stairway provided that the door does not swing over the stairs.
2. At an enclosed garage, the top landing at the stair shall be permitted to be not more than 8 inches below the top of the threshold.

3. At exterior doors, a top landing is not required for an exterior stairway with a total rise of less than 30 inches, provided that the door does not swing over the stairway.

**SECTION R319.2.3** is hereby amended to add the following exception:

**Exception:** Below grade emergency escape and rescue windows shall have a maximum sill height of 48 inches.

**SECTION R319.4.2** is hereby amended to read as follows:

**R319.4.2 Ladder and steps.** Area wells with a vertical depth greater than 44 inches (1118 mm) shall be equipped with an approved, permanently affixed ladder or steps, usable with the window in the fully open position or shall be equipped with a permanently attached platform at least 30 inches by 16 inches. The maximum distance between the top of the window well and a platform shall be 42 inches and shall not impede the operation of the window. The ladder or steps shall not be obstructed by the emergency escape and rescue opening where the window or door is in the open position. Ladders and steps required by this section shall not be required to comply with Section R318.7.

**SECTION R319.4.2.1** is hereby amended to add the following exception:

**Exception:** Terraced window wells with a maximum of 24 inches per vertical rise and minimum of 12 inches per horizontal projection on each level shall also be allowed.

**SECTION R321.1.1** is hereby amended to read as follows:

**R321.1.1** Where required. Guards shall be provided for those portions of open-sided walking surfaces, including floors, stairs, ramps and landings that are located more than 30 inches (762 mm) measured vertically to the floor or grade below or to the bottom of any window well within 36 inches (914 mm) horizontally to the edge of the open side. Insect screening shall not be considered as a guard.

**Section R327.1** is hereby amended to read as follows:

**R327.1 Space required.** Fixtures shall be spaced in accordance with the requirements of the North Dakota State Plumbing Code and Figure R327.1, except for the clearance in front of the water closets and bidets, which shall be at least 24 inches.

**SECTION R328** is hereby amended to read as follows:

**R328 General.** The design and construction of pools and spas shall comply with Section 4-442 Item 6 of the City of West Fargo Ordinances.

**SECTION R401.1** is hereby amended to read as follows:

**R401.1 Application.** The provisions of this chapter shall control the design and construction of the foundation and foundation spaces for buildings. In addition to the provisions of this chapter, the design and construction of foundations in flood hazard areas as established by Table R301.2 shall meet the provisions of the West Fargo Flood Proofing Code (Section 5-04) and any other applicable requirements of the City of West Fargo. Wood foundations shall be designed and installed in accordance with AWC PWF.

**Exception:** The provisions of this chapter shall be permitted ...

**SECTION R401.3** Exceptions are hereby deleted in its entirety:

**SECTION R403.1.4.1** is hereby amended to read as follows:

**R403.1.4.1 Frost protection.** Except where otherwise protected from frost, foundation walls, piers and other permanent supports of buildings and structures shall be protected from frost by one or more of the following methods:

1. Extended below the frost line ...

**Exceptions:**

1. Protection of freestanding *accessory structures* of light-frame construction shall not be required.
2. Protection of freestanding *accessory structures* with an area of 400 square feet (37 m<sup>2</sup>) or less, of other than light-frame construction shall not be required.
3. Uncovered decks need not be provided with footings that extend below the frost line.

Footings shall not bear on frozen soil unless the frozen condition is permanent.

**SECTION R404.1.3.2** is hereby amended to read as follows:

**R404.1.3.2 Reinforcement for foundation walls.** Concrete foundation walls shall be laterally supported at the top and bottom. Horizontal reinforcement shall be provided in accordance with Table ~~R404.1.2(1)~~ R404.1.3.2(1). Vertical reinforcement shall be provided in accordance with Table R404.1.3.2(2),

R404.1.3.2(3), R404.1.3.2(4), R404.1.3.2(5), R404.1.3.2(6), R404.1.3.2(7), ~~or~~ R404.1.3.2(8), or Table R404.1.3.2(10) and Figure R404.1.3.2(1) or Table R404.1.3.2(11) and Figure R404.1.3.2(2). Vertical reinforcement for flat *basement* walls retaining 4 feet (1219 mm) or more of unbalanced backfill is permitted to be determined in accordance with Table R404.1.3.2(9). For *basement* walls supporting above grade concrete walls, vertical reinforcement shall be the greater of that required by Tables R404.1.3.2(2) through R404.1.3.2(8) or by Section R608.6 for the above-grade wall. In buildings assigned to Seismic Design Category D0, D1 or D2, concrete foundation walls shall also comply with Section R404.1.4.2.

**TABLE 404.1.3.2(10)** is hereby adopted as follows:

Table R404.1.3.2(10)

Foundation Wall Reinforcing

Active Pressure = 45pcf

<b>Minimum Reinforcement for Concrete Foundation Walls</b>		
Wall Height (h) feet	Wall Thickness (t) inches	Vertical Reinforcing
8	8	#4 @ 24" o.c. #5 @ 40" o.c.
	10	#4 @ 30" o.c. #5 @ 50" o.c.
9	8	#4 @ 18" o.c. #5 @ 28" o.c.
	10	#4 @ 24" o.c. #5 @ 36" o.c.
10	10	#4 @ 16" o.c. #5 @ 26" o.c.

Notes:

1. Chart is based on an active soil pressure of 45 pounds per cubic foot (pcf).
2. Reinforcing steel shall be ASTM A615 Fy – 60,000 pounds per square inch (psi).

3. The vertical reinforcing bars are to be located on the inside face.
4. Minimum concrete strength  $F_c^1 = 3,000$  pounds per square inch (psi).
5. Backfill shall not be placed until first floor framing and sheathing is installed and fastened or adequately braced and the concrete floor slab is in place or the wall is adequately braced.

**TABLE 404.1.3.2(11)** is hereby adopted as follows:

Table R404.1.3.2(11)  
Foundation Wall Reinforcing  
Active Pressure = 65 pcf

<b>Minimum Reinforcement for Concrete Foundation Walls</b>		
Wall Height (h) Feet	Wall Thickness (t) Inches	Vertical Reinforcing
8	8	#4 @ 18" o.c. #5 @ 26" o.c. #6 @ 40" o.c.
	10	#4 @ 24" o.c. #5 @ 36" o.c. #6 @ 52" o.c.
9	8	#4 @ 12" o.c. #5 @ 18" o.c. #6 @ 26" o.c.
	10	#4 @ 16" o.c. #5 @ 24" o.c. #6 @ 36" o.c.
10	10	#4 @ 12" o.c. #5 @ 18" o.c. #6 @ 24" o.c.

Notes:

1. Chart is based on an active soil pressure of 65 pounds per cubic foot (pcf).
2. Reinforcing steel shall be ASTM A615 Fy – 60,000 pounds per square inch (psi).
3. The vertical reinforcing bars are to be located on the inside face.
4. Minimum concrete strength  $F_c^1 = 3,000$  pounds per square inch (psi).
5. Backfill shall not be placed until first floor framing and sheathing is installed and fastened or adequately braced and the concrete floor slab is in place or the wall is adequately braced.

FIGURE 404.1.3.2(1) is hereby adopted as follows:

FIGURE R404.1.3.2(1)

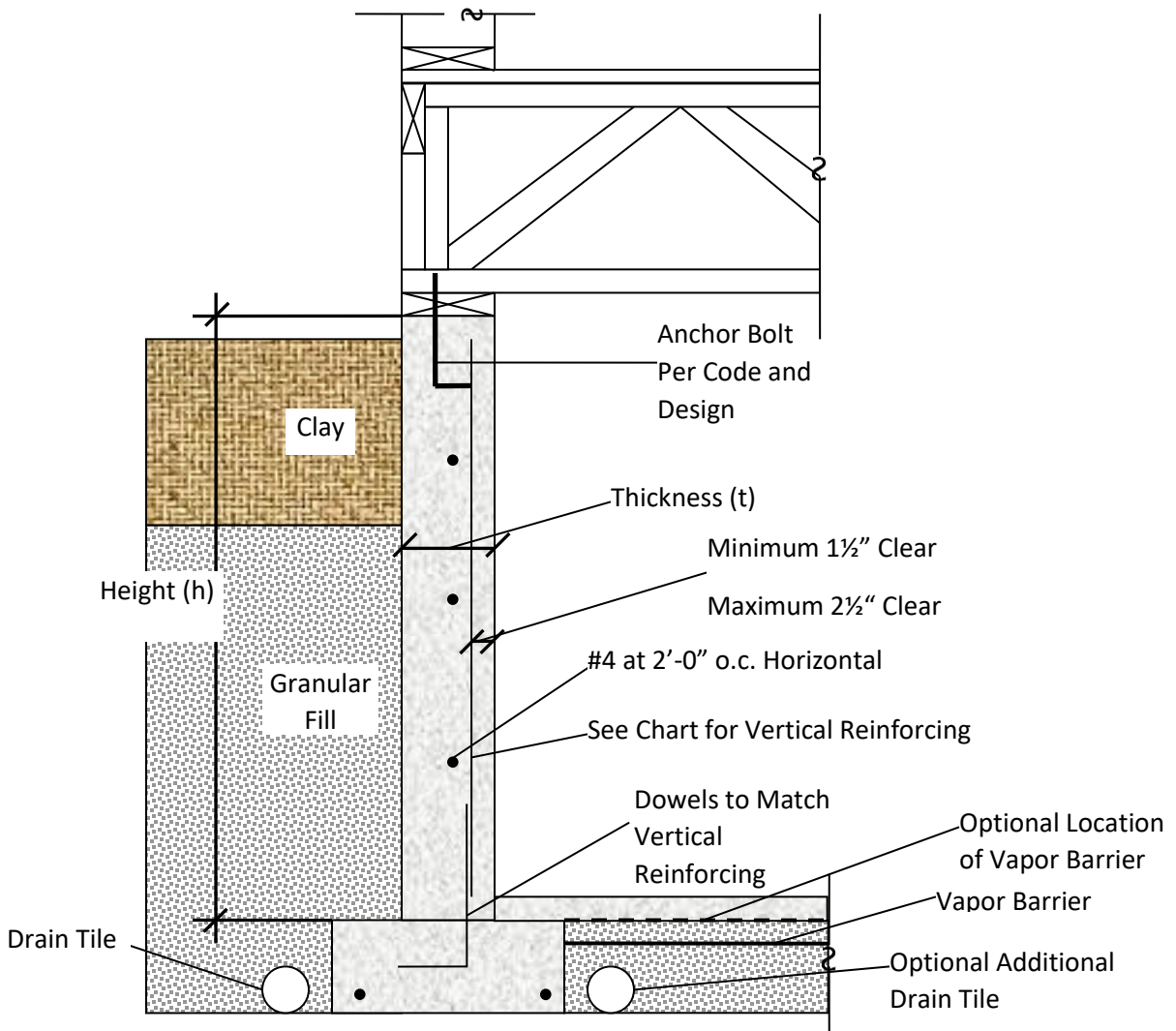
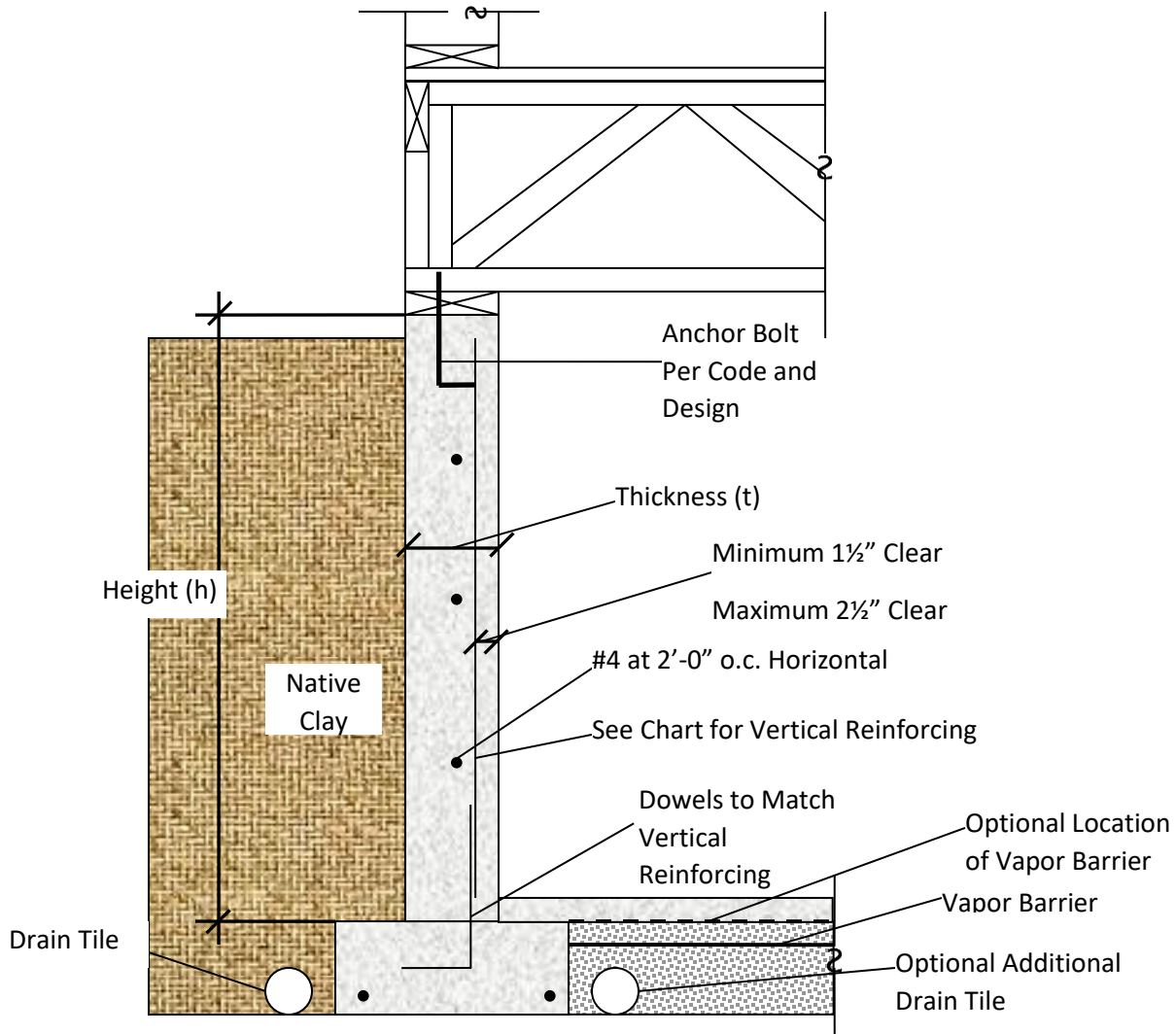


FIGURE 404.1.3.2(2) is hereby adopted as follows:

FIGURE R404.1.3.2(2)



SECTION R507.3 is hereby deleted in its entirety.

SECTION R507.3.1 is hereby deleted in its entirety.

SECTION R602.7.2 is hereby amended to read as follows:

**R602.7.2 Rim board headers.** Rim board header size, material and span shall be in accordance with Table R602.7(1). Rim board headers shall be constructed in accordance with Figure R602.7.2 and shall be supported at each end by full-height studs. Rim board headers supporting concentrated loads shall be designed in accordance with accepted engineering practice.

**SECTION R602.7.5** is hereby amended to read as follows:

**R602.7.5 Supports for headers.** Headers shall be supported on each end with one or more jack studs or with approved framing anchors in accordance with Table R602.7(1) or R602.7(2). The full-height stud adjacent to each end of the header shall be end nailed to each end of the header in accordance with Table R602.3(1).

**TABLE R602.7.5** is hereby deleted in its entirety.

**TABLE N1102.1.2 (R402.1.2)** is hereby amended to read as follows:

<b>TABLE N1102.1.2 (R402.1.2) MAXIMUM ASSEMBLY U-FACTORS<sup>a</sup> AND FENESTRATION REQUIREMENTS</b>			
<b>CLIMATE ZONE</b>	****	6	****
VERTICAL FENESTRATION U-FACTOR	****	0.32	****
SKYLIGHT U-FACTOR	****	0.5	****
GLAZED VERTICAL FENESTRATION SHGC	****	NR	****
SKYLIGHT SHGC	****	NR	****
CEILING U-FACTOR	****	0.026	****
INSULATION ENTIRELY ABOVE ROOF DECK	****	0.032	****
WOOD-FRAMED WALL U-FACTOR	****	0.057	****
MASS WALL U-FACTOR <sup>b</sup>	****	0.06	****
FLOOR U-FACTOR	****	0.033	****
BASEMENT WALL U-FACTOR	****	0.059	****
UNHEATED SLAB F-FACTOR <sup>e</sup>	****	0.48	****
HEATED SLAB F-FACTOR <sup>e</sup>	****	0.66	****
CRAWL SPACE WALL U-FACTOR	****	0.055	****

(balance of table remains unchanged.)

TABLE N1102.1.3 (R402.1.3) is hereby amended to read as follows:

<b>TABLE N1102.1.3 (R402.1.3) INSULATION MINIMUM R-VALUES AND FENESTRATION REQUIREMENTS BY COMPONENT<sup>a</sup></b>			
<b>CLIMATE ZONE</b>	<b>****</b>	<b>6</b>	<b>****</b>
VERTICAL FENESTRATION U-FACTOR	****	0.32	****
SKYLIGHT U-FACTOR	****	0.5	****
GLAZED VERTICAL FENESTRATION SHGC	****	NR	****
SKYLIGHT SHGC	****	NR	****
CEILING R-VALUE	****	49	****
INSULATION ENTIRELY ABOVE ROOF DECK	****	30ci	****
WOOD-FRAMED WALL R-VALUE <sup>e,h</sup>	****	21 or 13 and 5ci	****
MASS WALL R-VALUE <sup>f</sup>	****	15/20	****
FLOOR R-VALUE <sup>h</sup>	****	30 or 19+7.5ci or 20ci	****
BASEMENT WALL R-VALUE <sup>b, e</sup>	****	15 or 10 ci	****
UNHEATED SLAB R-VALUE & DEPTH <sup>c</sup>	****	10ci, 4 ft	****
HEATED SLAB R-VALUE & DEPTH <sup>c</sup>	****	R-10ci, 4 ft and R-5 full slab	****
CRAWL SPACE WALL R-VALUE <sup>b, e</sup>	****	15ci or 19 or 13&5ci	****

(balance of table remains unchanged.)

Table N1102.5.1.1 (R402.5.1.1) is hereby amended to read as follows:

<b>TABLE N1102.5.1.1 (R402.5.1.1) AIR BARRIER, AIR SEALING AND INSULATION INSTALLATION<sup>a</sup></b>		
<b>COMPONENT</b>	<b>AIR BARRIER, AIR SEALING CRITERIA</b>	<b>INSULATION INSTALLATION CRITERIA</b>
****	****	****
Basement, crawl space and slab foundations	<p>Exposed earth in unvented crawl spaces shall be covered with a Class I vapor retarder/air barrier in accordance with Section N1102.2.11.</p> <p>Penetrations through concrete foundation walls and slabs shall be air sealed.</p> <p>Class 1 vapor retarders shall not be used as an air barrier on below-grade walls and shall be installed in accordance with Section R702.7.</p>	<p>Crawl space insulation, where provided instead of floor insulation, shall be installed in accordance with Section N1102.2.11.</p> <p>Conditioned basement foundation wall insulation shall be installed in accordance with Section N1102.2.9.1.</p> <p>Slab-on-grade floor insulation shall be installed in accordance with Section N1102.2.10.</p> <p>Exterior foundation insulation shall be covered and flashed to protect it from exposure to light and weather to a minimum of 6 inches (152 mm) below grade and be covered by a minimum 6-mil polyethylene slip sheet of the entire surface.</p>
****	****	****

(balance of table remains unchanged.)

**\*\*\*\***

**Section N1103.6.3 (R403.6.3)** is hereby deleted in its entirety.

**Section N1104.2 (R404.2)** is hereby deleted in its entirety.

**Section N1104.3 (R404.3)** is hereby deleted in its entirety.

**TABLE N1106.5 (R406.5)** is hereby amended to read as follows:

TABLE N1106.5 (R406.5) MAXIMUM ENERGY RATING INDEX		
CLIMATE ZONE	ENERGY RATING INDEX NOT INCLUDING OPP	ENERGY RATING INDEX WITH OPP
****	****	****
6	58	48
****	****	****

(balance of table remains unchanged.)

**SECTION M1502.4.2** is hereby amended to read as follows:

**M1502.4.2 Duct installation.** Exhaust ducts shall be supported at intervals not to exceed 4 feet (3658 mm) and shall be secured in place. The insert end of the duct shall extend into the adjoining duct or fitting in the direction of airflow. Exhaust duct joints shall may be mechanically fastened. Ducts shall not be joined with screws. Where dryer exhaust ducts are enclosed in wall or ceiling cavities, such cavities shall allow the installation of the duct without deformation.

**SECTION M1503.6 Exception** is hereby deleted in its entirety:

**SECTION M1601.4.1** is hereby amended to read as follows:

**M1601.4.1 Joints, seams and connections.** Longitudinal and transverse joints, seams and connections in metallic and nonmetallic ducts shall be constructed ...

**Exceptions:**

1. Spray polyurethane foam shall be permitted to be applied without additional joint seals.
2. Where a duct connection is made that is partially inaccessible, three screws or rivets shall be equally spaced on the exposed portion of the joint so as to prevent a hinge effect.
3. For ducts having a static pressure classification of less than 2 inches of water column (500 Pa), additional closure systems shall not be required for continuously welded joints and seams and locking-type joints and seams.

**SECTION M2005.1** is hereby amended to read as follows:

**M2005.1 General.** Water heaters shall be installed in accordance with the North Dakota State Plumbing Code, the manufacturer's instructions and the requirements of this code. \*\*\*\*

**SECTION M2101.3** is hereby amended to read as follows:

**M2101.3 Protection of potable water.** The potable water system shall be protected from backflow in accordance with the provisions listed in the North Dakota State Plumbing Code.

**SECTION M2101.10** is hereby amended to read as follows:

**M2101.10. Tests.** New Hydronic piping systems shall be isolated and tested hydrostatically at a pressure of not less than 100 pounds per square inch (698 kPa). The duration of the test shall not be less than 15 min. Hydronic piping to be embedded in concrete shall be pressure tested and inspected prior to pouring concrete.

**SECTION M2103.3** is hereby amended to read as follows:

**M2103.3 Piping joints.** Copper and copper alloy systems shall be soldered in accordance with ASTM B 828. Fluxes for soldering shall be in accordance with ASTM B 813. Brazing fluxes shall be in accordance with AWS A5.31. Piping joints that are embedded shall be installed in accordance with the following requirements:

1. Steel pipe joints shall be welded.
2. Copper tubing shall be joined by brazing complying with the North Dakota State Plumbing Code.
3. Polybutylene pipe and tubing joints ...

**FIGURE G2407.6.1(1) [304.6.1(1)]** is hereby deleted in its entirety.

**FIGURE G2407.6.1(2) [304.6.1(2)]** is hereby deleted in its entirety.

**SECTION G2407.11 (304.11)** is hereby amended to read as follows:

**G2407.11 (304.11) Combustion air ducts.** *Combustion air* ducts shall comply with all of the following:

1. Ducts shall be constructed of galvanized steel complying with Chapter 16 or of a material having equivalent corrosion ...
5. Ducts shall not terminate in an attic space.
6. Horizontal upper *combustion air* ducts shall not slope downward ...

**SECTION G2413.6 (402.6)** is hereby amended to read as follows:

**G2413.6 (402.6) Allowable pressure drop.** The design pressure loss in any *pipng system* under maximum probable flow conditions, from the *point of delivery* to the inlet connection of the *appliance*, shall be such that the supply pressure at the *appliance* is greater than or equal to the minimum pressure required by the *appliance* but such pressure loss shall not be greater than 0.5 inch water column for gas pipe systems operating at less than 2 psi.

**SECTION G2417.4.1 (406.4.1)** is hereby amended to read as follows:

**G2417.4.1 (406.4.1) Test pressure.** The test pressure to be used shall be not less than 1 1/2 times the proposed maximum working pressure, but not less than 25 psig, irrespective of design pressure. Where the test pressure exceeds 125 psig (862 kPa gauge), the test pressure shall not exceed a value that produces a hoop stress in the *pipng* greater than 50 percent of the specified minimum yield strength of the pipe.

**SECTION G2425.12 (501.12)** is hereby amended to read as follows:

**G2425.12 (501.12) Residential and low-heat appliances flue lining systems.** *Flue lining* systems for use with residential-type and low-heat *appliances* shall be limited to the following:

1. Clay *flue lining* complying with the requirements of ASTM C 315 or equivalent when each appliance connected into the masonry chimney has a minimum input rating of greater than 400,000 Btu/h. Clay *flue lining* shall be installed in accordance with Chapter 10.
2. *Listed chimney* lining systems complying with UL 1777.
3. Other *approved* materials that will resist, without cracking, softening or corrosion, *flue gases* and *condensate* at temperatures up to 1,800°F (982°C).
  - a. Aluminum (1100 or 3003 alloy or equivalent) not less than 0.032 inches up to 8 inches in diameter.
  - b. Stainless steel (304 or 430 alloy or equivalent) not less than 26 gauge (0.018 inches thick) to 8 inches in diameter or not less than 24 gauge (0.024 inches thick) 8 inches in diameter and larger.
  - c. When a metal liner other than a listed chimney liner, a condensation drip tee shall be installed and supported in an approved manner.

**SECTION G2427.5.2 (503.5.3)** is hereby amended to read as follows:

**G2427.5.2 (503.5.3) Masonry chimneys.** Masonry *chimneys* shall be built and installed in accordance with NFPA 211 and shall be lined as per Section G2424.12.

Exception: Masonry *chimney* flues serving *listed* ...

**SECTION G2439.7.2 (614.8.2)** is hereby amended to read as follows:

**G2439.7.2 (614.8.2) Duct installation.** Exhaust ducts shall be supported at 4-foot (1219 mm) intervals and secured in place. The insert end of the duct shall extend into the adjoining duct or fitting in the direction of airflow. Ducts shall not be joined with screws. Where dryer exhaust ducts are enclosed in wall or ceiling cavities, such cavities shall allow the installation of the duct without deformation.

**SECTION G2442.4 (618.4)** is hereby amended to read as follows:

**G2442.4 (618.4) Screen.** Required outdoor air inlets shall be covered with a screen having 1/4-inch (6.4 mm) openings. Required outdoor air inlets serving a nonresidential portion of a building shall be covered with screen having openings larger than 1/4 inch but not larger than 1/2 inch.

**CHAPTERS 25 THROUGH 43** are hereby deleted in their entirety.

**APPENDIX BE - Radon Control Methods** is hereby adopted in its entirety and incorporated herein by reference, subject to the following amendments:

**BE101.1 General.** This appendix contains requirements for new construction in jurisdictions where radon-resistant construction is required.

**Figure BE101.1 and Table BE101.1** are hereby deleted in their entirety.

\* \* \* \*

**BE103.1 General.** The following construction techniques are intended to resist radon entry and prepare the building for post-construction radon mitigation, if necessary (see Figure BE103.1). These techniques are required in areas where designated by the jurisdiction. All potential entry routes, including but not limited to joints, penetrations, gaps, cracks, and openings, shall be cleared of debris and sealed.

\* \* \* \*

The Exception in **BE103.2(2) Subfloor preparation** is hereby deleted in its entirety.

\* \* \* \*

**Section BE103.3 Soil-gas-retarder** is hereby deleted in its entirety.

**Section BE103.4 Entry routes** is hereby deleted in its entirety.

**Section BE103.4.1 Floor openings** is hereby deleted in its entirety.

**Section BE103.4.2 Concrete joints** is hereby deleted in its entirety.

**Section BE103.4.3 Condensate drains** is hereby deleted in its entirety.

**Section BE103.4.4 Sumps** is hereby deleted in its entirety.

**Section BE103.4.5 Foundation walls** is hereby deleted in its entirety.

**Section BE103.4.6 Dampproofing** is hereby deleted in its entirety.

**Section BE103.4.7 Air handling units** is hereby deleted in its entirety.

**Section BE103.4.8 Ducts** is hereby deleted in its entirety.

**Section BE103.4.9 Crawl space floors** is hereby deleted in its entirety.

**Section BE103.4.10 Crawl space access** is hereby deleted in its entirety.

\* \* \* \*

**Section BE104.1 Testing** is hereby deleted in its entirety.

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

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

ATTEST:

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City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

ORDINANCE NO. 1275

AN ORDINANCE TO AMEND AND REENACT SECTION 5-0801, AND TO REPEAL AND REENACT SECTION 5-0802 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO INTERNATIONAL EXISTING BUILDING CODE.

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

SECTION 1. Section 5-0801 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

5-0801. ADOPTION OF INTERNATIONAL EXISTING BUILDING CODE. There is hereby adopted by reference by the Board of City Commissioners, for the purpose of prescribing regulations governing standards, relative to housing in the City of West Fargo, that certain code known as the International Existing Building Code, recommended and compiled by the International Code Council, being particularly the ~~2021~~ 2024 edition thereof, as the same are now established in said code, a copy of which is on file in the office of the Building Administrator for the City of West Fargo, with the exception of the sections hereinafter set forth affecting local conditions of the City of West Fargo, which sections shall be substituted for and in lieu of like sections or paragraphs in said International Existing Building Code; the Board of City Commissioners of said City of West Fargo, by this section hereby approves and adopts such rules and regulations, so modified, for the use and application within the city limits of West Fargo, North Dakota, as well as for any area within the extraterritorial zoning jurisdiction of the City. Provided, that any amendments of the ~~2021~~ 2024 edition of the Code may be adopted by the City by resolution.

SECTION 2. Section 5-0802 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby repealed in its entirety and replaced and reenacted to read as follows:

5-0802. AMENDMENT TO INTERNATIONAL EXISTING BUILDING CODE. The International Existing Building Code, as adopted in Section 5-0801, is hereby changed and amended as follows:

**SECTION 101.1 is hereby amended to read as follows:**

**101.1 Title.** These regulations shall be known as the Existing Building Code of the City of West Fargo hereinafter referred to as “this code.”

**SECTION 103.1 is hereby amended to read as follows:**

**103.1 Creation of agency.** The City of West Fargo Inspections Department is hereby created, and the official in charge thereof shall be known as the code

official. The function of the agency shall be the implementation, administration and enforcement of the provisions of this code.

**SECTION 104.2.4.1 is hereby deleted in its entirety.**

**SECTION R104.8** is hereby amended to read as follows:

**[A] 104.8 Liability.** The *building official*, member of the board of appeals or employee charged with the enforcement of this code, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance, shall not thereby be rendered personally liable, either civilly or criminally, and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or the city be held as assuming any such liability by reason of the inspection authorized by this code or any permits or certificates issued under this code.

**SECTION R104.8.1** is hereby amended to read as follows:

**R104.8.1 Legal defense.** Any suit or criminal complaint instituted against an officer or employee because of an act or omission performed by that officer or employee in the lawful discharge of duties and under the provisions of this code or other laws or ordinances implemented through the enforcement of this code shall be defended by legal representatives of the jurisdiction under the final termination of the proceedings and shall be afforded all protection provided by the City's insurance pool and the immunities and defenses provided by other applicable local, state or federal laws. The building official or any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of this code.

**SECTION 105.2** is hereby amended to read as follows:

**105.2 Work exempt from permit.** Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

**Building:**

1. Sidewalks and driveways not more than 30 inches (762 mm) above grade and not over any basement or story below and that are not part of an accessible route.

2. Painting, papering, tiling ... ..
6. Nonfixed and movable cases, counters and partitions not over 5 feet 9 inches (1753 mm) in height.
7. Reroofing.
8. Window Replacement.

**SECTION 109.3.3 is hereby deleted in its entirety.**

**SECTION 109.3.10 is hereby deleted in its entirety.**

**SECTION 112 is hereby deleted in its entirety.**

**SECTION 201.3 is hereby amended to add the following:**

**201.3 Terms defined in other codes.** Where terms are not defined in this code and are defined in the other *International Codes*, such terms shall have the meanings ascribed to them in those codes.

Wherever the term “International Plumbing Code” and/or the “International Private Sewage Disposal Code” is used in this Code, it shall mean the North Dakota State Plumbing Code. Wherever the term “ICC Electrical Code” is used in this Code, it shall mean the National Electric Code together with the North Dakota State Wiring Standards. Wherever the term “Flood Hazard Area” is used, it shall mean the West Fargo Flood Plain Management ordinance together with the Flood Proofing Code of the city of West Fargo, North Dakota.

**SECTION 1401.2 is hereby amended by adding a new second paragraph to read as follows:**

**1401.2 Conformance.** Buildings to be moved within this jurisdiction shall comply with provisions of this Chapter. Buildings to be moved into this jurisdiction shall comply with the provisions of the International Codes for new buildings and shall be certified as to that compliance by an agency approved by the code official.

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

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

ATTEST:

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City Auditor

Date of First Reading:

Date of Second Reading:

Date of Publication:

**Item Title:** Improvement District No. 2294 – 6<sup>th</sup> St and 23d Ave E – Intersection Improvements

**Requested Action/Staff Recommendation:** Accept bid and Award Contract

**Presented By:** Jerry Wallace, City Engineer

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**New Information:** A virtual bid opening was conducted on January 29, 2026. There was a total of three (3) bidders, with All Finish Concrete, Inc. as the low bidder. The low bid was \$933,735.00, which was \$ 173,582 (15.7%) under the Engineer's design estimate. Staff recommends awarding the contract to All Finish Concrete, Inc.

**Background & Project Summary:** To meet high traffic demand, the intersection will be upgraded with signalization and surface reconstruction to accommodate improved crosswalk geometry and ADA ramps. Previously, a single-lane roundabout was planned for the area, but the project was discontinued after properties within the district successfully protested the creation of the project.

**Financial Analysis:** The Engineer's Report estimated the total project costs, including a 25% contingency, at \$1,467,000. Funding was proposed as follows:

- One-third funded via Capital Improvements Sales Tax
- One-third via Economic Development Sales Tax
- One-third to be special assessed to the benefiting properties

**Policy Analysis:** Given the existing commercial traffic volumes and the continued development of the surrounding greenfield areas, intersection improvements and the addition of a traffic signal are recommended to maintain acceptable future levels of service and ensure safe, efficient operations.

**Supporting Documents:**

- Affidavit of Publication
- Bid Tabulation
- Notice of Award
- Engineer's Statement of Estimated Cost
- Associated Resolution

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**Previously Presented Information & Commission Actions:**

1/5/2026 –

- **Staff Recommendation:** Approve Plans and Specifications and Direct Advertisement for Bids

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

**7/7/2025 –**

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

**5/19/2025 –**

- **Staff Recommendation:** Authorize Resolution of Necessity and Approve Task Order with Bolton & Menk
- **Commission Action:** Commissioner Olson moved, and Commissioner Zundel seconded to Approve. No opposition, motion carried.

**3/17/2025 –**

- **Staff Recommendation:** Rescind previously adopted Resolution Declaring Petition for Improvements Received, Approve Engineer's Report and Direct Plans and Specifications
- **Commission Action:** Commissioner Anderson moved, and Commissioner Olson seconded to Approve. No opposition, motion carried.

**2/24/2025 –**

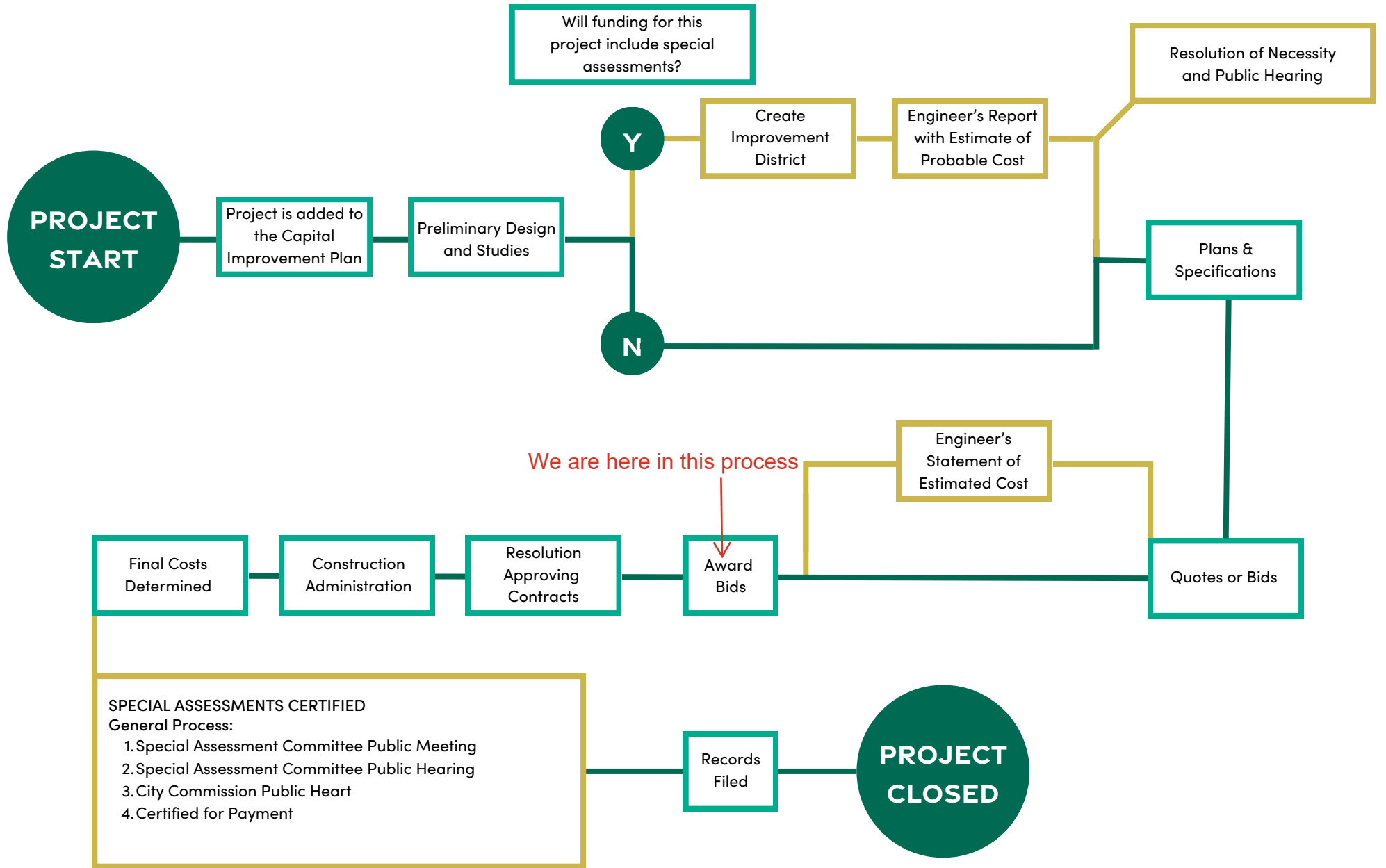
- **Staff Recommendation:** Accept Petition for Improvements, Create Improvement District No. 2294; and Direct Engineer to prepare an Engineer's Report
- **Commission Action:** Commissioner Zundel moved to approve and prepare the Engineer's Report with both intersection options, and Commissioner Olson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

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

**West Fargo City Commission**

Bernie Dardis, Commission President  
 Brad Olson, Commission Vice President  
 Roben Anderson, Rory Jorgensen, Amy Zundel, Commissioners  
 Dustin Scott, City Administrator

# CITY PROJECT PROCESS FLOW CHART



\*The City of West Fargo creates an Engineer's Report and Estimate of Probably Cost for most projects, but is legally required to do so for projects using special assessment funding.

\*Project Steps in YELLOW boxes are only necessary when a project is funding through the use of special assessments.



# AFFIDAVIT OF PUBLICATION

State of Florida, County of Broward, ss:

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

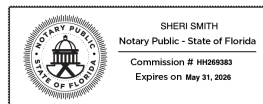
1. I am the designated agent of The The Forum of Fargo-Moorhead (ND), under the provisions and for the purposes of, Section 31-04-06, NDCC, for the newspaper listed on the attached exhibit.

2. The newspaper listed on the exhibit published the advertisement of: **ND Bids/Proposals Notice**; (2) time: *Wednesday, January 14, 2026, Wednesday, January 21, 2026*, as required by law or ordinance.

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

*Anjana Bhadoriya*

(Signed) \_\_\_\_\_



## VERIFICATION

State of Florida  
County of Broward

Subscribed in my presence and sworn to before me on this: 01/26/2026

*S. Smith*

\_\_\_\_\_  
Notary Public

Notarized remotely online using communication technology via Proof.

CITY OF WEST FARGO, NORTH DAKOTA  
IMPROVEMENT DISTRICT NO. 2294 - 6TH ST AND 23RD AVE E - INTERSECTION IMPROVEMENTS  
ADVERTISEMENT FOR BIDS  
City of West Fargo is requesting Bids for the construction of the project listed above.  
Bids for the construction of the Project will be received and accepted via electronic bid (vBid) through QuestCDN until January 29, 2026, at 9:00 a.m. local time. Bids will be viewed and read via video/phone conference at 9:30 a.m. the same day. Mailed or hand delivered bids will not be opened or considered. Link for the video/phone conference is provided at [www.westfargond.gov/268/Engineer](http://www.westfargond.gov/268/Engineer) by clicking the Engineering Project Bid System tab, or at [www.questcdn.com](http://www.questcdn.com).  
The Project consists of a new four way traffic signal system, connections into existing fiber and roadway networks, and surface reconstruction to configure crosswalks and lane geometry.  
Bids will be received for a single prime Contract. Bids shall be on a unit price basis as indicated in the Bid Form. Digital project bidding documents will be available at <https://www.westfargond.gov/268/Engineer> by clicking the Project Bid Information tab, or at [www.questcdn.com](http://www.questcdn.com). You may download the complete set of digital documents for a nonrefundable fee of \$42.00 by locating eBid Doc#M Number 10007386 on the website. Please contact QuestCDN.com at 952-233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in membership registration, downloading and working with this digital project information, and online bid submittal.  
Each bid must be accompanied by a bidder's bond in a sum equal to 5% of the full amount of the bid executed by the bidder as principal and by a surety, conditioned that if the principal's bid is accepted and a contract is awarded to the principal, the principal, within ten (10) days after the notice of the award, shall execute a contract in accordance with the terms of the bid and the bid bond, and any conditions of the City of West Fargo, as required by law. A countersignature of a bid bond is not required. If the City of West Fargo elects to award a contract to the lowest responsible bidder, and the lowest responsible bidder does not execute a contract within ten (10) days, the bidder's bond will be forfeited to the City of West Fargo, and the City of West Fargo may award the project to the next lowest responsible bidder. Each bidder must possess a valid North Dakota contractor's license for the full amount of their bid, as required by N.D.C.C. § 43-07-7. Each bidder MUST enclose a copy of their Contractor's License or Certificate of Renewal, issued by the North Dakota Secretary of State, and each license must be valid and dated at least 10 days prior to the date set for bid opening, as required under N.D.C.C. § 43-07-12.  
The City of West Fargo will not read or consider any bid that does not fully comply with the requirements above, or the requirements of N.D.C.C. § 48-01.2-05.  
Owner: City of West Fargo  
By: Dustin T. Scott  
Title: City Administrator  
Date: January 5, 2026





Improvement District No. 2294  
 6th St and 23rd Ave E - Intersection Improvements (#10007386)  
 Owner: City of West Fargo  
 Solicitor: City of West Fargo  
 01/29/2026 09:00 AM CST

Section Title Line Item	Item Code	Item Description	UoM	Quantity	Engineer Estimate		All Finish Concrete, Inc.		Northern Improvement Company		Opp Construction / Fargo	
					Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Base Bid						\$1,107,317.00		\$933,735.00		\$973,977.25		\$986,599.30
1	103 0100	CONTRACT BOND	LSUM	1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$2,665.00	\$2,665.00	\$8,000.00	\$8,000.00
2	201 0370	REMOVAL OF TREES 10IN	EA	1	\$350.00	\$350.00	\$1,000.00	\$1,000.00	\$600.00	\$600.00	\$2,250.00	\$2,250.00
3	202 0114	REMOVAL OF CONCRETE PAVEMENT	SY	854	\$37.00	\$31,598.00	\$16.00	\$13,664.00	\$33.50	\$28,609.00	\$33.50	\$28,609.00
4	202 0130	REMOVAL OF CURB & GUTTER	LF	808	\$12.50	\$10,100.00	\$10.00	\$8,080.00	\$15.00	\$12,120.00	\$12.25	\$9,898.00
5	203 0101	COMMON EXCAVATION-TYPE A	CY	124	\$75.00	\$9,300.00	\$36.00	\$4,464.00	\$45.00	\$5,580.00	\$90.00	\$11,160.00
6	203 0126	REMOVE & SALVAGE TOPSOIL	SY	263	\$15.75	\$4,142.25	\$36.00	\$9,468.00	\$40.00	\$10,520.00	\$18.50	\$4,865.50
7	251	TURF ESTABLISHMENT & PERMANENT EROSION CONTROL	LSUM	1	\$9,000.00	\$9,000.00	\$12,000.00	\$12,000.00	\$3,575.00	\$3,575.00	\$4,900.00	\$4,900.00
8	302 0120	AGGREGATE BASE COURSE CL 5	TON	207	\$57.00	\$11,799.00	\$60.00	\$12,420.00	\$68.50	\$14,179.50	\$45.00	\$9,315.00
9	550 0300	8IN NON-REINF CONCRETE PAVMT CL AE-DOWELED	SY	900	\$227.00	\$204,300.00	\$145.00	\$130,500.00	\$165.00	\$148,500.00	\$155.00	\$139,500.00
10	702 0100	MOBILIZATION	LSUM	1	\$50,000.00	\$50,000.00	\$80,000.00	\$80,000.00	\$76,500.00	\$76,500.00	\$80,000.00	\$80,000.00
11	704	TEMPORARY TRAFFIC CONTROL	LSUM	1	\$15,000.00	\$15,000.00	\$5,500.00	\$5,500.00	\$5,475.00	\$5,475.00	\$25,000.00	\$25,000.00
12	704 1500	OBLITERATION OF PAVEMENT MARKING	SF	282	\$18.00	\$5,076.00	\$7.00	\$1,974.00	\$11.00	\$3,102.00	\$11.00	\$3,102.00
13	708 1540	INLET PROTECTION - CURB GRATE	EA	7	\$350.00	\$2,450.00	\$200.00	\$1,400.00	\$195.00	\$1,365.00	\$300.00	\$2,100.00
14	708 1541	REMOVE INLET PROTECTION - CURB GRATE	EA	7	\$90.00	\$630.00	\$60.00	\$420.00	\$55.00	\$385.00	\$75.00	\$525.00
15	709 0151	GEOSYNTHETIC MATERIAL TYPE R1	SY	413	\$4.75	\$1,961.75	\$6.00	\$2,478.00	\$4.00	\$1,652.00	\$8.60	\$3,551.80
16	722 6200	ADJUST MANHOLE	EA	1	\$1,500.00	\$1,500.00	\$780.00	\$780.00	\$765.00	\$765.00	\$1,400.00	\$1,400.00
17	724 0420	HYDRANT-RELOCATE	EA	1	\$6,000.00	\$6,000.00	\$4,400.00	\$4,400.00	\$6,600.00	\$6,600.00	\$4,400.00	\$4,400.00
18	724 0810	WATERMAIN 6IN PVC	LF	40	\$175.00	\$7,000.00	\$95.00	\$3,800.00	\$105.00	\$4,200.00	\$93.00	\$3,720.00
19	724 0944	CONNECTION TO EXISTING MAIN	EA	1	\$4,000.00	\$4,000.00	\$1,760.00	\$1,760.00	\$1,980.00	\$1,980.00	\$1,800.00	\$1,800.00
20	724 7002	6IN GATE VALVE & BOX	EA	1	\$3,500.00	\$3,500.00	\$3,025.00	\$3,025.00	\$3,850.00	\$3,850.00	\$3,025.00	\$3,025.00
21	724 7007	6IN 45o BEND	EA	2	\$1,600.00	\$3,200.00	\$1,100.00	\$2,200.00	\$880.00	\$1,760.00	\$1,100.00	\$2,200.00
22	748	CURB & GUTTER KNOCKDOWN	LF	21	\$95.00	\$1,995.00	\$85.00	\$1,785.00	\$65.00	\$1,365.00	\$98.00	\$2,058.00
23	748	CURB & GUTTER HIGH BACK 30IN	LF	125	\$92.00	\$11,500.00	\$85.00	\$10,625.00	\$65.00	\$8,125.00	\$79.00	\$9,875.00
24	750 0115	SIDEWALK CONCRETE 4IN	SY	107	\$137.00	\$14,659.00	\$115.00	\$12,305.00	\$125.00	\$13,375.00	\$114.00	\$12,198.00
25	750 0125	SIDEWALK CONCRETE 5IN	SY	55	\$147.00	\$8,085.00	\$140.00	\$7,700.00	\$135.00	\$7,425.00	\$96.00	\$5,280.00
26	750 0140	SIDEWALK CONCRETE 6IN	SY	51	\$157.00	\$8,007.00	\$180.00	\$9,180.00	\$150.00	\$7,650.00	\$105.00	\$5,355.00
27	750 0210	CONCRETE MEDIAN NOSE PAVING	SY	7	\$300.00	\$2,100.00	\$125.00	\$875.00	\$350.00	\$2,450.00	\$263.00	\$1,841.00
28	750 2115	DETECTABLE WARNING PANELS	SF	77	\$70.00	\$5,390.00	\$50.00	\$3,850.00	\$60.00	\$4,620.00	\$62.00	\$4,774.00
29	754	SALVAGE SIGN ASSEMBLY	EA	3	\$23.00	\$69.00	\$55.00	\$165.00	\$55.00	\$165.00	\$65.00	\$195.00
30	754 0112	FLAT SHEET FOR SIGNS-TYPE IV REFL SHEETING	SF	55	\$35.00	\$1,925.00	\$45.00	\$2,475.00	\$44.15	\$2,428.25	\$45.00	\$2,475.00
31	762	METHYL METHACRYLATE PVMT MK 24IN LINE (GROOVED)	LF	483	\$73.00	\$35,259.00	\$72.00	\$34,776.00	\$82.50	\$39,847.50	\$83.00	\$40,089.00
32	762 0122	PREFORMED PATTERNED PVMT MK-MESSAGE(GROOVED)	SF	152	\$57.00	\$8,664.00	\$53.00	\$8,056.00	\$49.50	\$7,524.00	\$50.00	\$7,600.00
33	762 1305	PREFORMED PATTERNED PVMT MK 4IN LINE-GROOVED	LF	854	\$6.50	\$5,551.00	\$9.00	\$7,686.00	\$8.00	\$6,832.00	\$8.00	\$6,832.00
34	762 1309	PREFORMED PATTERNED PVMT MK 8IN LINE-GROOVED	LF	746	\$11.00	\$8,206.00	\$19.00	\$14,174.00	\$15.50	\$11,563.00	\$16.00	\$11,936.00
35	770 0001	LIGHTING SYSTEM	LSUM	1	\$50,000.00	\$50,000.00	\$37,000.00	\$37,000.00	\$37,400.00	\$37,400.00	\$37,400.00	\$37,400.00
36	770 4567	REMOVE LIGHTING SYSTEM	LSUM	1	\$10,000.00	\$10,000.00	\$12,000.00	\$12,000.00	\$12,100.00	\$12,100.00	\$12,100.00	\$12,100.00
37	772 0001	TRAFFIC SIGNAL SYSTEM	LSUM	1	\$500,000.00	\$500,000.00	\$425,000.00	\$425,000.00	\$440,825.00	\$440,825.00	\$441,000.00	\$441,000.00
38	772 9200	IT SYSTEM	LSUM	1	\$45,000.00	\$45,000.00	\$36,750.00	\$36,750.00	\$36,300.00	\$36,300.00	\$36,300.00	\$36,300.00
<b>Base Bid Total:</b>						<b>\$1,107,317.00</b>		<b>\$933,735.00</b>		<b>\$973,977.25</b>		<b>\$986,599.30</b>

## NOTICE OF AWARD

---

Date of Issuance:

Owner: City of West Fargo

Owner's Contract No.: 2294

Engineer: Bolton & Menk

Engineer's Project No.: 2294

Project:

Contract Name: Improvement District No. 2294 – 6<sup>th</sup> St  
and 23<sup>rd</sup> Ave E – Intersection  
Improvements

Bidder: All Finish Concrete, Inc.

Bidder's Address: 801 Christianson Dr W, West Fargo, ND 58078

### TO BIDDER:

You are notified that Owner has accepted your Bid dated January 29, 2026, for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: Improvement District No. 2294 – 6<sup>th</sup> St and 23<sup>rd</sup> Ave E – Intersection Improvements.

The Contract Price of the awarded Contract is: \$ 933,735.00

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

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

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

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

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

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

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Owner: City of West Fargo

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Authorized Signature

By: Bernie L. Dardis

Title: President of the Board of City Commissioners

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Copy: Engineer

February 17, 2026

Board of City Commissioners  
City of West Fargo  
2515 6<sup>th</sup> St E  
West Fargo, ND 58078

Re: Improvement District No. 2294 – 6<sup>th</sup> St and 23<sup>rd</sup> Ave E – Intersection Improvements

WHEREAS, bids were opened and filed for Improvement District No. 2294 – 6<sup>th</sup> St and 23<sup>rd</sup> Ave E – Intersection Improvements for the City of West Fargo, North Dakota; and

WHEREAS, the engineer for the City of West Fargo, North Dakota is required to make a careful and detailed statement of the estimated cost of work (pursuant to N.D.C.C. 40-22-29);

NOW THEREFORE, I, Jerrold F. Wallace, do hereby certify as follows:

That I am the City Engineer for the City of West Fargo, North Dakota;

That the following (and/or attached hereto) is a detailed statement of the estimated cost for work described as Improvement District No. 2294 – 6<sup>th</sup> St and 23<sup>rd</sup> Ave E – Intersection Improvements of the City of West Fargo, North Dakota.

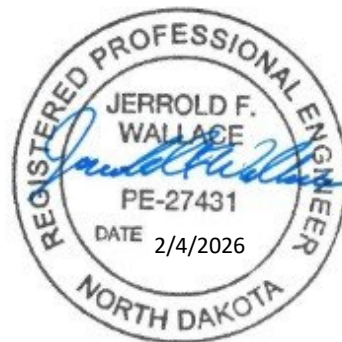
IN WITNESS THEREOF, I have hereunto set my hand and seal this 4<sup>th</sup> day of February 2026.

JERROLD F. WALLACE  
ND REG. NO. 27431



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*Engineer for the City of West Fargo  
West Fargo, North Dakota*





Jerry Wallace, City Engineer  
 Paul Bervik, Asst. City Engineer  
 Kyle McCamy, Asst. City Engineer  
 Kayla Volness, Project Administrator

**Engineering Department**  
 2515 6<sup>th</sup> St E, West Fargo, ND  
 (701) 515-5100  
[westfargond.gov/Engineer](http://westfargond.gov/Engineer)

## Engineer's Statement of Cost

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

### Improvement District No. 2294

6<sup>th</sup> St and 23<sup>rd</sup> Ave E – Intersection Improvements

#### Estimate of Probable Cost

Construction			\$ 1,028,000
	Bid Proposal Items	\$ 933,735.00	
	Contingency (~10%)	\$ 94,265.00	
West Fargo Engineering Fee (~1%)		\$ 10,000	
Feasibility Study - Consultant		\$ 10,000	
Basic Services - Consultant		\$ 60,000	
Design Services - Consultant		\$ 15,000	
Materials Testing - Consultant (~1.5%)		\$ 16,000	
Construction Engineering - City (~5%)		\$ 52,000	
Legal & Administration (~5%)		\$ 52,000	
Bonding (~4%)		\$ 41,000	
<u>Total Estimated Cost</u>			<u>\$ 1,284,000</u>

#### Source of Funds

City Funds (2/3)			\$ 856,000
	Capital Improv. Sales Tax (1/3)	\$ 428,000	
	Economic Devel. Sales Tax (1/3)	\$ 428,000	
Special Assessments (1/3)			\$ 428,000
<u>Total</u>			<u>\$1,284,000</u>

Commissioner \_\_\_\_\_ introduced the following resolution and moved its adoption:

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

WHEREAS, bids have heretofore been received for the making of certain improvements in Improvement District No. 2294 – 6<sup>th</sup> St and 23<sup>rd</sup> Ave E – Intersection Improvements of the City of West Fargo, North Dakota; and

WHEREAS, said bids were opened and made public and are on file in the office of the City Auditor of the City of West Fargo; and

WHEREAS, the Engineer for the City of West Fargo has made and filed a careful and detailed statement of the estimated cost of said work; and

WHEREAS, it is necessary to accept the bid for the work to be completed;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the fact is and that the minutes show that the bid of All Finish Concrete, Inc., in the amount of \$933,735.00, is the lowest bid received and that said company is the lowest responsible bidder; that said bid was accompanied by a bidder's bond in the amount of 5% of the bid price and copy of the contractor's license or certificate of renewal thereof and in conformity with the provisions of Chapter 40-29 of the North Dakota Century Code

That the Engineer for the City of West Fargo, has made and filed with the Board of City Commissioners of the City of West Fargo a careful and detailed statement of the estimated cost of said work in said Improvement District No. 2294;

That the contract for the construction of said improvement for which advertisement for bids is made, be and the same is hereby awarded to the said All Finish Concrete, Inc., in the amount of \$933,735.00, and that the President of the Board of City Commissioners and the City Auditor are hereby authorized and directed to enter into a contract with the said contractor for the making of the improvements for which advertisement for bids was heretofore made and for which they were the low bidder.

Dated: February 17, 2026

APPROVED:

\_\_\_\_\_  
President of Board of City Commissioners

ATTEST:

\_\_\_\_\_  
City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner \_\_\_\_\_. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: \_\_\_\_\_. The following commissioners were absent and not voting: \_\_\_\_\_. The following commissioners voted nay: \_\_\_\_\_. The majority having voted aye, the motion was carried and the resolution was duly adopted.

**Item Title:** Project No. 2284 – 2026 HSIP Intersections – Turn Lane Realignment (9<sup>th</sup> St E/19<sup>th</sup> Ave E, 32<sup>nd</sup> Ave E/4<sup>th</sup> St E, and Sheyenne St/38<sup>th</sup> Ave W)

**Requested Action/Staff Recommendation:** Approve Task Order No. 6-1 with Bolton & Menk

**Presented By:** Jerry Wallace, City Engineer

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**New Information:** On December 15, 2025, the Commission voted to concur with NDDOT and award the bid to Northern Improvement Company. This task order would retain the design engineer, Bolton & Menk, to provide construction engineering and administration services during the final phases of the project.

**Background & Project Summary:** This project will realign the turning lanes to significantly improve intersection safety at three intersections by providing drivers with a clearer view of oncoming traffic.

**Financial Analysis:** This project is included in the 2024 CIP and has been awarded a federal HSIP grant of \$471,507.40 towards construction costs. Remaining construction and soft costs are proposed to come from the Capital Improvement Sales Tax fund.

**Supporting Documents:**

- Task Order No. 6-1
- 

**Previously Presented Information & Commission Actions:**

**December 15, 2025 –**

- **Staff Recommendation:** Review Bid and Concur with NDDOT's Recommendation to award Bid to Northern Improvement Company
- **Commission Action:** Commissioner Olson moved and Commissioner Jorgensen seconded to approve. No opposition, motion carried.

**September 8, 2025 –**

- **Staff Recommendation:** Direct and Approve Engineer's Report, Direct and Approve Plans and Specifications; and Direct Advertisement for Bids by NDDOT
- **Commission Action:** Commissioner Olson moved and Commissioner Anderson seconded to approve. No opposition, motion carried.

**November 18, 2024 -**

- **Staff Recommendation:** Create Project No. 2284 and approve Task Order No. 6 with Bolton & Menk in the amount of \$63,360.
- **Commission Action:** Commissioner Olson moved, and Commissioner Anderson seconded to approve. No opposition, motion carried.

**December 6, 2021 -**

- **Staff Recommendation:** Approve grant applications and Authorize Mayor to sign letters of support.
- **Commission Action:** Commissioner Olson moved, and Commissioner George seconded to approve. No opposition, motion carried.

**West Fargo City Commission**

Bernie Dardis, Commission President

Brad Olson, Commission Vice President

Roben Anderson, Rory Jorgensen, Amy Zundel, Commissioners

Dustin Scott, City Administrator

## Task Order 6-1

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

### 1. Background Data

- a. Effective Date of Task Order: January 26, 2026
- b. Owner: City of West Fargo, North Dakota
- c. Engineer: Bolton & Menk, Inc.
- d. Specific Project (title): HEU-8-992(049) 2026 HSIP Turn Lane Realignments – Various Locations. City of West Fargo Project # 2284

### 2. Services of Engineer

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

**Description: Construction Engineering and Administration for the NDDOT HSIP funded project modifying existing traffic signals and turn lanes at three intersections in West Fargo. Given this, we propose to add the scope of work as described in the attached Exhibit A on pages 4 and 5 of this document.**

### 3. Owner's Responsibilities

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

### 4. Task Order Schedule

The construction administration schedule will follow the contractors schedule with final project closeout documents being submitted to the NDDOT by January 31, 2027.

## 5. Payments to Engineer

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

<b>Task Category &amp; Task</b>	<b>Task Order</b>	<b>Previous Fee (\$)</b>	<b>Increased Fee (\$)</b>	<b>Amended Maximum Fee (\$)</b>
Preliminary & Final Design; Plans, Specs, Estimate	6	\$ 63,630.00	-	\$ 63,360.00
Construction Engineering & Administration	6-1	-	\$91,781.00	\$91,781.00
<b>ADDITIONAL SERVICES SUBTOTAL</b>		<b>\$63,630.00</b>	<b>\$91,781.00</b>	<b>\$155,141.00</b>

\*task 6-1 in above table is to be billed on an hourly not-to-exceed basis.

## 6. Terms and Conditions

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

The Effective Date of this Task Order 6-1 is January 26, 2026

OWNER:

By: \_\_\_\_\_

Print Name: Daniel Hanson, PE

Title: Sr. Community Development Director

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Jerrold Wallace, PE

Title: City Engineer

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

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

Phone: 701-515-5104

ENGINEER:

By: Mike Bittner

Print Name: Mike Bittner, PE

Title: Director of Strategic Initiatives | Principal

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Grant J. Kuper, PE

Title: Municipal Practice Leader | Principal

Address: 4334 18<sup>th</sup> Avenue South  
Suite 101  
Fargo, ND 58103

E-Mail Address: Grant.Kuper@bolton-menk.com

Phone: 701-540-7444

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Task Order Form

EJCDC® E-505, Agreement Between Owner and Engineer for Professional Services – Task Order Edition.  
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and American Society of Civil Engineers. All rights reserved.

## **Engineer's Services for Task Order**

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### City # 2284 – 2026 HSIP Turn Lane Realignments Various Locations – West Fargo, ND

This construction administration project includes oversight for the contractor to remove the negative left turn lane offset and modify traffic signals at three intersections; 9th St E & 19th Ave E, 32nd Ave E & 4th St E, and Sheyenne St & 38th Ave W. This will require removing the existing current raised curb median and replacing with pavement, replacement of street lighting, traffic signal modifications, and re-striping the turn lanes to a different geometry.

This scope of work is based on the expected needs of the City of West Fargo. The anticipated construction duration is assumed to be up to 7-weeks for inspection. All project Final Documents per the NDDOT Construction Records Manuals will be completed by January 31, 2027.

### ***Scope of Work:***

#### **Task 1.0 Project Management and Coordination**

Includes day-to-day project management, coordination, and meetings with City of West Fargo and the Bolton & Menk project team. Includes preparing and updating project progress reports & schedules as well as administering the contract and preparing invoices. Includes one preconstruction meeting, weekly progress reports & pay estimates, and monthly invoices.

Prior to construction beginning, Bolton & Menk will schedule and conduct the preconstruction meeting upon contractor's request. We will distribute invitations and prepare and distribute meeting minutes. Bolton & Menk will discuss the contractor's schedule to review potential conflicts or problems as well as discuss utility coordination. The project team will study plans, specifications, and award documents in preparation for the preconstruction meeting and prior to start of construction.

#### **Task 2.0 Construction Observation, Inspection, Survey, and Materials Testing**

The Project will be staffed at all times while construction is in progress. All project inspection personnel will study project plans and specifications, prior to the start of each construction operation. Project documentation and records will be recorded using the NDDOT's web-based Construction Automated Records System (CARS) complying with the NDDOT Construction Records Manual. The Project Engineer shall provide oversight to inspection staff involved with the project. The Project Engineer will also provide oversight and approval of all shop drawings, project records, progress reports, and pay quantity entries through CARS. The Project Manager shall coordinate construction survey requests with Bolton & Menk Survey Staff and materials testing with Braun Intertec for Aggregate Base Class 5, 9IN & 10IN Non-Reinf Concrete Pavement CL AE-Doweled, and concrete for the new traffic signal foundation. Invoices for Braun Intertec's testing will be sent directly to the City of West Fargo Engineering Department for payment.

The Project Engineer shall review the contractor's schedule regularly to identify any potential conflicts or problems and keep the City updated on project schedule through weekly progress reports and conversations. If any unforeseen events/conditions arise during the project, the Project Engineer will consult with the City and coordinate with the contractor the City's proposed solution.

The Project Manager and on-site personnel will complete and enter all Daily Inspection Diaries, as well as Pay Quantity Entries. Inspection staff will compute and provide documentation of all measured quantities and pay items requiring measurements per the NDDOT Construction Records Manual. Progressive Estimates will be submitted every 2-4 weeks based on the completed work activities. Additionally, the Project Manager and on-site personnel will assist in day-to-day duties, including but not limited to the approval and verification of materials, daily inspection of work zone traffic control, documentation of temporary erosion control, required federal documentation and EEO forms, and communication of any unseen events or conditions that may arise. Upon achieving substantial completion, the Project Engineer will distribute a punch-list of items for the contractor to complete prior to project acceptance. Prior to project acceptance, the City, Contractor, and Project Engineer/Project Manager will conduct a final walk through of the project sites ensuring all work items meet acceptance.

Bolton & Menk will utilize the LCP tracker web application to review certified payroll for the prime contractor and all subcontractors ensuring compliance with applicable labor laws, prevailing wage requirements, and contract provisions.

The Bolton & Menk survey team shall perform the following tasks per Plans and Specifications. Due to the nature of this project, additional tasks may be requested by the contractor or City of West Fargo.

- Stake removal locations throughout project.
- Stake permanent signage and striping locations.
- Additional staking as requested.

### **Task 3.0 Project Closeout**

Once project acceptance has been achieved, Bolton & Menk will complete all Final Records following the NDDOT Construction Records Manual and provide all documents and supporting files to the City of West Fargo and NDDOT Fargo District.

**Fee:**

**Detailed Cost Estimate**

Client: City of West Fargo City Project # 2284: 2026 HSIP Signals & Turn Lanes Modifications		Bolton & Menk, Inc.								
Task No.	Work Task Description	Project Manager/EOR	Project Engineer	Signal Inspector	Project Manager	Survey	Intern Inspector	Clerical	Total Hours	Total Cost
1.0	Project Management & Coordination	3	55	1	5	0	0	2	66	\$12,004
2.0	Construction Observation, Inspection, Survey, and Materials Testing	0	68	46	231	10	40	15	410	\$64,747
3.0	Project Closeout	0	40	5	40	0	0	5	90	\$15,030
<b>Total Hours</b>		3	163	52	276	10	40	22	566	
<b>Average Hourly Rate</b>		\$218	\$185	\$205	\$152	\$205	\$100	\$105		
<b>Subtotal</b>		\$654	\$30,155	\$10,660	\$41,952	\$2,050	\$4,000	\$2,310		
<b>Total Fee</b>									<b>\$91,781.00</b>	

The total fee for task 6-1, construction engineering, is \$91,781.00 and will be billed out as an hourly not-to-exceed basis contract that will be invoiced on a monthly basis.

**Item Title:** 2026 Public Works Mill & Overlay

**Requested Action/Staff Recommendation:** Create Project No. 2300 and Direct Engineer to prepare Engineer's Report

**Presented By:** Jerry Wallace, City Engineer

---

**New Information:** The purpose of this item is to create Project No. 2300 and direct the Engineer to prepare an Engineer's Report identifying anticipated project costs for presentation at a future Commission meeting.

**Background & Project Summary:**

Public Works and Engineering staff have identified roadways that are in critical need of rehabilitation. These roads will be overlaid using Public Works equipment and staff. Per Century Code requirements, the milling of roadways, curb and gutter removals and replacements, curb ramp removals and replacements, and the asphalt that Public Works will pick up and install will be publicly bid.

**Financial Analysis:**

This project will be completed utilizing the Engineering Department and Public Works staff. Because the work is on collector-class roadways, no special assessments are proposed as a funding mechanism. The 2024 CIP had project costs of \$1,000,000 for the mill and overlay portion and \$250,000 for the curb ramps portion, with both portions to be paid with 100% Capital Improvement Sales Tax funds.

**Policy Analysis:**

Mill & Overlay projects are standard maintenance practices that significantly extend service life. These projects save both the city and property owners money by significantly delaying the need for future full roadway reconstruction.

**Supporting Documents:**

- Project Area Map
- Associated Resolutions

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**Previously Presented Information & Commission Actions:**

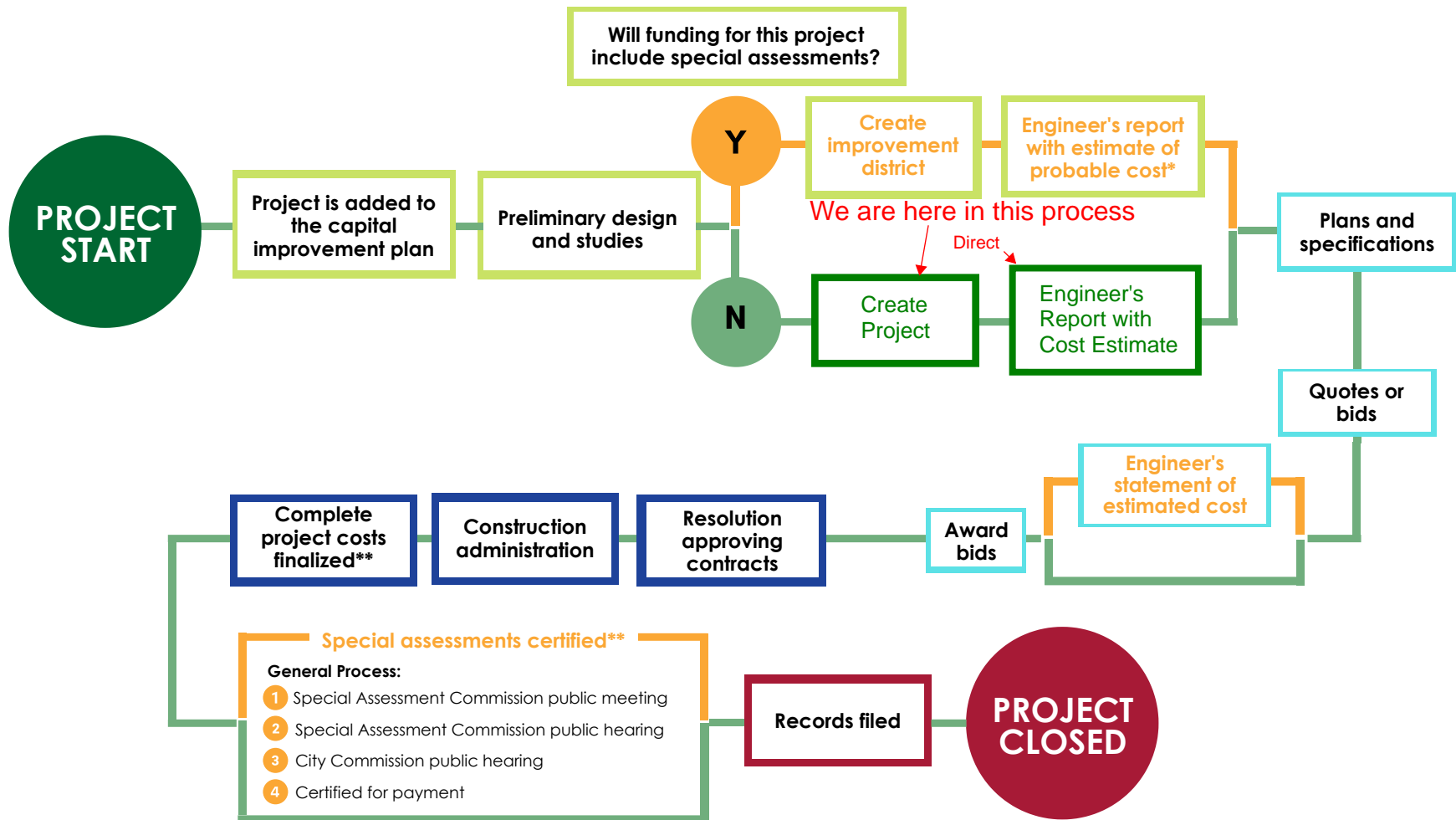
None

**West Fargo City Commission**

Bernie Dardis, Commission President  
Brad Olson, Commission Vice President  
Roben Anderson, Rory Jorgensen, Amy Zundel, Commissioners  
Dustin Scott, City Administrator

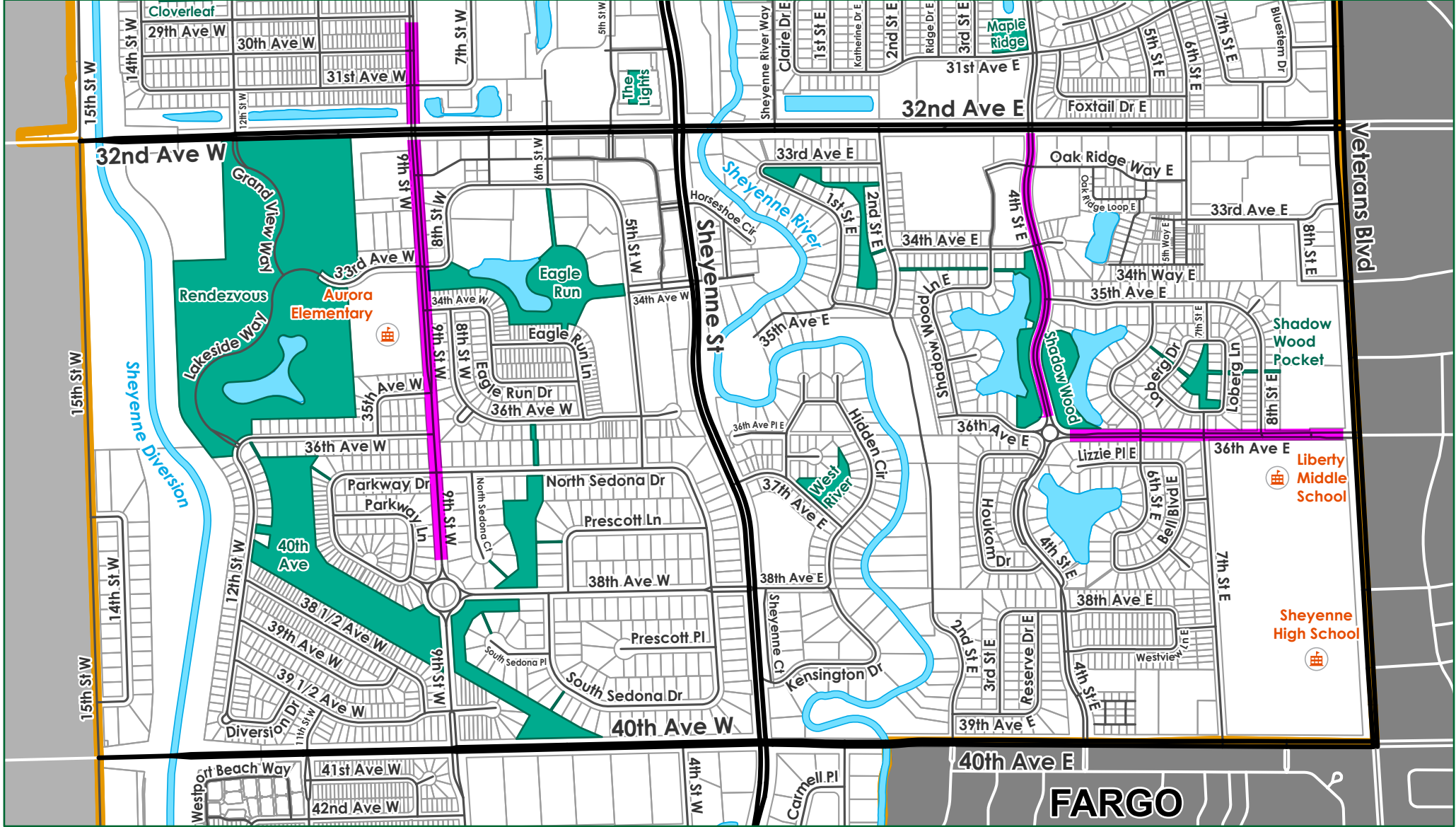
# Process for Contracts and Improvements

## Improvement Process Overview



\*The City of West Fargo creates an engineer's report and estimate of probable cost for most projects, but is legally required to do so for projects using special assessment funding.

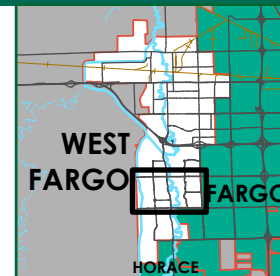
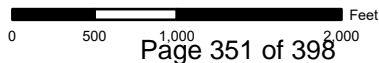
\*\*The special assessment certification process allocates the cost of the project after the complete cost of the project is final. The Special Assessment Commission does not discuss project costs.



# PROJECT NO. 2300

## 2026 Public Works Mill & Overlay

Prepared by:



- Project Area
- Park District
- Parcel Boundary
- City Limit

Issued: 2/5/2026



Commissioner \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION CREATING PROJECT NO. 2300 – 2026 PUBLIC WORKS MILL & OVERLAY OF THE CITY OF WEST FARGO, NORTH DAKOTA

WHEREAS, Jerry Wallace, a Registered Professional Engineer, is the Engineer for the City of West Fargo, and the Board of City Commissioners has consulted with him relating to the establishment, size and form and other matters with regard to Project No. 2300 – 2026 Public Works Mill & Overlay of the City of West Fargo; and

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

NOW THEREFORE, be it resolved as follows:

That there is hereby created Project No. 2300 – 2026 Public Works Mill & Overlay of the City of West Fargo, North Dakota, the boundaries of which shall be as shown on the attached map.

Dated: February 17, 2026

APPROVED:

\_\_\_\_\_  
President of Board of City Commissioners

ATTEST:

\_\_\_\_\_  
City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner \_\_\_\_\_. On roll call vote the following commissioners voted aye: \_\_\_\_\_  
\_\_\_\_\_. The following commissioners voted nay: \_\_\_\_\_  
\_\_\_\_\_. The following commissioners were absent and not voting: \_\_\_\_\_.

The majority having voted aye, the motion carried, and the resolution was duly adopted.

Commissioner \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER TO PREPARE REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of partial depth asphalt milling and placement of hot mix asphalt overlay necessary to improve and maintain current roadway and ride quality as well as reconstructing any pedestrian ramps within the project that are out of ADA compliance and other appurtenances in connection with the above specified improvements, be constructed and made in Project No. 2300 – 2026 Public Works Mill & Overlay of the City of West Fargo, the City hereby directs Jerry Wallace, the Engineer for the City of West Fargo and being a competent engineer, to prepare a report as to the general nature, purpose and feasibility of the proposed project and an estimate of the probable cost of the work.

Dated: February 17, 2026

APPROVED:

\_\_\_\_\_  
President of Board of City Commissioners

ATTEST:

\_\_\_\_\_  
City Auditor

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

**Item Title:** Improvement District No. 2296 – Shadow Wood Neighborhood Pavement Rehabilitation

**Requested Action/Staff Recommendation:** Accept Bid and Award Contract

**Presented By:** Jerry Wallace, City Engineer

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**New Information:** A virtual bid opening was conducted on January 29, 2026. There was a total of two (2) bidders, with Northern Improvement Company as the low bidder. The low bid was \$764,673.20, which was [\$575,326.80 (42.9 %) (under) the Engineer's design estimate] OR [\$399,401.8 (34.3%) (under) the Engineer's design estimate excluding soft costs and contingencies]. Staff recommends awarding the contract to Northern Improvement Company.

**Background & Project Summary:** This project is intended to improve pavement condition and ride quality and extend the lifespan of the roadways within this district. The project involved the rehabilitation of existing asphalt roadways through a mill-and-overlay process. ADA curb ramps will also be upgraded where needed. The project is consistent with the City's pavement Management policy, which recommends resurfacing approximately every 10-15 years based on observed pavement conditions.

**Financial Analysis:** Consistent with what was presented in the 2024 CIP, this project is intended to have 50% of the total project cost specially assessed to the benefiting properties, and 50% paid for via Capital Improvement Sales Tax.

**Supporting Documents:**

- Affidavit of Publication
  - Bid Tabulation
  - Notice of Award
  - Engineer's Statement of Estimated Cost
  - Associated Resolution
- 

**Previously Presented Information & Commission Actions:**

**January 5, 2026-**

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

**December 15, 2025-**

- **Staff Recommendation:** Conduct the determination of Protests Sufficiency and Approve Associated Resolution
- **Commission Action:** Commissioner Anderson moved and Commissioner Olson seconded to approve. No opposition, motion carried.

**November 3, 2025 –**

- **Staff Recommendation:** Approve both an Engineer's Report and Task Order, Direct Engineer to prepare Plans and Specifications, and Authorize Resolution of Necessity.
- **Commission Action:** Commissioner Jorgensen moved and Commissioner Anderson seconded to approve. No opposition, motion carried.

**August 18, 2025 –**

- **Staff Recommendation:** Create Improvement District No. 2296 and Direct Engineer to prepare an Engineer's Report.
- **Commission Action:** Commissioner Olson moved and Commissioner Zundel seconded to approve. No opposition, motion carried.

**West Fargo City Commission**

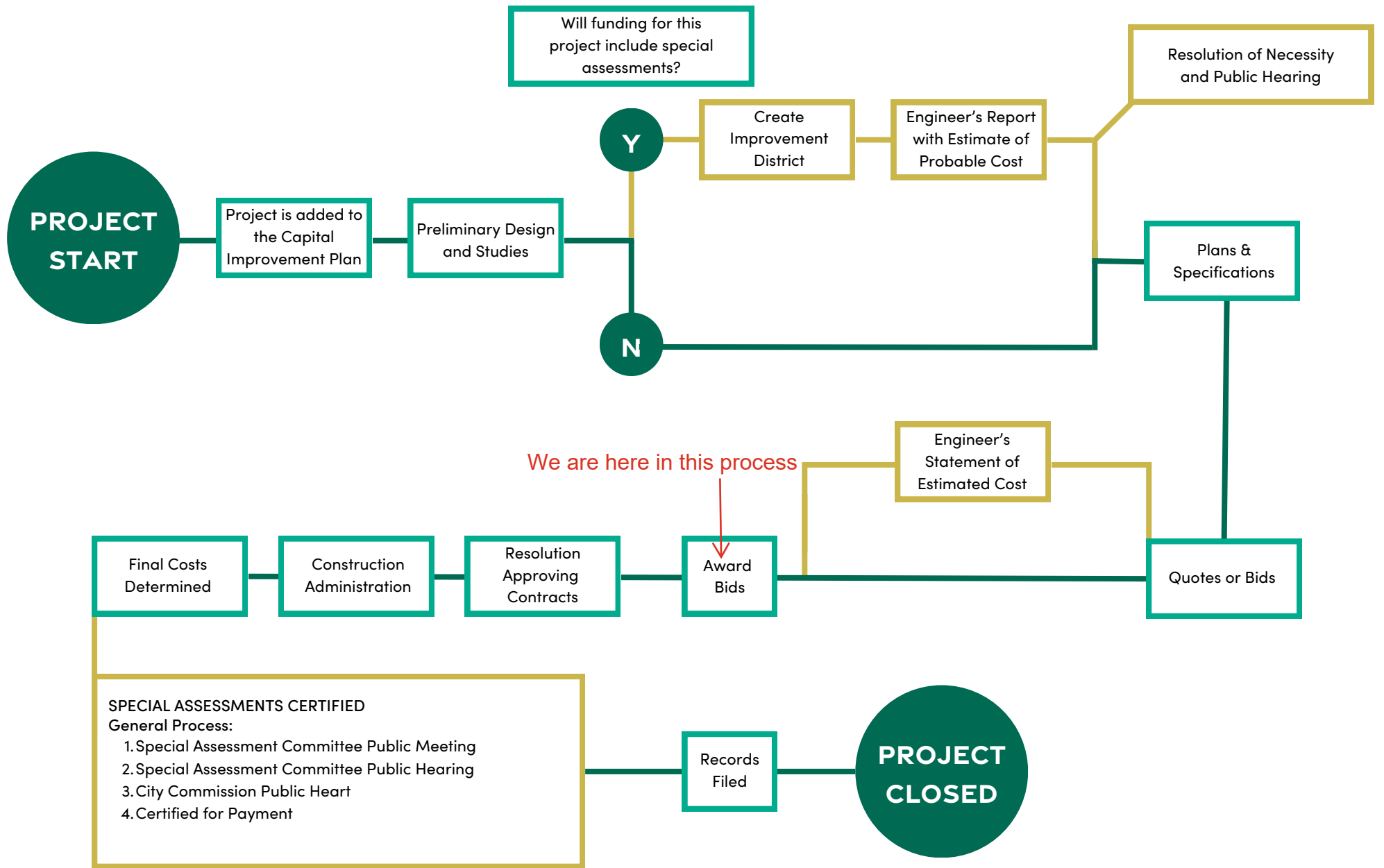
Bernie Dardis, Commission President

Brad Olson, Commission Vice President

Roben Anderson, Rory Jorgensen, Amy Zundel, Commissioners

Dustin Scott, City Administrator

# CITY PROJECT PROCESS FLOW CHART



\*The City of West Fargo creates an Engineer's Report and Estimate of Probably Cost for most projects, but is legally required to do so for projects using special assessment funding.

\*Project Steps in YELLOW boxes are only necessary when a project is funding through the use of special assessments.

February 5, 2026

Jerrold F. Wallace, PE  
City Engineer  
City of West Fargo  
2515 6<sup>th</sup> Street E  
West Fargo ND 58078

Re: Improvement District No. 2296;  
Asphalt Resurfacing, Concrete ADA  
Ramps, and Incidentals  
Shadow Wood Mill & Overlay  
West Fargo, ND  
Moore Project No. 30627

Dear Jerrold F. Wallace,

Bids were opened online during a virtual meeting for the above referenced project on January 29, 2026 at 10:30 a.m. The received bids were compiled and the bid tabulation is enclosed for your review. Northern Improvement Company is the low bidder with a bid amount of \$764,673.20. Our Engineer's Opinion of Probable Cost with the Engineer's Report was \$1,164,075.00 without contingencies. Our final engineer's estimate prior to bidding was \$968,548.00 without contingencies.

Also enclosed is the Engineer's Statement of Cost including the low bidder's construction prices for your review. Please sign the letter and return upon your approval.

Lastly, enclosed is information pertaining to the Special Assessments based on the City's Special Assessment Policy and the Engineer's Statement of Cost. This information includes the benefit methodology and associated map and preliminary Special Assessment Allocations by Parcel.

Please review the enclosed information and provide comment, if any, at your earliest convenience. To meet the project's proposed schedule, the Contract is anticipated to be awarded by the West Fargo City Commission on February 17, 2026. If the Contract is awarded by the Commission, please sign, date, and return the enclosed Notice of Award so we can begin working on the Contracts.

Sincerely,

Matt Prochniak, PE  
Project Manager

Enclosures:

- Affidavit of Publication
- Bid Tabulations
- Notice of Award
- Engineer's Statement of Cost
- Special Assessment documents based on the Engineer's Statement of Cost:
  - Benefit Methodology
  - Benefit Methodology Map
  - Assessment Allocations by Parcels



# AFFIDAVIT OF PUBLICATION

State of Florida, County of Orange, ss:

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

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

2. The newspaper listed on the exhibit published the advertisement of: **ND Bids/Proposals Notice**; (2) time: *Wednesday, January 14, 2026, Wednesday, January 21, 2026*, as required by law or ordinance.

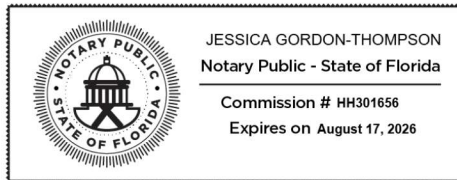
3. All of the listed newspapers are legal newspapers in the State of North Dakota and, under the provisions of Section 46-05-01, NDCC, are qualified to publish any public notice or any matter required by law or ordinance to be printed or published in a newspaper in North Dakota.

*Anjana Bhadoriya*

(Signed) \_\_\_\_\_

### VERIFICATION

State of Florida  
County of Orange



Subscribed in my presence and sworn to before me on this: **01/22/2026**

*J. [Signature]*

Notary Public  
Notarized remotely online using communication technology via Proof.

CITY OF WEST FARGO, NORTH DAKOTA  
IMPROVEMENT DISTRICT NO. 2296; ASPHALT RESURFACING, CONCRETE ADA RAMPS, AND INCIDENTALS  
SHADOW WOOD MILL & OVERLAY  
MOORE PROJECT NO. 30627  
ADVERTISEMENT FOR BIDS  
City of West Fargo is requesting Bids for the construction of the project listed above.  
Bids for the construction of the Project will be received and accepted via electronic bid (vBid) through Quest CDN until January 29, 2026 at 10:00 a.m. local time. Bids will be viewed and read via video/phone conference at 10:30 a.m. Mailed or hand delivered bids will not be opened or considered. Link for the video/phone conference is provided at [www.mooreengineeringinc.com](http://www.mooreengineeringinc.com) by clicking the Bid Information tab, or at [www.QuestCDN.com](http://www.QuestCDN.com).  
The Project consists of asphalt mill and overlay, curb and gutter replacements, concrete flatwork replacements, and miscellaneous construction items.  
Bids will be received for a single prime Contract. Bids shall be on a unit price basis.  
Digital project bidding documents will be available at [www.mooreengineeringinc.com](http://www.mooreengineeringinc.com) by clicking the Bid Information tab, or at [www.QuestCDN.com](http://www.QuestCDN.com). You may download the complete set of digital documents for a nonrefundable fee of \$50.00 by locating eBid Doc™™ Number 9899332 on the website. Contact Quest CDN Customer Support at 952-233-1632 or [info@QuestCDN.com](mailto:info@QuestCDN.com) for assistance in membership registration, downloading digital project information, and vBid online bid submittal questions. Each bid must be accompanied by a bidder's bond in a sum equal to 5% of the full amount of the bid executed by the bidder as principal and by a surety, conditioned that if the principal's bid is accepted and a contract is awarded to the principal, the principal, within ten (10) days after the notice of the award, shall execute a contract in accordance with the terms of the bid and the bid bond as required by law, and any regulations and conditions of the City of West Fargo. ALL BID BONDS MUST BE ON THE BID BOND FORM INCLUDED IN THE BIDDING DOCUMENTS. The surety must be licensed to do business in North Dakota and must be licensed as a certified surety in the U.S. Department of the Treasury's Circular 570. A countersignature of a bid bond is not required. If the City of West Fargo elects to award a contract to the lowest responsible bidder, and the lowest responsible bidder does not execute a contract within ten (10) days, the bidder's bond will be forfeited to the City of West Fargo, and the City of West Fargo may award the project to the next lowest responsible bidder.  
Each bidder must possess a valid North Dakota contractor's license for the full amount of their bid, as required by N.D.C.C. § 43-07-07. Each bidder MUST enclose a copy of their Contractor's License or Certificate of Renewal, issued by the North Dakota Secretary of State, and each license must be valid and dated at least ten (10) days prior to the date set for bid opening, as required under N.D.C.C. § 43-07-12.

No bid may be read or considered if the bid does not fully comply with the requirements of this section and that any deficient bid submitted must be resealed and returned to the bidder immediately.

City of West Fargo reserves the right to reject any and all bids and rebid the project until a satisfactory bid is received.

The City of West Fargo will not read or consider any bid that does not fully comply with the requirements above, or the requirements of N.D.C.C. § 48-01.2-05. The City of West Fargo reserves the right to reject any and all bids and rebid the project until a satisfactory bid is received.

All bids will be made on the basis of cash payment for such Work. After bid opening, the City of West Fargo will release the bid bonds to all bidders except the three (3) lowest responsible bidders. When the City of West Fargo awards a contract to the lowest responsible bidder, the City of West Fargo will release the remaining bid bonds to the other two (2) bidders. The City of West Fargo reserves the right to hold the three (3) low bids for a period of sixty (60) days after the date of the bid opening.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions of Bidders that are included in the bidding documents.

Owner: City of West Fargo

By: Dustin T. Scott

Title: City Administrator

Date: January 5, 2026

(Jan. 14 & 21, 2026)



**BID TABULATION**

Improvement District No. 2296

Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
West Fargo ND

Project No. 30627

Bid Date: January 29, 2026

Northern Improvement Company  
PO Box 2846  
Fargo, ND 58108

Border States Paving, Inc.  
PO Box 2586  
Fargo, ND 58108

BID ITEM NO. & DESCRIPTION			UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
<b>BASE BID</b>								
1.	12000.0000	Mobilization	LSum	1	\$24,680.00	\$24,680.00	\$55,000.00	\$55,000.00
2.	15000.0000	Traffic Control	LSum	1	\$6,500.00	\$6,500.00	\$8,810.00	\$8,810.00
3.	312500.0000	Stormwater Management	LSum	1	\$1,000.00	\$1,000.00	\$5,110.00	\$5,110.00
4.	312500.0000	Inlet Protection	EA	48	\$195.00	\$9,360.00	\$198.00	\$9,504.00
5.	24200.0000	Removal of Concrete Pavement	SY	874	\$21.00	\$18,354.00	\$15.90	\$13,896.60
6.	24200.0000	Removal of Curb & Gutter	LF	1,550	\$12.00	\$18,600.00	\$20.00	\$31,000.00
7.	24200.0000	Removal of Bituminous Surfacing	SY	577	\$20.00	\$11,540.00	\$20.60	\$11,886.20
8.	312316.0000	Excavation Waste	CY	60	\$85.00	\$5,100.00	\$78.60	\$4,716.00
9.	312316.0000	Subgrade Preparation	SY	238	\$7.00	\$1,666.00	\$4.95	\$1,178.10
10.	Plan	Base Preparation	SY	947	\$6.25	\$5,918.75	\$4.95	\$4,687.65
11.	Plan	Geogrid	SY	238	\$11.00	\$2,618.00	\$11.20	\$2,665.60
12.	321123.0000	Aggregate Base Course	TON	112	\$65.00	\$7,280.00	\$50.00	\$5,600.00
13.	Plan	Milling Pavement Surface - Tapered	SY	21,226	\$1.85	\$39,268.10	\$2.30	\$48,819.80
14.	321216.0000	Superpave FAA 43 - Patching 3"	SY	238	\$40.00	\$9,520.00	\$57.10	\$13,589.80
15.	Plan	Concrete Patch	SY	333	\$50.00	\$16,650.00	\$84.70	\$28,205.10
16.	321216.0000	Superpave FAA 43 - 2"	SY	21,226	\$10.85	\$230,302.10	\$11.00	\$233,486.00
17.	321313.0000	Curb & Gutter	LF	1,550	\$52.00	\$80,600.00	\$42.90	\$66,495.00
18.	321313.0000	Curb Type I	LF	31	\$55.00	\$1,705.00	\$53.60	\$1,661.60
19.	330130.8600	Adjust Manhole Cover	EA	65	\$350.00	\$22,750.00	\$281.00	\$18,265.00
20.	330130.8600	Adjust Manhole Casting	EA	1	\$800.00	\$800.00	\$1,130.00	\$1,130.00
21.	330130.8600	Replace Manhole Casting	EA	5	\$2,200.00	\$11,000.00	\$2,570.00	\$12,850.00
22.	Plan	Adjust Inlet Casting	EA	16	\$500.00	\$8,000.00	\$750.00	\$12,000.00
23.	Plan	Replace Inlet Casting	EA	6	\$1,700.00	\$10,200.00	\$1,930.00	\$11,580.00
24.	331419.0000	Adjust Gate Valve Box Cover	EA	18	\$100.00	\$1,800.00	\$98.40	\$1,771.20
25.	321216.0000	Superpave FAA 43 - Leveling	TON	295	\$105.00	\$30,975.00	\$90.00	\$26,550.00
26.	321723.0000	Grooved Epoxy Pavement Message	SF	170	\$29.40	\$4,998.00	\$30.00	\$5,100.00
27.	321723.0000	Grooved Epoxy Pavement Markings - 24"	LF	640	\$26.00	\$16,640.00	\$26.80	\$17,152.00
28.	321623.0000	Driveway Concrete - 6"	SY	167	\$120.00	\$20,040.00	\$84.70	\$14,144.90
29.	321636.0000	Sidewalk Concrete - 4"	SY	244	\$120.00	\$29,280.00	\$82.50	\$20,130.00
30.	321636.0000	Sidewalk Concrete - 5"	SY	263	\$127.00	\$33,401.00	\$83.60	\$21,986.80
31.	321636.0000	Sidewalk Concrete - 6"	SY	211	\$134.00	\$28,274.00	\$84.70	\$17,871.70
32.	321636.0000	Detectable Warning Panels	SF	428	\$55.00	\$23,540.00	\$75.00	\$32,100.00
33.	312316.0000	Topsoil	CY	295	\$45.00	\$13,275.00	\$53.60	\$15,812.00
34.	312316.0000	Topsoil Imported	CY	70	\$76.00	\$5,320.00	\$75.00	\$5,250.00
35.	329219.0000	Seeding	SY	1,765	\$3.15	\$5,559.75	\$3.20	\$5,648.00
36.	329219.0000	Hydraulic Mulch	SY	1,765	\$3.15	\$5,559.75	\$3.20	\$5,648.00
37.	Plan	Landscape Preparation	SF	225	\$11.55	\$2,598.75	\$11.80	\$2,655.00
<b>TOTAL</b>						<b>\$764,673.20</b>		<b>\$793,956.05</b>



**BID TABULATION**

Improvement District No. 2296

Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals

West Fargo ND

Project No. 30627

Bid Date: January 29, 2026

Northern Improvement Company

PO Box 2846

Fargo, ND 58108

BID ITEM NO. & DESCRIPTION		UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
<b>BASE BID</b>					
1.	12000.0000 Mobilization	LSum	1	\$24,680.00	\$24,680.00
2.	15000.0000 Traffic Control	LSum	1	\$6,500.00	\$6,500.00
3.	312500.0000 Stormwater Management	LSum	1	\$1,000.00	\$1,000.00
4.	312500.0000 Inlet Protection	EA	48	\$195.00	\$9,360.00
5.	24200.0000 Removal of Concrete Pavement	SY	874	\$21.00	\$18,354.00
6.	24200.0000 Removal of Curb & Gutter	LF	1,550	\$12.00	\$18,600.00
7.	24200.0000 Removal of Bituminous Surfacing	SY	577	\$20.00	\$11,540.00
8.	312316.0000 Excavation Waste	CY	60	\$85.00	\$5,100.00
9.	312316.0000 Subgrade Preparation	SY	238	\$7.00	\$1,666.00
10.	Plan Base Preparation	SY	947	\$6.25	\$5,918.75
11.	Plan Geogrid	SY	238	\$11.00	\$2,618.00
12.	321123.0000 Aggregate Base Course	TON	112	\$65.00	\$7,280.00
13.	Plan Milling Pavement Surface - Tapered	SY	21,226	\$1.85	\$39,268.10
14.	321216.0000 Superpave FAA 43 - Patching 3"	SY	238	\$40.00	\$9,520.00
15.	Plan Concrete Patch	SY	333	\$50.00	\$16,650.00
16.	321216.0000 Superpave FAA 43 - 2"	SY	21,226	\$10.85	\$230,302.10
17.	321313.0000 Curb & Gutter	LF	1,550	\$52.00	\$80,600.00
18.	321313.0000 Curb Type I	LF	31	\$55.00	\$1,705.00
19.	330130.8600 Adjust Manhole Cover	EA	65	\$350.00	\$22,750.00
20.	330130.8600 Adjust Manhole Casting	EA	1	\$800.00	\$800.00
21.	330130.8600 Replace Manhole Casting	EA	5	\$2,200.00	\$11,000.00
22.	Plan Adjust Inlet Casting	EA	16	\$500.00	\$8,000.00
23.	Plan Replace Inlet Casting	EA	6	\$1,700.00	\$10,200.00
24.	331419.0000 Adjust Gate Valve Box Cover	EA	18	\$100.00	\$1,800.00
25.	321216.0000 Superpave FAA 43 - Leveling	TON	295	\$105.00	\$30,975.00
26.	321723.0000 Grooved Epoxy Pavement Message	SF	170	\$29.40	\$4,998.00
27.	321723.0000 Grooved Epoxy Pavement Markings - 24"	LF	640	\$26.00	\$16,640.00
28.	321623.0000 Driveway Concrete - 6"	SY	167	\$120.00	\$20,040.00
29.	321636.0000 Sidewalk Concrete - 4"	SY	244	\$120.00	\$29,280.00
30.	321636.0000 Sidewalk Concrete - 5"	SY	263	\$127.00	\$33,401.00
31.	321636.0000 Sidewalk Concrete - 6"	SY	211	\$134.00	\$28,274.00
32.	321636.0000 Detectable Warning Panels	SF	428	\$55.00	\$23,540.00
33.	312316.0000 Topsoil	CY	295	\$45.00	\$13,275.00
34.	312316.0000 Topsoil Imported	CY	70	\$76.00	\$5,320.00
35.	329219.0000 Seeding	SY	1,765	\$3.15	\$5,559.75
36.	329219.0000 Hydraulic Mulch	SY	1,765	\$3.15	\$5,559.75
37.	Plan Landscape Preparation	SF	225	\$11.55	\$2,598.75
<b>TOTAL</b>					<b>\$764,673.20</b>



**NOTICE OF AWARD**

Date of Issuance:

Owner: City of West Fargo Owner’s Project No.: 2296

Engineer: Moore Engineering, Inc. Engineer’s Project No.: 30627

Project: Shadow Wood Mill & Overlay

Contract Name: Improvement District No. 2296; Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals

Bidder: Northern Improvement Company

Bidder’s Address: PO Box 2846 Fargo, ND 58108

You are notified that Owner has accepted your Bid dated January 29, 2026 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: Asphalt mill and overlay, curb and gutter replacements, concrete flatwork replacements, and miscellaneous construction items.

The Contract Price of the awarded Contract is \$764,673.20. Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

Three (3) unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

Drawings will be delivered separately from the other Contract Documents.

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

1. Deliver to Owner Three (3) counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

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

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: City of West Fargo

By (signature): \_\_\_\_\_

Name (printed): Bernie L. Dardis

Title: President of the Board of City Commissioners

Copy: Engineer



**ENGINEERING DEPARTMENT**

2515 6<sup>th</sup> Street E  
West Fargo, ND 58078  
701.515.5100  
[www.westfargond.gov](http://www.westfargond.gov)

February 17, 2026

Board of City Commissioners  
City of West Fargo  
2515 6<sup>th</sup> Street E  
West Fargo, ND

Re: Improvement District No. 2296; Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
- Shadow Wood Mill & Overlay

WHEREAS, bids were opened and filed for Improvement District No. 2296; Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals - Shadow Wood Mill & Overlay for the City of West Fargo, North Dakota; and

WHEREAS, the engineer for the City of West Fargo, North Dakota is required to make a careful and detailed statement of the estimated cost of work (*pursuant to N.D.C.C. 40-22-29*);

NOW THEREFORE, I, Jerrold F. Wallace, do hereby certify as follows:

That I am the City Engineer for the City of West Fargo, North Dakota;

That the following (and/or attached hereto) is a detailed statement of the estimated cost for work described as Improvement District No. 2296; Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals - Shadow Wood Mill & Overlay of the City of West Fargo, North Dakota.

IN WITNESS THEREOF, I have hereunto set my hand and seal this 4th day of February, 2026.

JERROLD F. WALLACE  
ND REG. NO. 27431

Engineer for the City of West Fargo  
West Fargo, North Dakota





Improvement District No. 2296  
 Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
 West Fargo ND  
 Project No. 30627  
 ENGINEER'S STATEMENT OF ESTIMATED COST

BID ITEM NO. & DESCRIPTION		UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	
<u>BASE BID</u>						
1.	12000.00	Mobilization	LSum	1	\$24,680.00	\$24,680.00
2.	15000.00	Traffic Control	LSum	1	\$6,500.00	\$6,500.00
3.	312500.00	Stormwater Management	LSum	1	\$1,000.00	\$1,000.00
4.	312500.00	Inlet Protection	EA	48	\$195.00	\$9,360.00
5.	24200.00	Removal of Concrete Pavement	SY	874	\$21.00	\$18,354.00
6.	24200.00	Removal of Curb & Gutter	LF	1,550	\$12.00	\$18,600.00
7.	24200.00	Removal of Bituminous Surfacing	SY	577	\$20.00	\$11,540.00
8.	312316.00	Excavation Waste	CY	60	\$85.00	\$5,100.00
9.	312316.00	Subgrade Preparation	SY	238	\$7.00	\$1,666.00
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18.	321313.00	Curb Type I	LF	31	\$55.00	\$1,705.00
19.	330130.86	Adjust Manhole Cover	EA	65	\$350.00	\$22,750.00
20.	330130.86	Adjust Manhole Casting	EA	1	\$800.00	\$800.00
21.	330130.86	Replace Manhole Casting	EA	5	\$2,200.00	\$11,000.00
22.	Plan	Adjust Inlet Casting	EA	16	\$500.00	\$8,000.00
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24.	331419.00	Adjust Gate Valve Box Cover	EA	18	\$100.00	\$1,800.00
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32.	321636.00	Detectable Warning Panels	SF	428	\$55.00	\$23,540.00
33.	312316.00	Topsoil	CY	295	\$45.00	\$13,275.00
34.	312316.00	Topsoil Imported	CY	70	\$76.00	\$5,320.00
35.	329219.00	Seeding	SY	1,765	\$3.15	\$5,559.75
36.	329219.00	Hydraulic Mulch	SY	1,765	\$3.15	\$5,559.75
37.	Plan	Landscape Preparation	SF	225	\$11.55	\$2,598.75
Construction Subtotal						\$764,673.20
Contingencies (~15%)						\$114,701.00
Total Construction						\$879,374.20



Improvement District No. 2296  
Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
West Fargo ND  
Project No. 30627  
ENGINEER'S STATEMENT OF ESTIMATED COST

BID ITEM NO. & DESCRIPTION	UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
			Study & Report	\$10,000.00
			Design & Bidding	\$40,000.00
			Construction Administration (3.5%)	\$26,763.56
			Additional Consultanting Services	\$187,489.47
			Legal & Administration (~5%)	\$43,968.71
			Bond Discount (~4)	\$38,610.32
			City of West Fargo Engineering Fee (1%)	\$8,793.74
			TOTAL COST	\$1,235,000.00

**DISTRICT NO. 2296**  
**BENEFIT METHODOLOGY**

IMPROVEMENT STATUS: ENGINEER'S STATEMENT OF COST  
DATE: 02/03/2026

Improvement Dist. No. 2296  
Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
Shadow Wood Mill & Overlay  
West Fargo, North Dakota

Summary of Location for Improvements

- Neighborhood:
  - Shadow Wood 1<sup>st</sup> and 2<sup>nd</sup> Additions ("Shadow Wood")
  - Strawberry Fields Addition

Assessment Summary

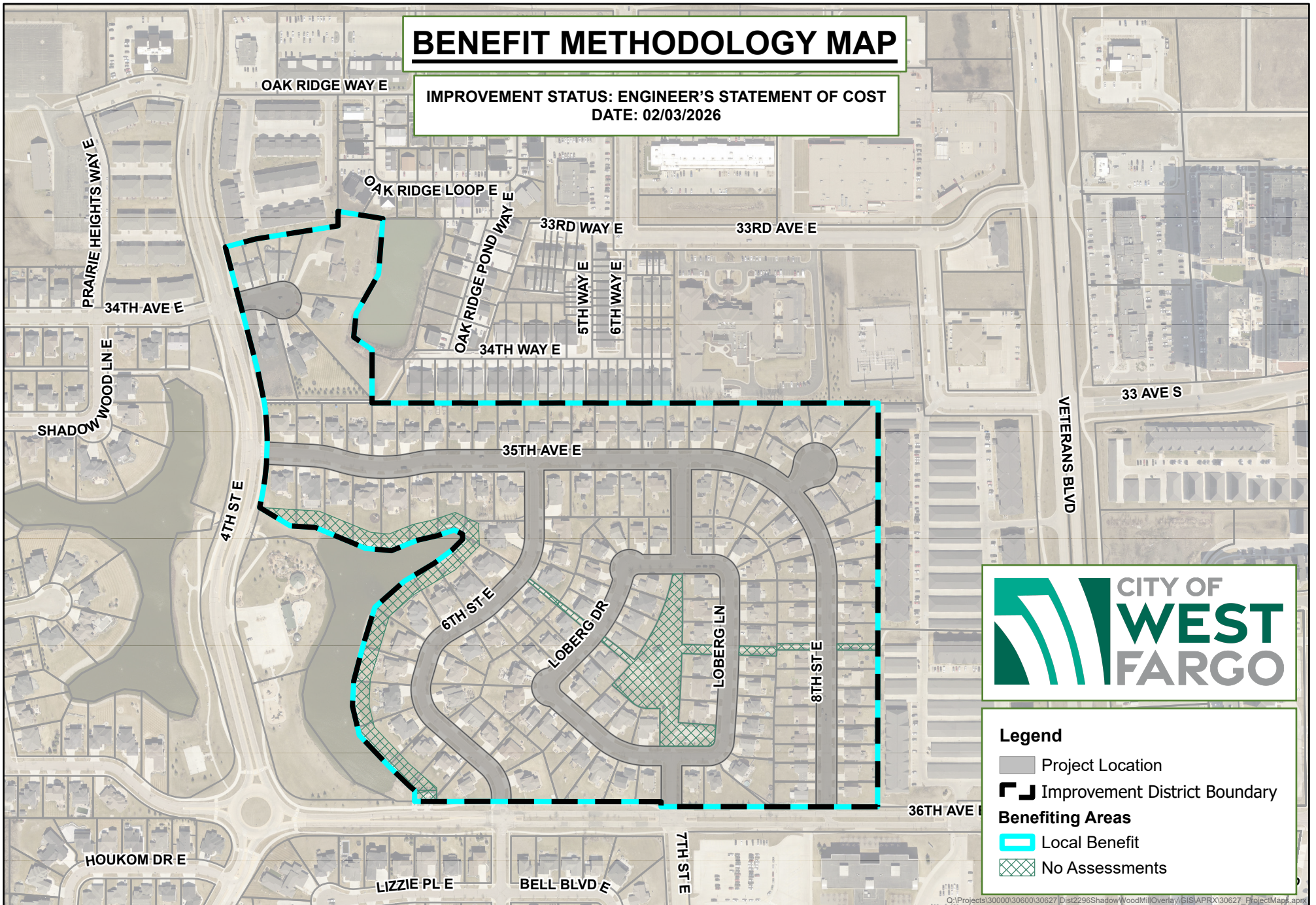
- Neighborhood:
  - Local Benefit – Street and ADA Improvements

Assessment Methodology

- Neighborhood:
  - Local Benefit - Street and ADA Improvements:
    - 50% of project cost contribution from City of West Fargo
    - 50% of project cost contribution assessed by equivalent units (EU) to 155 of 162 parcels, with EU values of 1.
    - 7 exempt parcels not assessed per City of West Fargo assessment policy

# BENEFIT METHODOLOGY MAP

IMPROVEMENT STATUS: ENGINEER'S STATEMENT OF COST  
DATE: 02/03/2026



BENEFIT METHODOLOGY  
IMPROVEMENT DISTRICT NO. 2296  
SHADOW WOOD MILL & OVERLAY  
WEST FARGO, NORTH DAKOTA

**DRAFT**



**Preliminary Special Assessment Allocations  
Engineer's Statement of Cost**

**Improvement District No. 2296**

*Revised 02/03/2026*

**Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals**

**Shadow Wood Mill & Overlay**

**West Fargo, North Dakota**

Division	Block	Lot	GIS PIN	Area Factor	Factored		Equivalent Units	Local Street		Benefit	Total Assessment	Notes
					Assessable Area (Acres)	Assessable Area (Acres)		Assessment (Local Only) (50%)	Assessment (Local Only) (50%)			
Shadow Wood Second Addition	1	16	02507600160000	1.00	0.25	0.25	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	17	02507600170000	1.00	0.25	0.25	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	11	02507600940000	1.00	0.37	0.37	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	18	02507600180000	1.00	0.26	0.26	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	8	02507600910000	1.00	0.33	0.33	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	13	02507600130000	1.00	0.25	0.25	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	19	02507601020000	1.00	0.37	0.37	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	36	02507600360000	1.00	0.18	0.18	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	1	02507600420000	1.00	0.27	0.27	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	22	02507601050000	0.00	0.00	0.00	0.0	\$0.00	\$0.00	\$0.00	\$0.00	Inside District Boundary no benefit
Shadow Wood 4th Addition	1	3	02507800030000	1.00	0.34	0.34	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood 4th Addition	1	2	02507800020000	1.00	0.33	0.33	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	21	02507600210000	1.00	0.23	0.23	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	2	02507600430000	1.00	0.22	0.22	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	41	02507600410000	1.00	0.24	0.24	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	5	02507600460000	1.00	0.21	0.21	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	13	02507600540000	1.00	0.18	0.18	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	16	02507500160000	1.00	0.19	0.19	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	10	02507500100000	1.00	0.17	0.17	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	7	02507600480000	1.00	0.20	0.20	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	9	02507600500000	1.00	0.19	0.19	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	11	02507600520000	0.00	0.00	0.00	0.0	\$0.00	\$0.00	\$0.00	\$0.00	Inside District Boundary no benefit
Shadow Wood Second Addition	2	17	02507600580000	1.00	0.19	0.19	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	2	02507600650000	1.00	0.41	0.41	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	4	02507600670000	1.00	0.22	0.22	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	7	02507600700000	1.00	0.27	0.27	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	9	02507500090000	0.00	0.00	0.00	0.0	\$0.00	\$0.00	\$0.00	\$0.00	Inside District Boundary no benefit
Shadow Wood Second Addition	2	16	02507600570000	1.00	0.19	0.19	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	7	02507500070000	1.00	0.20	0.20	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	1	02507500170000	1.00	0.22	0.22	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	10	02507500260000	1.00	0.21	0.21	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	4	02507500040000	1.00	0.30	0.30	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	6	02507500060000	1.00	0.18	0.18	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	11	02507500110000	1.00	0.17	0.17	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	15	02507500310000	1.00	0.18	0.18	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	17	02507500330000	1.00	0.18	0.18	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	6	02507500220000	1.00	0.20	0.20	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	3	5	02507500380000	1.00	0.19	0.19	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	3	7	02507500400000	1.00	0.19	0.19	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	11	02507600110000	1.00	0.25	0.25	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	20	02507600200000	1.00	0.34	0.34	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	3	9	02507500420000	1.00	0.18	0.18	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	2	02507500180000	1.00	0.20	0.20	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	9	02507600090000	1.00	0.27	0.27	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	11	02507500270000	1.00	0.20	0.20	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	23	02507600230000	1.00	0.43	0.43	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	3	11	02507500440000	1.00	0.18	0.18	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	13	02507500290000	1.00	0.18	0.18	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	3	1	02507500340000	1.00	0.19	0.19	1.0	\$3,983.87	\$3,983.87	\$15,534.49	\$3,983.87	

**Preliminary Special Assessment Allocations  
Engineer's Statement of Cost**

**Improvement District No. 2296**

*Revised 02/03/2026*

**Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals**

**Shadow Wood Mill & Overlay**

**West Fargo, North Dakota**

Division	Block	Lot	GIS PIN	Area Factor	Assessable Area (Acres)	Factored Assessable Area (Acres)	Equivalent Units	Local Street Assessment (Local Only) (50%)	Benefit	Total Assessment	Notes
Shadow Wood Second Addition	1	1	02507600010000	1.00	0.28	0.28	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	3	8	02507500410000	0.00	0.00	0.00	0.0	\$0.00	\$0.00	\$0.00	Inside District Boundary no benefit
Shadow Wood Second Addition	1	24	02507600240000	1.00	0.46	0.46	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	25	02507600250000	1.00	0.39	0.39	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	32	02507600320000	1.00	0.20	0.20	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	4	02507600450000	1.00	0.22	0.22	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	8	02507600490000	1.00	0.19	0.19	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	15	02507600560000	1.00	0.19	0.19	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	6	02507600690000	1.00	0.28	0.28	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	38	02507600380000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	21	02507600620000	1.00	0.19	0.19	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	17	02507600800000	1.00	0.27	0.27	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	22	02507600630000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	13	02507600760000	1.00	0.23	0.23	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	18	02507600810000	1.00	0.27	0.27	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	29	02507600290000	1.00	0.21	0.21	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	37	02507600370000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	10	02507600730000	1.00	0.23	0.23	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	11	02507600740000	1.00	0.22	0.22	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	9	02507500250000	1.00	0.21	0.21	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	10	02507600510000	1.00	0.19	0.19	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	5	02507600680000	1.00	0.23	0.23	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	20	02507601030000	1.00	0.31	0.31	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	15	02507500150000	1.00	0.17	0.17	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	3	02507600660000	1.00	0.27	0.27	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	12	02507600750000	0.00	0.00	0.00	0.0	\$0.00	\$0.00	\$0.00	Inside District Boundary no benefit
Shadow Wood Second Addition	4	6	02507600890000	1.00	0.43	0.43	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	3	3	02507500360000	1.00	0.21	0.21	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	2	02507600020000	1.00	0.24	0.24	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	22	02507600220000	1.00	0.39	0.39	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	31	02507600310000	1.00	0.20	0.20	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	40	02507600400000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	5	02507500050000	1.00	0.30	0.30	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	8	02507500080000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	8	02507500240000	1.00	0.21	0.21	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	18	02507600590000	1.00	0.19	0.19	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	19	02507600600000	1.00	0.25	0.25	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	15	02507600980000	1.00	0.42	0.42	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood 4th Addition	1	4	02507800040000	1.00	0.24	0.24	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	3	10	02507500430000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	14	02507600140000	1.00	0.25	0.25	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	26	02507600260000	1.00	0.23	0.23	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	35	02507600350000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	6	02507600470000	1.00	0.21	0.21	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood 4th Addition	1	5	02507800050000	1.00	0.20	0.20	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	28	02507600280000	1.00	0.24	0.24	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	33	02507600330000	0.00	0.00	0.00	0.0	\$0.00	\$0.00	\$0.00	Inside District Boundary no benefit
Shadow Wood Second Addition	1	39	02507600390000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	5	02507500210000	1.00	0.20	0.20	1.0	\$3,983.87	\$15,534.49	\$3,983.87	

**Preliminary Special Assessment Allocations  
Engineer's Statement of Cost**

**Improvement District No. 2296**

**Revised 02/03/2026**

**Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals**

**Shadow Wood Mill & Overlay**

**West Fargo, North Dakota**

Division	Block	Lot	GIS PIN	Area Factor	Assessable Area (Acres)	Factored Assessable Area (Acres)	Equivalent Units	Local Street Assessment (Local Only) (50%)	Benefit	Total Assessment	Notes
Shadow Wood First Addition	2	7	02507500230000	0.00	0.00	0.00	0.0	\$0.00	\$0.00	\$0.00	Inside District Boundary no benefit
Shadow Wood Second Addition	1	15	02507600150000	1.00	0.25	0.25	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	30	02507600300000	1.00	0.20	0.20	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	34	02507600340000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	13	02507600960000	1.00	0.35	0.35	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	9	02507600720000	1.00	0.23	0.23	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	3	02507600860000	1.00	0.43	0.43	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	14	02507600970000	1.00	0.48	0.48	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	2	02507500020000	1.00	0.20	0.20	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	13	02507500130000	1.00	0.20	0.20	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	14	02507500300000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	7	02507600070000	1.00	0.27	0.27	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	3	02507500190000	1.00	0.20	0.20	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	4	02507500200000	1.00	0.20	0.20	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	12	02507500280000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	2	16	02507500320000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	3	2	02507500350000	1.00	0.21	0.21	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	3	4	02507500370000	1.00	0.20	0.20	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	3	02507500030000	1.00	0.17	0.17	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	14	02507500140000	1.00	0.20	0.20	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	3	02507600440000	1.00	0.22	0.22	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	12	02507600530000	1.00	0.17	0.17	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	14	02507600770000	1.00	0.23	0.23	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	16	02507600790000	1.00	0.29	0.29	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood 4th Addition	2	2	02507800070000	1.00	0.38	0.38	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood 4th Addition	2	3	02507800080000	1.00	0.38	0.38	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	19	02507600190000	1.00	0.28	0.28	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	3	6	02507500390000	1.00	0.19	0.19	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	10	02507600100000	1.00	0.29	0.29	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	8	02507600710000	1.00	0.27	0.27	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	15	02507600780000	1.00	0.27	0.27	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	20	02507600830000	1.00	0.29	0.29	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	9	02507600920000	1.00	0.35	0.35	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood 4th Addition	1	1	02507800010000	1.00	0.22	0.22	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	1	02507600840000	1.00	0.42	0.42	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	21	02507601040000	1.00	0.32	0.32	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood First Addition	1	12	02507500120000	1.00	0.16	0.16	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	16	02507600990000	1.00	0.40	0.40	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	17	02507601000000	1.00	0.48	0.48	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	18	02507601010000	1.00	0.49	0.49	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood 4th Addition	2	1	02507800060000	1.00	0.21	0.21	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	10	02507600930000	1.00	0.43	0.43	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	12	02507600950000	1.00	0.35	0.35	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	8	02507600080000	1.00	0.27	0.27	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	5	02507600880000	1.00	0.46	0.46	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	7	02507600900000	1.00	0.39	0.39	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	12	02507600120000	1.00	0.25	0.25	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	2	14	02507600550000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	3	19	02507600820000	1.00	0.27	0.27	1.0	\$3,983.87	\$15,534.49	\$3,983.87	

**Preliminary Special Assessment Allocations  
Engineer's Statement of Cost**

**Improvement District No. 2296**

*Revised 02/03/2026*

**Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
Shadow Wood Mill & Overlay  
West Fargo, North Dakota**

Division	Block	Lot	GIS PIN	Area Factor	Assessable Area (Acres)	Factored Assessable Area (Acres)	Equivalent Units	Local Street Assessment (Local Only) (50%)	Benefit	Total Assessment	Notes
Shadow Wood Second Addition	4	2	02507600850000	1.00	0.40	0.40	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	4	4	02507600870000	1.00	0.46	0.46	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	27	02507600270000	1.00	0.28	0.28	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	5	02507600050000	1.00	0.31	0.31	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Strawberry Fields 2nd Addition	1	2	02505100020000	1.00	0.16	0.16	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Strawberry Fields Addition	1	5	02505000050000	1.00	1.41	1.41	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Strawberry Fields 2nd Addition	1	3	02505100030000	1.00	0.19	0.19	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	4	02507600040000	1.00	0.30	0.30	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Strawberry Fields Addition	1	6	02505000060000	1.00	0.90	0.90	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Strawberry Fields 2nd Addition	1	1	02505100010000	1.00	0.18	0.18	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Strawberry Fields 2nd Addition	1	4	02505100040000	1.00	0.19	0.19	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Strawberry Fields Addition	1	8	02505000080000	1.00	0.67	0.67	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	3	02507600030000	1.00	0.26	0.26	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Shadow Wood Second Addition	1	6	02507600060000	1.00	0.29	0.29	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
Strawberry Fields Addition	1	7	02505000070000	1.00	0.93	0.93	1.0	\$3,983.87	\$15,534.49	\$3,983.87	
					<b>42.43</b>	<b>42.43</b>	<b>155.0</b>	<b>\$617,500.00</b>		<b>\$617,500.00</b>	

<b>Based on Assessment Total</b>	
Local Street Assessment (Local Only) (50%)	\$617,500.00
Local City Contribution (50%)	\$617,500.00
<b>Total Project</b>	<b>\$1,235,000.00</b>

<b>Local Street Cost per EU</b>	
<b>Assessed</b>	<b>Benefit</b>
\$3,983.87	\$15,534.49

<b>Color Legend</b>	
Unassessed Parcel	

Commissioner \_\_\_\_\_ introduced the following resolution and moved its adoption:

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

WHEREAS, bids have heretofore been received for the making of certain improvements in Improvement District No.2296 - Shadow Wood Neighborhood Pavement Rehabilitation of the City of West Fargo, North Dakota; and

WHEREAS, said bids were opened and made public and are on file in the office of the City Auditor of the City of West Fargo; and

WHEREAS, the Engineer for the City of West Fargo has made and filed a careful and detailed statement of the estimated cost of said work; and

WHEREAS, it is necessary to accept the bid for the work to be completed;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the fact is and that the minutes show that the bid of Northern Improvement Company, in the amount of \$764,673.20, is the lowest bid received and that said company is the lowest responsible bidder; that said bid was accompanied by a bidder's bond in the amount of 5% of the bid price and copy of the contractor's license or certificate of renewal thereof and in conformity with the provisions of Chapter 40-29 of the North Dakota Century Code

That the Engineer for the City of West Fargo, has made and filed with the Board of City Commissioners of the City of West Fargo a careful and detailed statement of the estimated cost of said work in said Improvement District No. 2296;

That the contract for the construction of said improvement for which advertisement for bids is made, be and the same is hereby awarded to the said Northern Improvement Company, in the amount of \$764,673.20, and that the President of the Board of City Commissioners and the City Auditor are hereby authorized and directed to enter into a contract with the said contractor for the making of the improvements for which advertisement for bids was heretofore made and for which they were the low bidder.

Dated: February 17, 2026

APPROVED:

\_\_\_\_\_  
President of Board of City Commissioners

ATTEST:

\_\_\_\_\_  
City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner \_\_\_\_\_. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: \_\_\_\_\_. The following commissioners were absent and not voting: \_\_\_\_\_. The following commissioners voted nay: \_\_\_\_\_. The majority having voted aye, the motion was carried and the resolution was duly adopted.

**Item Title:** Improvement District No. 2297 – South Pond Neighborhood Pavement Rehabilitation

**Requested Action/Staff Recommendation:** Accept Bid and Award Contract

**Presented By:** Jerry Wallace, City Engineer

---

**New Information:** A virtual bid opening was conducted on January 29, 2026. There was a total of two (2) bidders, with Northern Improvement Company as the low bidder. The low bid was \$777,963.65, which was [\$347,036.35 (30.8 %) (under) the Engineer's design estimate] OR [\$198,051.35 (20.3%) (under) the Engineer's design estimate excluding soft costs and contingencies]. Staff recommends awarding the contract to Northern Improvement Company.

**Background & Project Summary:** This project is intended to improve pavement condition and ride quality and extend the lifespan of the roadways within this district. The project involved the rehabilitation of existing asphalt roadways through a mill-and-overlay process. ADA curb ramps will also be upgraded where needed. The project is consistent with the City's pavement Management policy, which recommends resurfacing approximately every 10-15 years based on observed pavement conditions.

**Financial Analysis:** Consistent with what was presented in the 2024 CIP, this project is intended to have 50% of the total project cost specially assessed to the benefiting properties, and 50% paid for via Capital Improvement Sales Tax.

**Supporting Documents:**

- Affidavit of Publication
  - Bid Tabulation
  - Notice of Award
  - Engineer's Statement of Estimated Cost
  - Associated Resolution
- 

**Previously Presented Information & Commission Actions**

**January 5, 2026 -**

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

**December 15, 2025 -**

- **Staff Recommendation:** Conduct the Determination of Protest Sufficiency and Approve Associated Resolution

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

**November 3, 2025 –**

- **Staff Recommendation:** Approve both an Engineer's Report and Task Order, Direct Engineer to prepare Plans and Specifications, and Authorize Resolution of Necessity.
- **Commission Action:** Commissioner Olson moved and Commissioner Zundel seconded to approve. No opposition, motion carried.

**August 18, 2025 –**

- **Staff Recommendation:** Create Improvement District No. 2297 and Direct Engineer to prepare an Engineer's Report.
- **Commission Action:** Commissioner Olson moved and Commissioner Zundel seconded to approve. No opposition, motion carried.

**West Fargo City Commission**

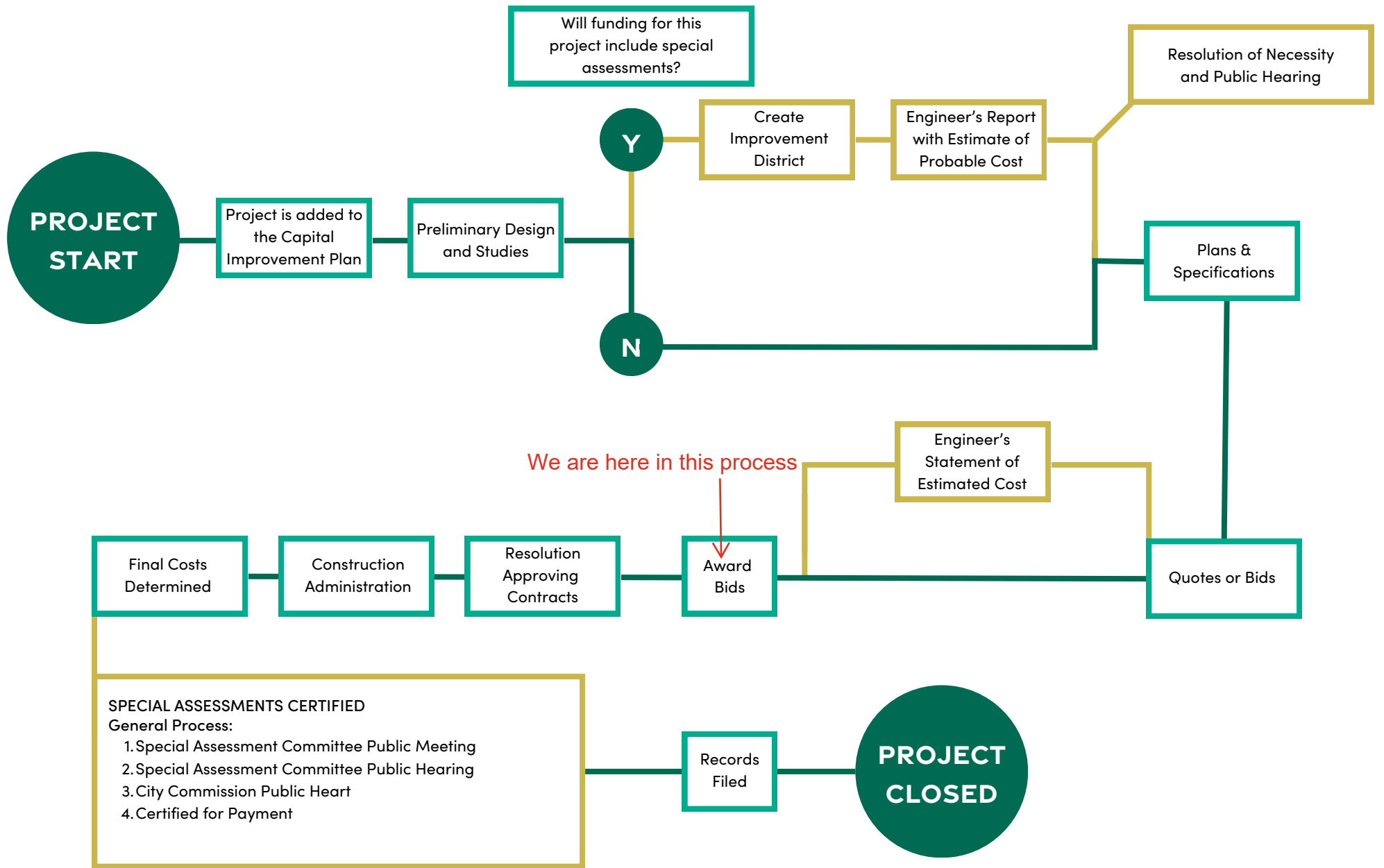
Bernie Dardis, Commission President

Brad Olson, Commission Vice President

Roben Anderson, Rory Jorgensen, Amy Zundel, Commissioners

Dustin Scott, City Administrator

# CITY PROJECT PROCESS FLOW CHART



We are here in this process

\*The City of West Fargo creates an Engineer's Report and Estimate of Probably Cost for most projects, but is legally required to do so for projects using special assessment funding.

\*Project Steps in YELLOW boxes are only necessary when a project is funding through the use of special assessments.

February 5, 2026

Jerrold F. Wallace  
City Engineer  
City of West Fargo  
2515 6<sup>th</sup> Street E  
West Fargo ND 58078

Re: Improvement Dist. No. 2297  
Asphalt Resurfacing, Concrete ADA  
Ramps, and Incidentals  
South Pond Mill & Overlay  
West Fargo, ND  
Moore Project No. 30628

Dear Jerrold F. Wallace,

Bids were opened online during a virtual meeting for the above referenced project on January 29, 2026, at 10:45 a.m. The received bids were compiled and the bid tabulation is enclosed for your review. Northern Improvement Company is the low bidder with a bid amount of \$777,963.65. Our Engineer's Opinion of Probable Cost with the Engineer's Report was \$976,015.00 without contingencies. Our final engineer's estimate prior to bidding was \$1,022,114.00 without contingencies.

Also enclosed is the Engineer's Statement of Cost including the low bidder's construction prices for your review. Please sign the letter and return upon your approval.

Lastly, enclosed is information pertaining to the Special Assessments based on the City's Special Assessment Policy and the Engineer's Statement of Cost. This information includes the benefit methodology and associated map and preliminary Special Assessment Allocations by Parcel.

Please review the enclosed information and provide comment, if any, at your earliest convenience. To meet the project's proposed schedule, the Contract is anticipated to be awarded by the West Fargo City Commission on February 17, 2026. If the Contract is awarded by the Commission, please sign, date, and return the enclosed Notice of Award so we can begin working on the Contracts.

Sincerely,

Matt Prochniak, PE  
Project Manager

Enclosures:

- Affidavit of Publication
- Bid Tabulations
- Notice of Award
- Engineer's Statement of Cost
- Special Assessment documents based on the Engineer's Statement of Cost:
  - Benefit Methodology
  - Benefit Methodology Map
  - Assessment Allocations by Parcels



# AFFIDAVIT OF PUBLICATION

State of Florida, County of Orange, ss:

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

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

2. The newspaper listed on the exhibit published the advertisement of: **ND Bids/Proposals Notice**; (2) time: *Wednesday, January 14, 2026, Wednesday, January 21, 2026*, as required by law or ordinance.

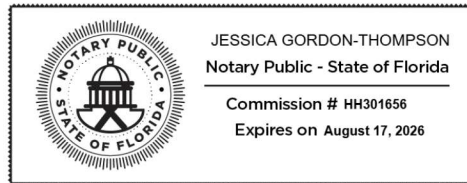
3. All of the listed newspapers are legal newspapers in the State of North Dakota and, under the provisions of Section 46-05-01, NDCC, are qualified to publish any public notice or any matter required by law or ordinance to be printed or published in a newspaper in North Dakota.

*Anjana Bhadoriya*

(Signed) \_\_\_\_\_

### VERIFICATION

State of Florida  
County of Orange



Subscribed in my presence and sworn to before me on this: **01/22/2026**

*J. T. A.*

Notary Public  
Notarized remotely online using communication technology via Proof.

CITY OF WEST FARGO, NORTH DAKOTA  
IMPROVEMENT DISTRICT NO. 2297; ASPHALT RESURFACING, CONCRETE ADA RAMPS, AND INCIDENTALS  
SOUTH POND MILL & OVERLAY  
MOORE PROJECT NO. 30628  
ADVERTISEMENT FOR BIDS  
City of West Fargo is requesting Bids for the construction of the project listed above.  
Bids for the construction of the Project will be received and accepted via electronic bid (vBid) through Quest CDN until January 29, 2026 at 10:00 a.m. local time. Bids will be viewed and read via video/phone conference at 10:45 a.m. Mailed or hand delivered bids will not be opened or considered. Link for the video/phone conference is provided at [www.mooreengineeringinc.com](http://www.mooreengineeringinc.com) by clicking the Bid Information tab, or at [www.QuestCDN.com](http://www.QuestCDN.com).  
The Project consists of asphalt mill and overlay, curb and gutter replacements, concrete flatwork replacements, and miscellaneous construction items.  
Bids will be received for a single prime Contract. Bids shall be on a unit price basis.  
Digital project bidding documents will be available at [www.mooreengineeringinc.com](http://www.mooreengineeringinc.com) by clicking the Bid Information tab, or at [www.QuestCDN.com](http://www.QuestCDN.com). You may download the complete set of digital documents for a nonrefundable fee of \$50.00 by locating eBid DocTM Number 9898334 on the website. Contact Quest CDN Customer Support at 952-233-1632 or [info@QuestCDN.com](mailto:info@QuestCDN.com) for assistance in membership registration, downloading digital project information, and vBid online bid submittal questions. Each bid must be accompanied by a bidder's bond in a sum equal to 5% of the full amount of the bid executed by the bidder as principal and by a surety, conditioned that if the principal's bid is accepted and a contract is awarded to the principal, the principal, within ten (10) days after the notice of the award, shall execute a contract in accordance with the terms of the bid and the bid bond as required by law, and any regulations and conditions of the City of West Fargo. ALL BID BONDS MUST BE ON THE BID BOND FORM INCLUDED IN THE BIDDING DOCUMENTS. The surety must be licensed to do business in North Dakota and must be licensed as a certified surety in the U.S. Department of the Treasury's Circular 570. A countersignature of a bid bond is not required. If the City of West Fargo elects to award a contract to the lowest responsible bidder, and the lowest responsible bidder does not execute a contract within ten (10) days, the bidder's bond will be forfeited to the City of West Fargo, and the City of West Fargo may award the project to the next lowest responsible bidder.  
Each bidder must possess a valid North Dakota contractor's license for the full amount of their bid, as required by N.D.C.C. § 43-07-07. Each bidder MUST enclose a copy of their Contractor's License or Certificate of Renewal, issued by the North Dakota Secretary of State, and each license must be valid and dated at least ten (10) days prior to the date set for bid opening, as required under N.D.C.C. § 43-07-12.

No bid may be read or considered if the bid does not fully comply with the requirements of this section and that any deficient bid submitted must be resealed and returned to the bidder immediately.

City of West Fargo reserves the right to reject any and all bids and rebid the project until a satisfactory bid is received.

The City of West Fargo will not read or consider any bid that does not fully comply with the requirements above, or the requirements of N.D.C.C. § 48-01.2-05. The City of West Fargo reserves the right to reject any and all bids and rebid the project until a satisfactory bid is received.

All bids will be made on the basis of cash payment for such Work. After bid opening, the City of West Fargo will release the bid bonds to all bidders except the three (3) lowest responsible bidders. When the City of West Fargo awards a contract to the lowest responsible bidder, the City of West Fargo will release the remaining bid bonds to the other two (2) bidders. The City of West Fargo reserves the right to hold the three (3) low bids for a period of sixty (60) days after the date of the bid opening.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions of Bidders that are included in the bidding documents.

Owner: City of West Fargo

By: Dustin T. Scott

Title: City Administrator

Date: January 5, 2026

(Jan. 14 & 21, 2026)



**BID TABULATION**

Improvement District No. 2297

Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals

West Fargo ND

Project No. 30628

Bid Date: January 29, 2026

Northern Improvement Company

PO Box 2846

Fargo, ND 58108

Border States Pving, Inc.

PO Box 2586

Fargo, ND 58108

BID ITEM NO. & DESCRIPTION		UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	BID UNIT PRICE	BID PRICE
<b>BASE BID</b>							
1.	12000.0000 Mobilization	LSum	1	\$20,875.00	\$20,875.00	\$45,000.00	\$45,000.00
2.	15000.0000 Traffic Control	LSum	1	\$3,450.00	\$3,450.00	\$3,550.00	\$3,550.00
3.	312500.0000 Stormwater Management	LSum	1	\$1,335.00	\$1,335.00	\$1,810.00	\$1,810.00
4.	312500.0000 Inlet Protection	EA	49	\$195.00	\$9,555.00	\$200.00	\$9,800.00
5.	24200.0000 Removal of Concrete Pavement	SY	650	\$25.00	\$16,250.00	\$26.00	\$16,900.00
6.	24200.0000 Removal of Curb & Gutter	LF	1,925	\$12.00	\$23,100.00	\$12.50	\$24,062.50
7.	24200.0000 Removal of Bituminous Surfacing	SY	554	\$21.25	\$11,772.50	\$43.30	\$23,988.20
8.	101400.0000 Signage	SF	6	\$21.00	\$126.00	\$21.70	\$130.20
9.	101400.0000 Perforated Tube	LF	14	\$18.50	\$259.00	\$18.90	\$264.60
10.	312316.0000 Excavation Waste	CY	31	\$40.15	\$1,244.65	\$98.20	\$3,044.20
11.	312316.0000 Subgrade Preparation	SY	122	\$6.50	\$793.00	\$70.60	\$8,613.20
12.	Plan Base Preparation	SY	1,176	\$5.15	\$6,056.40	\$12.00	\$14,112.00
13.	Plan Geogrid	SY	122	\$7.00	\$854.00	\$23.20	\$2,830.40
14.	321123.0000 Aggregate Base Course	TON	58	\$70.00	\$4,060.00	\$49.30	\$2,859.40
15.	Plan Milling Pavement Surface - Tapered	SY	27,363	\$1.65	\$45,148.95	\$2.60	\$71,143.80
16.	321216.0000 Superpave FAA 43 - Patching 3"	SY	112	\$31.50	\$3,528.00	\$90.00	\$10,080.00
17.	Plan Concrete Patch	SY	428	\$50.00	\$21,400.00	\$89.90	\$38,477.20
18.	321216.0000 Superpave FAA 43 - 2"	SY	27,363	\$10.85	\$296,888.55	\$11.00	\$300,993.00
19.	321313.0000 Curb & Gutter	LF	1,925	\$50.00	\$96,250.00	\$73.60	\$141,680.00
20.	321313.0000 Curb Type I	LF	47	\$70.00	\$3,290.00	\$74.70	\$3,510.90
21.	330130.8600 Adjust Manhole Cover	EA	40	\$325.00	\$13,000.00	\$200.00	\$8,000.00
22.	330130.8600 Adjust Manhole Casting	EA	1	\$845.00	\$845.00	\$1,500.00	\$1,500.00
23.	330130.8600 Replace Manhole Casting	EA	5	\$2,150.00	\$10,750.00	\$3,000.00	\$15,000.00
24.	Plan Adjust Inlet Casting	EA	14	\$450.00	\$6,300.00	\$1,620.00	\$22,680.00
25.	Plan Replace Inlet Casting	EA	8	\$1,425.00	\$11,400.00	\$2,920.00	\$23,360.00
26.	331419.0000 Adjust Gate Valve Box Cover	EA	19	\$120.00	\$2,280.00	\$57.60	\$1,094.40
27.	321216.0000 Superpave FAA 43 - Leveling	TON	380	\$105.00	\$39,900.00	\$95.00	\$36,100.00
28.	321723.0000 Grooved Epoxy Pavement Markings - 24"	LF	196	\$36.75	\$7,203.00	\$37.90	\$7,428.40
29.	321623.0000 Driveway Concrete - 6"	SY	397	\$113.00	\$44,861.00	\$130.00	\$51,610.00
30.	321636.0000 Sidewalk Concrete - 4"	SY	92	\$120.00	\$11,040.00	\$114.00	\$10,488.00
31.	321636.0000 Sidewalk Concrete - 5"	SY	85	\$125.00	\$10,625.00	\$118.00	\$10,030.00
32.	321636.0000 Sidewalk Concrete - 6"	SY	95	\$130.00	\$12,350.00	\$127.00	\$12,065.00
33.	321636.0000 Detectable Warning Panels	SF	223	\$50.00	\$11,150.00	\$67.10	\$14,963.30
34.	312316.0000 Topsoil	CY	274	\$50.00	\$13,700.00	\$54.10	\$14,823.40
35.	312316.0000 Topsoil Imported	CY	70	\$65.00	\$4,550.00	\$88.80	\$6,216.00
36.	329219.0000 Seeding	SY	1,637	\$2.65	\$4,338.05	\$2.70	\$4,419.90
37.	329219.0000 Hydraulic Mulch	SY	1,637	\$2.65	\$4,338.05	\$2.70	\$4,419.90
38.	Plan Landscape Preparation	SF	118	\$26.25	\$3,097.50	\$27.10	\$3,197.80
<b>TOTAL</b>					<b>\$777,963.65</b>		<b>\$970,245.70</b>



**BID TABULATION**

Improvement District No. 2297

Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals

West Fargo ND

Project No. 30628

Bid Date: January 29, 2026

Northern Improvement Company

PO Box 2846

Fargo, ND 58108

BID ITEM NO. & DESCRIPTION		UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
<b>BASE BID</b>					
1.	12000.0000 Mobilization	LSum	1	\$20,875.00	\$20,875.00
2.	15000.0000 Traffic Control	LSum	1	\$3,450.00	\$3,450.00
3.	312500.0000 Stormwater Management	LSum	1	\$1,335.00	\$1,335.00
4.	312500.0000 Inlet Protection	EA	49	\$195.00	\$9,555.00
5.	24200.0000 Removal of Concrete Pavement	SY	650	\$25.00	\$16,250.00
6.	24200.0000 Removal of Curb & Gutter	LF	1,925	\$12.00	\$23,100.00
7.	24200.0000 Removal of Bituminous Surfacing	SY	554	\$21.25	\$11,772.50
8.	101400.0000 Signage	SF	6	\$21.00	\$126.00
9.	101400.0000 Perforated Tube	LF	14	\$18.50	\$259.00
10.	312316.0000 Excavation Waste	CY	31	\$40.15	\$1,244.65
11.	312316.0000 Subgrade Preparation	SY	122	\$6.50	\$793.00
12.	Plan Base Preparation	SY	1,176	\$5.15	\$6,056.40
13.	Plan Geogrid	SY	122	\$7.00	\$854.00
14.	321123.0000 Aggregate Base Course	TON	58	\$70.00	\$4,060.00
15.	Plan Milling Pavement Surface - Tapered	SY	27,363	\$1.65	\$45,148.95
16.	321216.0000 Superpave FAA 43 - Patching 3"	SY	112	\$31.50	\$3,528.00
17.	Plan Concrete Patch	SY	428	\$50.00	\$21,400.00
18.	321216.0000 Superpave FAA 43 - 2"	SY	27,363	\$10.85	\$296,888.55
19.	321313.0000 Curb & Gutter	LF	1,925	\$50.00	\$96,250.00
20.	321313.0000 Curb Type I	LF	47	\$70.00	\$3,290.00
21.	330130.8600 Adjust Manhole Cover	EA	40	\$325.00	\$13,000.00
22.	330130.8600 Adjust Manhole Casting	EA	1	\$845.00	\$845.00
23.	330130.8600 Replace Manhole Casting	EA	5	\$2,150.00	\$10,750.00
24.	Plan Adjust Inlet Casting	EA	14	\$450.00	\$6,300.00
25.	Plan Replace Inlet Casting	EA	8	\$1,425.00	\$11,400.00
26.	331419.0000 Adjust Gate Valve Box Cover	EA	19	\$120.00	\$2,280.00
27.	321216.0000 Superpave FAA 43 - Leveling	TON	380	\$105.00	\$39,900.00
28.	321723.0000 Grooved Epoxy Pavement Markings - 24"	LF	196	\$36.75	\$7,203.00
29.	321623.0000 Driveway Concrete - 6"	SY	397	\$113.00	\$44,861.00
30.	321636.0000 Sidewalk Concrete - 4"	SY	92	\$120.00	\$11,040.00
31.	321636.0000 Sidewalk Concrete - 5"	SY	85	\$125.00	\$10,625.00
32.	321636.0000 Sidewalk Concrete - 6"	SY	95	\$130.00	\$12,350.00
33.	321636.0000 Detectable Warning Panels	SF	223	\$50.00	\$11,150.00
34.	312316.0000 Topsoil	CY	274	\$50.00	\$13,700.00
35.	312316.0000 Topsoil Imported	CY	70	\$65.00	\$4,550.00
36.	329219.0000 Seeding	SY	1,637	\$2.65	\$4,338.05
37.	329219.0000 Hydraulic Mulch	SY	1,637	\$2.65	\$4,338.05
38.	Plan Landscape Preparation	SF	118	\$26.25	\$3,097.50
<b>TOTAL</b>					<b>\$777,963.65</b>



**NOTICE OF AWARD**

Date of Issuance:

Owner: City of West Fargo Owner’s Project No.: 2297

Engineer: Moore Engineering, Inc. Engineer’s Project No.: 30628

Project: South Pond Mill & Overlay

Contract Name: Improvement District No. 2297; Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals

Bidder: Northern Improvement Company

Bidder’s Address: PO Box 2846 Fargo, ND 58108

You are notified that Owner has accepted your Bid dated January 29, 2026 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for: Asphalt mill and overlay, curb and gutter replacements, concrete flatwork replacements, and miscellaneous construction items.

The Contract Price of the awarded Contract is \$777,963.65. Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

Three (3) unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

Drawings will be delivered separately from the other Contract Documents.

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

1. Deliver to Owner Three (3) counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement(s) the Contract security (such as required performance and payment bonds) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):

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

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: City of West Fargo

By (signature): \_\_\_\_\_

Name (printed): Bernie L. Dardis

Title: President of the Board of City Commissioners

Copy: Engineer



**ENGINEERING DEPARTMENT**

2515 6<sup>th</sup> Street E  
West Fargo, ND 58078  
701.515.5100  
[www.westfargond.gov](http://www.westfargond.gov)

February 17, 2026

Board of City Commissioners  
City of West Fargo  
2515 6<sup>th</sup> Street E  
West Fargo, ND

Re: Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals Improvement District No. 2297  
- South Pond Mill & Overlay

WHEREAS, bids were opened and filed for Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals Improvement District No. 2297 - South Pond Mill & Overlay for the City of West Fargo, North Dakota; and

WHEREAS, the engineer for the City of West Fargo, North Dakota is required to make a careful and detailed statement of the estimated cost of work (*pursuant to N.D.C.C. 40-22-29*);

NOW THEREFORE, I, Jerrold F. Wallace, do hereby certify as follows:

That I am the City Engineer for the City of West Fargo, North Dakota;

That the following (and/or attached hereto) is a detailed statement of the estimated cost for work described as Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals Improvement District No. 2297 - South Pond Mill & Overlay of the City of West Fargo, North Dakota.

IN WITNESS THEREOF, I have hereunto set my hand and seal this 4th day of February, 2025.

JERROLD F. WALLACE  
ND REG. NO. 27431

A handwritten signature in blue ink that reads "Jerrold Wallace".

Engineer for the City of West Fargo  
West Fargo, North Dakota





Improvement District No. 2297  
 Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
 West Fargo ND  
 Project No. 30628  
 ENGINEER'S STATEMENT OF ESTIMATED COST

BID ITEM NO. & DESCRIPTION		UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE	
<u>BASE BID</u>						
1.	12000.00	Mobilization	LSum	1	\$20,875.00	\$20,875.00
2.	15000.00	Traffic Control	LSum	1	\$3,450.00	\$3,450.00
3.	312500.00	Stormwater Management	LSum	1	\$1,335.00	\$1,335.00
4.	312500.00	Inlet Protection	EA	49	\$195.00	\$9,555.00
5.	24200.00	Removal of Concrete Pavement	SY	650	\$25.00	\$16,250.00
6.	24200.00	Removal of Curb & Gutter	LF	1,925	\$12.00	\$23,100.00
7.	24200.00	Removal of Bituminous Surfacing	SY	554	\$21.25	\$11,772.50
8.	101400.00	Signage	SF	6	\$21.00	\$126.00
9.	101400.00	Perforated Tube	LF	14	\$18.50	\$259.00
10.	312316.00	Excavation Waste	CY	31	\$40.15	\$1,244.65
11.	312316.00	Subgrade Preparation	SY	122	\$6.50	\$793.00
12.	Plan	Base Preparation	SY	1,176	\$5.15	\$6,056.40
13.	Plan	Geogrid	SY	122	\$7.00	\$854.00
14.	321123.00	Aggregate Base Course	TON	58	\$70.00	\$4,060.00
15.	Plan	Milling Pavement Surface - Tapered	SY	27,363	\$1.65	\$45,148.95
16.	321216.00	Superpave FAA 43 - Patching 3"	SY	112	\$31.50	\$3,528.00
17.	Plan	Concrete Patch	SY	428	\$50.00	\$21,400.00
18.	321216.00	Superpave FAA 43 - 2"	SY	27,363	\$10.85	\$296,888.55
19.	321313.00	Curb & Gutter	LF	1,925	\$50.00	\$96,250.00
20.	321313.00	Curb Type I	LF	47	\$70.00	\$3,290.00
21.	330130.86	Adjust Manhole Cover	EA	40	\$325.00	\$13,000.00
22.	330130.86	Adjust Manhole Casting	EA	1	\$845.00	\$845.00
23.	330130.86	Replace Manhole Casting	EA	5	\$2,150.00	\$10,750.00
24.	Plan	Adjust Inlet Casting	EA	14	\$450.00	\$6,300.00
25.	Plan	Replace Inlet Casting	EA	8	\$1,425.00	\$11,400.00
26.	331419.00	Adjust Gate Valve Box Cover	EA	19	\$120.00	\$2,280.00
27.	321216.00	Superpave FAA 43 - Leveling	TON	380	\$105.00	\$39,900.00
28.	321723.00	Grooved Epoxy Pavement Markings - 24"	LF	196	\$36.75	\$7,203.00
29.	321623.00	Driveway Concrete - 6"	SY	397	\$113.00	\$44,861.00
30.	321636.00	Sidewalk Concrete - 4"	SY	92	\$120.00	\$11,040.00
31.	321636.00	Sidewalk Concrete - 5"	SY	85	\$125.00	\$10,625.00
32.	321636.00	Sidewalk Concrete - 6"	SY	95	\$130.00	\$12,350.00
33.	321636.00	Detectable Warning Panels	SF	223	\$50.00	\$11,150.00
34.	312316.00	Topsoil	CY	274	\$50.00	\$13,700.00
35.	312316.00	Topsoil Imported	CY	70	\$65.00	\$4,550.00
36.	329219.00	Seeding	SY	1,637	\$2.65	\$4,338.05
37.	329219.00	Hydraulic Mulch	SY	1,637	\$2.65	\$4,338.05
38.	Plan	Landscape Preparation	SF	118	\$26.25	\$3,097.50
					Construction Subtotal	\$777,963.65
					Contingencies (~15%)	\$116,695.00
					<b>Total Construction</b>	<b>\$894,658.65</b>



Improvement District No. 2297  
Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
West Fargo ND  
Project No. 30628  
ENGINEER'S STATEMENT OF ESTIMATED COST

BID ITEM NO. & DESCRIPTION	UNIT	ESTIMATED QUANTITY	BID UNIT PRICE	BID PRICE
			Study & Report	\$10,000.00
			Design & Bidding	\$40,000.00
			Construction Administration (3.5%)	\$27,228.73
			Additional Consultanting Services	\$193,117.27
			Legal & Administration	\$51,048.77
			Bond Discount	\$35,000.00
			City of West Fargo Engineering Fee (1%)	\$8,946.59
			TOTAL COST	\$1,260,000.00

**DISTRICT NO. 2297**  
**BENEFIT METHODOLOGY**

IMPROVEMENT STATUS: ENGINEER'S STATEMENT OF COST  
DATE: 02/03/2026

Improvement Dist. No. 2297  
Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
South Pond Mill & Overlay  
West Fargo, North Dakota

Summary of Location for Improvements

- Neighborhood:
  - South Pond at The Preserve 1<sup>st</sup> Addition
  - South Pond at The Preserve 2<sup>nd</sup> Addition
  - South Pond at The Preserve 4<sup>th</sup> Addition
  - South Pond at The Preserve 7<sup>th</sup> Addition

Assessment Summary

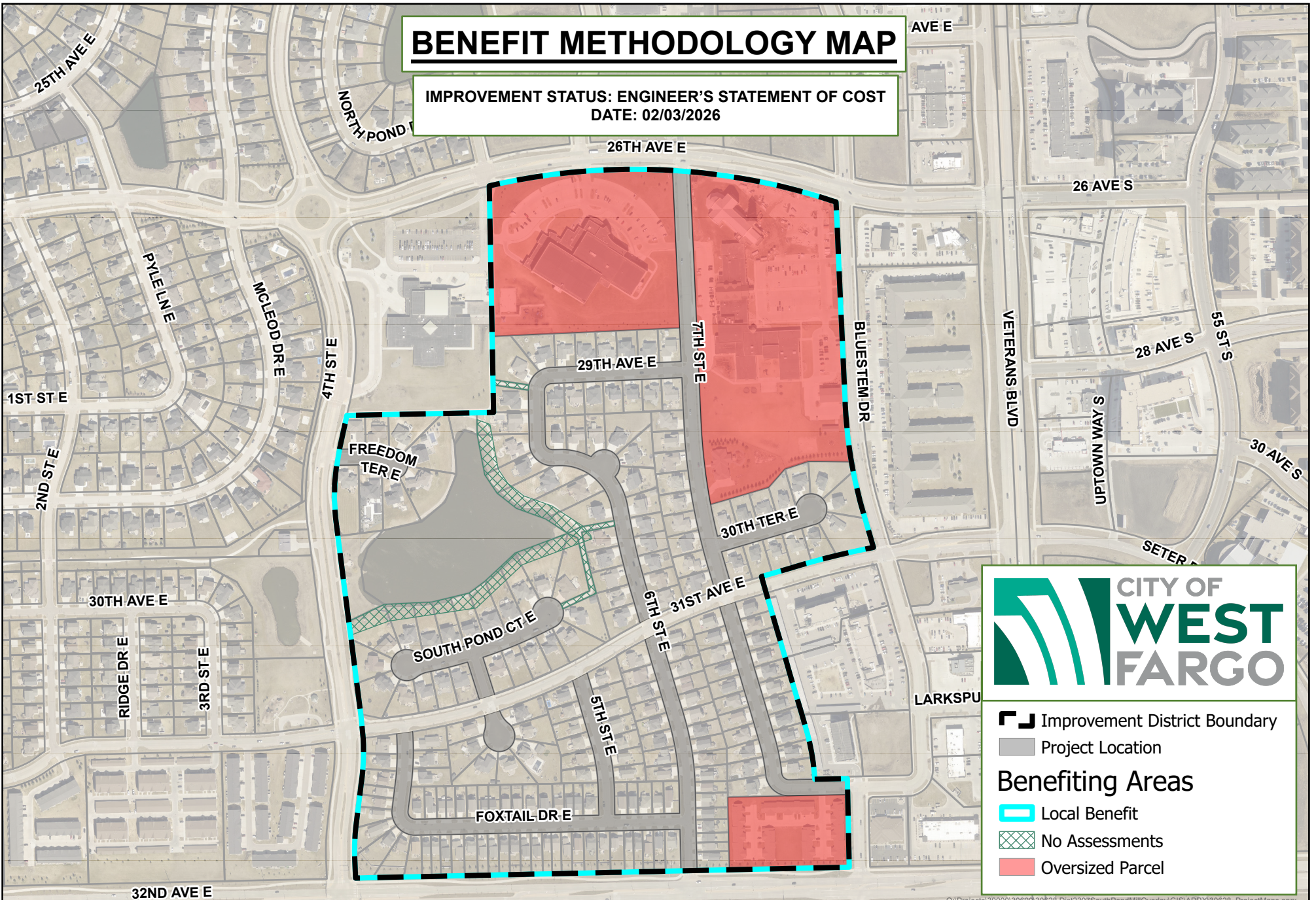
- Neighborhood:
  - Local Benefit – Street and ADA Improvements

Assessment Methodology

- Neighborhood:
  - Local Benefit - Street and ADA Improvements:
    - 50% of project cost contribution from City of West Fargo
    - 50% of project cost contribution assessed by equivalent units (EU) to 215 of 223 parcels, with EU values of 1.
    - Oversized Parcels:
      - 3 oversized parcels with EU values greater than 1 are modified to a factored front footage (FF) assessment based on the cost of 1 EU divided by the average FF length of a residential lot (approximately 65 feet) within the improvement district.
        - The average FF length is based on a 25-foot offset from the property line into the parcel for every 1 EU property within the improvement district. FF of corner lots only include the front side of the lot (driveway facing side of the street).
      - The difference between the actual EU costs and the modified FF costs of the oversized parcels is reallocated among the other 215 parcels.
    - 5 exempt parcels not assessed per City of West Fargo assessment policy

# BENEFIT METHODOLOGY MAP

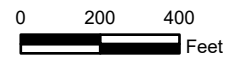
IMPROVEMENT STATUS: ENGINEER'S STATEMENT OF COST  
DATE: 02/03/2026



- Improvement District Boundary
- Project Location
- Benefiting Areas**
- Local Benefit
- No Assessments
- Oversized Parcel

**BENEFIT METHODOLOGY**  
**IMPROVEMENT DISTRICT NO. 2297**  
**SOUTH POND MILL & OVERLAY**  
**WEST FARGO, NORTH DAKOTA**

**DRAFT**



**Preliminary Special Assessment Allocations  
Engineer's Statement of Cost**

**Improvement District No. 2297**

*Revised 02/03/2026*

**Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
South Pond Mill & Overlay  
West Fargo, North Dakota**

Division	Block	Lot	GIS PIN	Front Footage	Equivalent Units	EU Assessment	EU Cost prorated to average 65 FF		Benefit	Total Assessment	Notes
							Lot	Large Lot Reallocation			
South Pond at the Preserve 1st	3	17	2485000820000	63	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	20	2485300470000	79	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 7th Addition	1	7	2485600070000	77	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 7th Addition	1	8	2485600080000	77	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	18	2485000830000	67	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	2	2485000870000	63	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	9	2485000940000	55	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	11	2485000760000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	7	11	2485100640000	71	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	1	2485300010000	95	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	19	2485000840000	67	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	20	2485000850000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	15	2485001000000	36	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	7	2	2485100550000	64	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	22	2485300490000	82	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 7th Addition	1	2	2485600020000	79	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	8	2485000930000	55	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	15	2485300420000	78	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	14	2485000990000	52	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	16	2485300430000	79	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	5	2485000900000	63	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	10	2485000950000	58	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	7	1	2485100540000	69	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	7	4	2485100570000	64	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	7	10	2485100630000	64	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	5	5	2485100400000	78	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	5	6	2485100410000	0	0.0	\$0.00		\$0.00	\$0.00	\$0.00	Inside District Boundary no benefit
South Pond at the Preserve 2nd	6	3	2485100440000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 3rd	1	1	2485200010000	1,286	63.6	\$118,369.28	\$36,724.77	\$0.00	\$597,579.40	\$36,724.77	CATHOLIC CHURCH D&L FUND-EASTERN ND
South Pond at the Preserve 1st	4	16	2485001010000	36	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	8	2485001150000	73	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	4	2485000040000	40	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	21	2485001280000	91	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	4	1	2485100310000	85	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	17	2485001020000	72	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	18	2485300450000	78	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 7th Addition	1	10	2485600100000	79	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	19	2485001260000	82	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	12	2485001190000	67	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 7th Addition	1	13	2485600130000	85	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	15	2485001220000	103	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	7	2	2485001370000	608	43.7	\$81,332.35	\$17,356.16	\$0.00	\$410,600.94	\$17,356.16	WEST FARGO PARK DISTRICT
South Pond at the Preserve 1st	6	14	2485001210000	67	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	17	2485300170000	85	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	9	2485300360000	75	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	2	2485300020000	90	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	9	2485300090000	0	0.0	\$0.00		\$0.00	\$0.00	\$0.00	Inside District Boundary no benefit
South Pond at the Preserve 4th	1	19	2485300190000	0	0.0	\$0.00		\$0.00	\$0.00	\$0.00	Inside District Boundary no benefit
South Pond at the Preserve 4th	2	4	2485300310000	67	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	

**Preliminary Special Assessment Allocations  
Engineer's Statement of Cost**

**Improvement District No. 2297**

*Revised 02/03/2026*

**Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals**

**South Pond Mill & Overlay**

**West Fargo, North Dakota**

Division	Block	Lot	GIS PIN	EU Cost prorated to average 65 FF			Benefit	Total Assessment	Notes	
				Front Footage	Equivalent Units	EU Assessment				
South Pond at the Preserve 4th	2	8	2485300350000	76	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	6	5	2485100460000	65	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	15	2485300150000	95	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	16	2485300160000	83	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	6	9	2485100500000	68	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	10	2485300100000	0	0.0	\$0.00	\$0.00	\$0.00	\$0.00	Inside District Boundary no benefit
South Pond at the Preserve 4th	1	18	2485300180000	88	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	11	2485300110000	0	0.0	\$0.00	\$0.00	\$0.00	\$0.00	Inside District Boundary no benefit
South Pond at the Preserve 4th	1	22	2485300220000	80	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	6	2485300060000	81	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	7	2485300070000	105	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	6	10	2485100510000	69	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	7	9	2485100620000	64	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	6	2485000060000	41	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	9	2485000090000	46	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	14	2485000140000	50	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	24	2485000240000	42	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	10	2485000100000	44	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	18	2485000180000	41	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	8	24850000410000	62	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	13	2485300400000	75	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	23	2485300500000	85	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	16	2485001230000	83	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	17	2485000170000	42	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	2	2485000350000	70	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	3	2485300300000	67	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	6	2485300330000	78	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	7	2485300340000	81	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	12	2485300390000	75	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	19	2485300460000	78	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	13	2485001200000	66	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	15	2485000480000	65	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	17	2485001240000	82	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	25	2485001320000	67	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	17	2485300440000	78	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 7th Addition	1	5	2485600050000	77	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 7th Addition	1	12	2485600120000	79	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 7th Addition	1	6	2485600060000	76	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 7th Addition	1	9	2485600090000	74	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	26	2485001330000	76	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	4	4	2485100340000	75	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	21	2485300480000	78	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	4	2	2485100320000	75	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	5	1	2485100360000	86	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 7th Addition	1	3	2485600030000	79	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 7th Addition	1	4	2485600040000	93	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 7th Addition	1	11	2485600110000	79	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	28	2485001350000	77	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	5	3	2485100380000	78	1.0	\$1,861.15	\$787.75	\$9,395.90	\$2,648.90	

**Preliminary Special Assessment Allocations  
Engineer's Statement of Cost**

**Improvement District No. 2297**

*Revised 02/03/2026*

**Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
South Pond Mill & Overlay  
West Fargo, North Dakota**

Division	Block	Lot	GIS PIN	Front Footage	Equivalent Units	EU Assessment	EU Cost prorated to average 65 FF		Benefit	Total Assessment	Notes
							Lot	Large Lot Reallocation			
South Pond at the Preserve 7th Addition	1	1	2485600010000	83	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	7	2485001140000	76	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	25	2485000250000	46	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	1	2485000340000	70	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	17	2485000500000	60	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	23	2485000560000	44	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	3	2485000030000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	7	2485000920000	55	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	6	2	2485100430000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	5	2485000050000	44	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	30	2485000300000	36	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	26	2485000590000	42	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	7	2485000720000	60	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	7	5	2485100580000	64	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	10	2485300370000	75	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	6	8	2485100490000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	6	11	2485100520000	93	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	6	12	2485100530000	224	16.2	\$30,150.66	\$6,406.14	\$0.00	\$152,213.62	\$6,406.14	PRESERVE LIMITED PARTERSHIP
South Pond at the Preserve 2nd	7	6	2485100590000	64	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	4	2485300040000	80	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	5	2485300050000	80	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	13	2485300130000	93	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	21	2485300210000	81	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	5	2485300320000	81	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	12	2485300120000	118	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	23	2485300230000	80	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	10	2485001170000	72	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	11	2485001180000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	13	2485000130000	42	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	16	2485000160000	41	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	19	2485000190000	42	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	29	2485000620000	36	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	32	2485000650000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	1	2485000010000	74	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	16	2485000810000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	6	2485000910000	63	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	9	2485001160000	73	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	18	2485001250000	82	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	27	2485001340000	73	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	4	3	2485100330000	73	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	4	5	2485100350000	75	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	6	4	2485100450000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	21	2485000210000	44	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	20	2485000530000	45	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	5	2485000380000	63	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	9	2485000420000	63	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	3	2485000680000	55	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	4	2485000690000	40	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	6	2485000390000	62	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	

**Preliminary Special Assessment Allocations  
Engineer's Statement of Cost**

**Improvement District No. 2297**

**Revised 02/03/2026**

**Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
South Pond Mill & Overlay  
West Fargo, North Dakota**

Division	Block	Lot	GIS PIN	Front Footage	Equivalent Units	EU Assessment	EU Cost prorated to average 65 FF		Benefit	Total Assessment	Notes
							Lot	Large Lot Reallocation			
South Pond at the Preserve 1st	2	10	2485000430000	75	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	9	2485000740000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	2	2485000020000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	11	2485000440000	76	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	13	2485000460000	62	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	2	2485000670000	45	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	8	2485000080000	42	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	22	2485000220000	36	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	5	4	2485100390000	78	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	25	2485300250000	80	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	27	2485300270000	85	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	11	2485300380000	75	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	31	2485000310000	42	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	7	7	2485100600000	64	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	22	2485000550000	60	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	25	2485000580000	46	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	23	2485000230000	36	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	29	2485000290000	36	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	26	2485300260000	80	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	1	2485300280000	83	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	20	2485000200000	41	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	12	2485000450000	62	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	27	2485000600000	42	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	10	2485000750000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	27	2485000270000	50	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	24	2485300240000	80	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	2	2	2485300290000	122	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	6	1	2485100420000	73	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	4	2485000370000	75	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	3	2485300030000	80	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	11	2485000110000	36	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	15	2485000150000	50	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	28	2485000280000	54	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	19	2485000520000	36	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	24	2485000570000	42	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	28	2485000610000	44	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	30	2485000630000	36	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	8	2485000730000	60	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	12	2485000770000	72	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	14	2485000790000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	14	2485000470000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	12	2485000120000	36	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	26	2485000260000	51	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	32	2485000320000	44	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	3	2485000360000	76	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	7	2485000400000	63	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	1	2485000660000	60	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	6	2485000710000	60	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	7	2485000070000	42	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	

**Preliminary Special Assessment Allocations  
Engineer's Statement of Cost**

**Improvement District No. 2297**

*Revised 02/03/2026*

**Asphalt Resurfacing, Concrete ADA Ramps, and Incidentals  
South Pond Mill & Overlay  
West Fargo, North Dakota**

Division	Block	Lot	GIS PIN	Front Footage	Equivalent Units	EU Assessment	EU Cost prorated to average 65 FF		Benefit	Total Assessment	Notes
							Lot	Large Lot Reallocation			
South Pond at the Preserve 4th	1	20	2485300200000	86	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	2	14	2485300410000	80	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	5	2485000700000	50	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	1	2485000860000	67	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	21	2485000540000	55	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	13	2485000780000	92	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	3	15	2485000800000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	4	2485000890000	63	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	24	2485001315000	67	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	13	2485000980000	45	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	1	33	2485000330000	59	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	6	6	2485100470000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	6	7	2485100480000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	7	3	2485100560000	64	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	7	8	2485100610000	64	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	14	2485300140000	149	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	16	2485000490000	65	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	31	2485000640000	46	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	3	2485000880000	63	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	12	2485000970000	57	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	20	2485001270000	82	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	22	2485001290000	67	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	6	23	2485001300000	67	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 4th	1	8	2485300080000	89	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	2	18	2485000510000	36	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 1st	4	11	2485000960000	44	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
South Pond at the Preserve 2nd	5	2	2485100370000	75	1.0	\$1,861.15		\$787.75	\$9,395.90	\$2,648.90	
				<b>16455</b>	<b>339</b>			<b>\$169,365.23</b>		<b>\$630,000.00</b>	

<b>Based on Assessment Total</b>	
Local Street Assessment (Local Only) (50%)	\$630,000.00
Local City Contribution (50%)	\$630,000.00
<b>Total Project</b>	<b>\$1,260,000.00</b>

	<b>Assessed</b>	<b>Benefit</b>
Local Street Cost per EU	<b>\$1,861.15</b>	<b>\$9,395.90</b>
EU Cost prorated to average 65 FF Lot	<b>\$28.56</b>	

<b>Color Legend</b>	
Unassessed Parcel	
Oversized Parcels	

Commissioner \_\_\_\_\_ introduced the following resolution and moved its adoption:

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

WHEREAS, bids have heretofore been received for the making of certain improvements in Improvement District No. 2297 - South Pond Neighborhood Pavement Rehabilitation of the City of West Fargo, North Dakota; and

WHEREAS, said bids were opened and made public and are on file in the office of the City Auditor of the City of West Fargo; and

WHEREAS, the Engineer for the City of West Fargo has made and filed a careful and detailed statement of the estimated cost of said work; and

WHEREAS, it is necessary to accept the bid for the work to be completed;

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

That the fact is and that the minutes show that the bid of Northern Improvement Company, in the amount of \$777,963.65 is the lowest bid received and that said company is the lowest responsible bidder; that said bid was accompanied by a bidder's bond in the amount of 5% of the bid price and copy of the contractor's license or certificate of renewal thereof and in conformity with the provisions of Chapter 40-29 of the North Dakota Century Code

That the Engineer for the City of West Fargo, has made and filed with the Board of City Commissioners of the City of West Fargo a careful and detailed statement of the estimated cost of said work in said Improvement District No. 2297;

That the contract for the construction of said improvement for which advertisement for bids is made, be and the same is hereby awarded to the said Northern Improvement Company, in the amount of \$777,963.65, and that the President of the Board of City Commissioners and the City Auditor are hereby authorized and directed to enter into a contract with the said contractor for the making of the improvements for which advertisement for bids was heretofore made and for which they were the low bidder.

Dated: February 17, 2026

APPROVED:

\_\_\_\_\_  
President of Board of City Commissioners

ATTEST:

\_\_\_\_\_  
City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner \_\_\_\_\_. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: \_\_\_\_\_. The following commissioners were absent and not voting: \_\_\_\_\_. The following commissioners voted nay: \_\_\_\_\_. The majority having voted aye, the motion was carried and the resolution was duly adopted.

**Item Title:** Project No. 1351 – Sanitary Lift Station (SA-27) Rehabilitation

**Requested Action/Staff Recommendation:** Approve redundant pump purchase for SA-27

**Presented By:** Jerry Wallace, City Engineer

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**New Information:** City staff are requesting \$79,652 to purchase a redundant pump to be kept on hand in inventory for emergency use should this regional lift station experience a pump failure. This item is intended to inform the Commission of the City's preparedness strategy for critical sanitary sewer infrastructure. Specifically, it addresses the practice of maintaining spare pumping equipment for regional or master sanitary lift stations like SA-27 to ensure continuity of service and reduce risk in the event of an unexpected equipment failure.

Regional lift stations serve large drainage areas and represent single points of failure within the sanitary sewer system. While these facilities are designed with redundant pumps, mechanical and electrical components can fail suddenly and without warning. Maintaining spare equipment enables City staff to respond quickly and avoid emergencies such as sanitary sewer overflows, service disruptions, regulatory reporting requirements, or the need for expensive temporary bypass pumping.

**Background & Project Summary:** The City operates and maintains several sanitary lift stations that are essential to conveying wastewater from large service areas to treatment facilities. These regional or master lift stations differ from smaller neighborhood stations in that their failure can have widespread impacts, including environmental risks and regulatory compliance.

Industry standards and common utility practice recognize that even well-maintained pumps can experience sudden or catastrophic failure due to seal issues, bearing failure, electrical faults, debris, or power-related events. Lead times for replacement pumps can range from weeks to months, depending on manufacturer availability and specifications.

To mitigate these risks, many municipalities maintain spare pumps—either on-site or in inventory—for critical lift stations. This practice significantly reduces response time during emergency situations and limits the City's exposure to service disruptions and regulatory compliance issues.

**Financial Analysis:** While maintaining spare pumping equipment requires upfront capital investment and storage considerations, the cost is typically significantly less than the expenses associated with emergency response. Emergency bypass pumping, contractor mobilization,

overtime labor, environmental remediation, and potential regulatory penalties will quickly exceed the cost of a spare pump.

Upgrades to sanitary lift station SA-27 were included in the 2024 Approved CIP with an estimated total project cost of \$1,625,000. The project is being funded from south-of-the-interstate sanitary sewer hookup fees, collected as the contributing area has developed. Funds for the redundant pump purchase would also be allocated from this source.

**Policy Analysis:** Maintaining spare pumping equipment for critical infrastructure aligns with sound asset management principles and the City's responsibility to protect public health and safety. This approach emphasizes preparedness and risk mitigation rather than reactive emergency response.

#### Supporting Documents:

- Quote from Electric Pump

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#### **Previously Presented Information & Commission Actions:**

##### **November 3, 2025 –**

- **Staff Recommendation:** Adopt Resolution Approving Contract and Contractor's Bond and Authorize Notice to Proceed.
- **Commission Action:** Commissioner Zundel moved, and Commissioner Olson seconded to approve. No opposition, motion carried.

##### **September 22, 2025 –**

- **Staff Recommendation:** Accept Bids and Award Contracts
- **Commission Action:** Commissioner Zundel moved, and Commissioner Olson seconded to approve. No opposition, motion carried.

##### **July 21, 2025 -**

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

##### **April 7, 2025 –**

- **Staff Recommendation:** Approve Engineer's Report, Direct Plans and Specifications, and Approve Task Order
- **Commission Action:** Commissioner Zundel moved, and Commissioner Anderson seconded to approve. No opposition, motion carried.

##### **March 3, 2025 –**

- **Staff Recommendation:** Create Project No. 1351 and Direct Engineer to prepare an Engineer's Report
- **Commission Action:** Commissioner Zundel moved, and Commissioner Anderson seconded to approve. No opposition, motion carried.

**West Fargo City Commission**

Bernie Dardis, Commission President

Brad Olson, Commission Vice President

Roben Anderson, Rory Jorgensen, Amy Zundel, Commissioners

Dustin Scott, City Administrator



QUOTATION		
DATE	NUMBER	PAGE
1/20/2026	0016587	1 of 1

B COW122  
 I CITY OF WEST FARGO  
 L 800 4TH AVE E  
 L WEST FARGO, ND 58078-2015

S CITY OF WEST FARGO  
 H 800 4TH AVE E  
 I WEST FARGO, ND 58078-2015  
 P

Accepted By: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 PO#: \_\_\_\_\_  
 Ship To: \_\_\_\_\_

ATTENTION: DANE PRANKE 701-318-2911 Dane.Pranke@westfargond.gov

**WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:**

TERMS: NET 30

CUSTOMER REF/PO#	JOB TITLE	SLP	SHIPPING TYPE
	SA27 LS, SPARE FLYGT 3202	ATT/JTK	

QTY	UM	PART	DESCRIPTION	UNIT PRICE	EXTENDED
1.00	EA	32020950864	FLYGT,PUMP,NON-CLOG NT614-12 60/460/3 65' FM FLS+ FV STD	\$79,652.00	\$79,652.00

FREIGHT NOT INCLUDED IN THIS QUOTE

LEAD TIME IS CURRENTLY (11-15) WEEKS ARO-SUBJECT TO FACTORY CHANGE

\*\*\*\*\*

THANK YOU, JUSTIN KIRBY  
 jkirby@electricpump.com

CC: ADAM THORESON / C:(612)803-2154

<p><b>*Quote is valid for 30 days.</b></p> <p>*Credit Card Payments over \$5,000.00 are subject to an additional 3% convenience charge.</p> <p>*All return goods must have written approval from Electric Pump before returning. Credit will not be issued without written approval; if applicable, there will be a Restock Fee.</p> <p>*Quoted price is subject to any applicable tariff-related increases.</p>	<p><b>SUB TOTAL: \$ 79,652.00</b></p> <p><b>TAX:</b></p> <p><b>TOTAL: \$ 79,652.00</b></p>
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4280 E 14th Street Des Moines, IA 50313-2604 \*  
 201 4th Ave SW New Prague, MN 56071-2347 \*

Telephone 515-265-2222  
 Telephone 952-758-6600

**www.electricpump.com**