



Meeting Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Approve Order of Agenda
- D. Approval of Minutes – February 22, 2022 (Pages 2-4)
- E. Building Permits (Pages 5-7)

Consent Agenda - Approve the Following:

- a. Bills (Pages 8-16)
- b. Financial Dashboard as of December 31, 2021 (Pages 17-19)
- c. One Year Contract Renewal with Airborne Vector Control for Aerial Mosquito Spraying (Pages 20-27)
- d. Games of Chance for Pink It Forward. Games to be conducted: Bingo on 3/22/2022 at DoubleTree by Hilton West Fargo at 825 E Beaton Dr (Pages 28-29)
- e. Amendment to Gaming Site Authorization for Prairie Public Broadcasting to include Blackjack at 3 Lyons LLC at 675 13th Ave E (Pages 30-32)
- f. Games of Chance for Tail Gunner. Games to be conducted: Raffle from 3/19/2022 to 8/6/2022 at VFW at 444 Sheyenne St Suite 101 (Page 33)

Regular Agenda

- 1. Second Reading & Final Approval - Zoning Ordinance Amendment to Section 4- 449 allowing for Telecommunications Towers within the P: Public Facilities District - Malachi Petersen (Pages 34-45)
- 2. Final Approval – Conditional Use Permit allowing a wireless telecommunications tower within a P: Public Facilities Zoning District - Malachi Petersen (Pages 46-67)
- 3. Request to approve the Cost of the New Salt/Sand Storage Building and Award Contract to the Meyer Architecture Group - Matt Andvik, Public Works Director (Pages 67-73)
- 4. Request to Commit American Rescue Plan Act Funds - Jim Larson, Finance Director (Page 74)
- 5. Second Reading of Ordinance 1207 - Parking on Snow Emergency Routes - John Shockley, City Attorney (Pages 75-76)
- 6. City Administrator's Report - Tina Fisk, City Administrator
- 7. Correspondence
- 8. Non-Agenda Items
- 9. Adjourn



**West Fargo City Commission Meeting
Monday, February 22, 2022
Commission Chambers 5:30 PM**

The West Fargo City Commission met on Monday, February 22, 2022, at 5:30 pm. Those present were Commissioners Bernie Dardis, Mark Simmons, Brad Olson and Mandy George. Commissioner Eric Gjerdevig was absent. President of the Board Bernie Dardis called the meeting to order at 5:30 PM.

The Pledge of Allegiance was recited.

Commissioner Olson moved and Commissioner George seconded to approve the order of the agenda as distributed. No opposition. Motion carried.

Commissioner George moved and Commissioner Olson seconded to approve the minutes of February 7, 2022 as distributed with the date change from January 17, 2022. No opposition. Motion carried.

Commissioner Olson moved and Commissioner George seconded to approve the Building Permit Reports as distributed. No opposition. Motion carried.

Commissioner Olson moved and Commissioner George seconded to approve the following items from the Consent Agenda:

- a. Bills (Pages 7-18)
- b. Designation of Planning Commission chair as alternate member on MetroCOG Policy Board (Page 19)
- c. Commission Confirmation of Mayor's appointment of 3 reps to Arts Advisory Committee & expansion of committee from 5 to 6 members (Pages 20-28)
- d. Gaming Site Authorization for the Fargo West Rotary. Games to be conducted: Raffles on 5/20/2022 at Fargo Harley Davidson at 701 Christianson Drive West (Page 29)
- e. Games of Chance for West Fargo Exchange Club. Games to be conducted: Raffles on 4/1/2022 at Veterans Memorial Arena at 1201 7th Ave E (Page 30)
- f. Dakota Medical Foundation - Petition for Improvements (Pages 31-36)
 - Accept Petition and Authorize Engineer to begin Preliminary Engineering
- g. Improvement District No. 1337
 - Wilds 21st Addition (Pages 37-38) - Accept Resolution Declaring Petition for Improvements Received
- h. Cass County Drug Task Force MOU (Pages 39-47)

No opposition. Motion carried.

Malachi Petersen, City Planner appeared before the Commission for the Public Hearing and presentation of the Cass County Housing Authority Brighton Place and Monterey Apartments Development Project. Mitch Calkins was introduced and asked for any questions. No action was taken.



West Fargo City Commission Meeting
Monday, February 22, 2022
Commission Chambers 5:30 PM

Malachi Petersen, City Planner appeared before the Commission for approval of the First Reading & Public Hearing of Zoning Ordinance Amendment to Section 4-449 allowing for Telecommunications Towers within the P: Public Facilities District. No one was present to speak on the item. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the First Reading of Zoning Ordinance Amendment to Section 4-449 allowing for Telecommunications Towers within the P: Public Facilities District. No opposition. Motion carried.

Lisa Sankey, City Planner appeared before the Commission for approval of the Conditional Use Permit for Off-Premise Signs in a P: Public Facilities District at 535 13th Avenue West (South Elmwood Park). Following discussion, Commissioner George moved and Commissioner Olson seconded to approve the Conditional Use Permit for Off-Premise Signs in a P: Public Facilities District at 535 13th Avenue West (South Elmwood Park). No opposition. Motion carried.

Malachi Petersen, City Planner appeared before the Commission for approval of the Conditional Use Permit for a Home occupation (Firearm Sales). Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the Conditional Use Permit for a Home occupation (Firearm Sales) with staff recommendations listed. No opposition. Motion carried.

Malachi Petersen, City Planner appeared before the Commission for approval of the Enterprise Grant for Ades Cuisine LLC. Following discussion, Commissioner George moved and Commissioner Olson seconded to approve the Enterprise Grant for Ades Cuisine LLC. No opposition. Motion carried.

Aaron Nelson, Planning and Zoning Director appeared before the Commission for approval of the Resolution to Rename 57th Avenue West to 55th Avenue West. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the Resolution to Rename 57th Avenue West to 55th Avenue West. No opposition. Motion carried.

John Shockley, City Attorney appeared before the Commission for approval of the First Reading of Ordinance 1207 - Parking on Snow Emergency Routes. Members of the Downtown Business Association came forward to express their thoughts and concerns. Following discussion, Commissioner Olson moved and Commissioner George seconded to approve the First Reading of Ordinance 1207 - Parking on Snow Emergency Routes. No opposition. Motion carried.

Dustin Scott, City Engineer appeared before the Commission for approval to authorize an RFP to be published for Improvement District 2265 - 9h St NE (Main Ave to 12th Ave NE). Following discussion, Commissioner Olson moved and Commissioner George seconded to authorize an RFP to be published for Improvement District 2265 - 9h St NE (Main Ave to 12th Ave NE). No opposition. Motion carried.



West Fargo City Commission Meeting
Monday, February 22, 2022
Commission Chambers 5:30 PM

Matt Andvik, Public Works Director appeared before the Commission for approval of a Public Works Equipment Trainer. Following discussion, Commissioner George moved and Commissioner Olson seconded to approve the Public Works Equipment Trainer. Commissioner Simmons opposed. Motion carried on a 3:1 vote.

Tina Fisk, City Administrator City Administrator Report:

- A. ~~Ordinance for no Signatures for Candidates for Commissioners – John Shockley,~~
~~City Attorney~~

There were no correspondence.

There were no non-agenda items.

Commissioner Olson moved and Commissioner George seconded to adjourn the meeting. No opposition. Meeting adjourned at 6:40 PM.

Bernie Dardis, Commission President

Tina Fisk, City Administrator

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT ACTIVITY REPORT
03/07/2022**

BUILDING NEW

COMMERCIAL

RESIDENTIAL DWELLING

RESIDENTIAL TWINHOME

RESIDENTIAL TOWNHOME

RESIDENTIAL MULTIPLE

PUBLIC

CHURCH

ACCESSORY

FOUNDATION ONLY

BUILDING REMODEL

COMMERCIAL

RESIDENTIAL

PUBLIC

CHURCH

ACCESSORY

BUILDING OTHER

DEMOLITION

MOVE

PERMIT CANCELLATION

TOTALS

AS OF 2/25/2022			YEAR TO DATE		
# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
			1		\$ 906,390.00
1	1	\$ 900,000.00	4	4	\$ 2,040,000.00
			1		\$ 160,000.00
			2		\$ 268,500.00
2		\$ 444,000.00	14		\$ 2,683,095.00
3		\$ 44,797.00	20		\$ 629,421.00
			2		\$ 164,000.00
6	1	\$ 1,388,797.00	44	4	\$ 6,851,406.00

Building Department Report - Summary

NO.	CONTRACTOR	ADDRESS	OWNER	VALUATION	PERMIT FOR
220138	SafeBasements of Mn	501 7th Street West	John & Linda Willman	\$ 21,779.00	Remodel - Residential - Install push piers
220142	American Waterworks	1792 Charleswood Estates Drive	Todd & Justine Duppong	\$ 16,018.00	Remodel - Residential - Repair Foundation
220136	Plecity Properties, LLC	2325 Mcleod Drive East	PlecityKowalski Construction	\$ 900,000.00	Residential Dwelling
220155	Hammers Construction	3139 Bluestem Drive	3139 Bluestem Investments	\$ 129,000.00	Remodel - Commercial - Remodel tenant space.
220153	Great States Construction	833 24th Avenue East	Boulevard Shoppes, LLC	\$ 315,000.00	Remodel - Commercial - Fitup for Crumbl Cookies bakery
220165	Richard Adams	438 Westwynd Drive	Richard Adams	\$ 7,000.00	Remodel - Residential - Lower Level Finish

**WEST FARGO CITY COMMISSION MEETING
BUILDING DEPARTMENT MONTHLY COMPARISON REPORT
03/07/2022**

	FEBRUARY 2021			FEBRUARY 2022		
	# PERMITS	# UNITS	VALUATION	# PERMITS	# UNITS	VALUATION
<u>BUILDING NEW</u>						
COMMERCIAL	1		\$ 705,000.00	1		\$ 906,390.00
RESIDENTIAL DWELLING	7	7	\$ 1,843,900.00	5	5	\$ 2,540,000.00
RESIDENTIAL TWINHOME						
RESIDENTIAL TOWNHOME						
RESIDENTIAL MULTIPLE						
PUBLIC				1		\$ 160,000.00
CHURCH						
ACCESSORY	11		\$ 42,400.00	2		\$ 268,500.00
FOUNDATION ONLY						
<u>BUILDING REMODEL</u>						
COMMERCIAL	10		\$ 410,150.00	14		\$ 2,683,095.00
RESIDENTIAL	33		\$ 1,064,399.00	21		\$ 638,921.00
PUBLIC						
CHURCH						
ACCESSORY						
<u>BUILDING OTHER</u>						
DEMOLITION	2		\$ 20,000.00	2		\$ 164,000.00
MOVE						
PERMIT CANCELLATION	1		\$ 81,640.00			
TOTALS	63	7	\$ 4,167,489.00	46	5	\$ 7,360,906.00

03/01/22
12:09:36

CITY OF WEST FARGO, ND
Check Register
For the Accounting Period: 2/22

Page: 1 of 9
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
101605	S	289 ACME TOOLS	99.99	02/15/22			
101606	S	2423 VISA PUBLIC WORKS #1	21177.22	02/17/22		CL 101770	99.99
101607	S	4256 VISA PUBLIC WORKS #2	190.39	02/17/22		CL 102100	21177.22
101608	S	2439 VISA IT	2775.90	02/17/22		CL 102101	190.39
101609	S	2435 VISA POLICE #1	2309.09	02/17/22		CL 102039	2775.90
101610	S	3233 VISA POLICE #2	1552.51	02/17/22		CL 102044	2309.09
101611	S	3234 VISA POLICE #3	139.60	02/17/22		CL 102043	1552.51
101612	S	3244 VISA POLICE #4	73.70	02/17/22		CL 102041	139.60
101613	S	51 CASS COUNTY ELECTRIC COOP	5939.15	02/17/22		CL 102038	73.70
						CL 101995	1369.01
						CL 101996	3570.66
						CL 101997	459.19
						CL 102032	540.29
101614	S	2880 CITY OF FARGO	461772.30	02/17/22		CL 101992	276789.50
						CL 101993	20.80
						CL 101994	184962.00
101615	S	1741 LIBERTY BUSINESS SYSTEMS, INC	1032.20	02/17/22		CL 102042	1032.20
101616	S	2437 VISA ASSESSING	6.56	02/17/22		CL 102026	6.56
101617	S	3693 VISA ENGINEERING	3601.31	02/17/22		CL 102030	3601.31
101618	S	2436 VISA FINANCE	887.20	02/17/22		CL 102028	887.20
101619	S	2438 VISA PLANNING	1550.12	02/17/22		CL 102024	1550.12
101620	S	3706 VISA COMMUNICATIONS	518.42	02/17/22		CL 102045	518.42
101621	S	3149 BEE SEEN GEAR	435.00	02/08/22		CL 101867	435.00
101622	S	3149 BEE SEEN GEAR	81.00	02/18/22		CL 101868	81.00
101623	S	3162 VISA LIBRARY #2	1789.12	02/18/22		CL 102133	1789.12
101624	S	3161 VISA LIBRARY #1	1072.92	02/18/22		CL 102134	1072.92
101625	S	3212 VISA ADMINISTRATION	5633.94	02/18/22		CL 102137	5633.94

03/01/22
12:09:36

CITY OF WEST FARGO, ND
Check Register
For the Accounting Period: 2/22

Page: 2 of 9
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
101626	S	3568 VISA FIRE DEPT 2	7645.25	02/18/22		CL 102147	7645.25
101627	S	3569 VISA FIRE DEPT 1	2802.70	02/18/22		CL 102148	2802.70
101628	S	3639 3X GEAR LLC	1400.00	02/23/22		CL 102153	1400.00
101629	S	289 ACME TOOLS	1102.84	02/23/22		CL 102014	496.89
						CL 102092	594.05
						CL 102154	11.90
101630	S	3265 ACP INTERNATIONAL	879.59	02/23/22		CL 101972	879.59
101631	S	3884 ADAM SUFFIC00L	28.00	02/23/22		CL 101936	28.00
101632	S	3179 ADVANCED ENGINEERING & ENVIRONMENTAL SER	18158.00	02/23/22		CL 101966	198.00
						CL 101968	17960.00
101633	S	4273 ALIXANDRA HERMANSON	199.00	02/23/22		CL 101982	199.00
101634	S	3490 AMAZON CAPITAL SERVICES	518.36	02/23/22		CL 102023	191.76
						CL 102033	31.99
						CL 102058	255.69
						CL 102155	38.92
101635	S	865 AMERICAN ENTERPRISES, INC.	4000.00	02/23/22		CL 102083	4000.00
101636	S	3983 AMERICAN PAYMENT CENTERS	288.00	02/23/22		CL 102146	288.00
101637	S	317 AMERICAN WELDING & GAS, INC.	228.99	02/23/22		CL 102009	228.99
101638	S	4085 ANTHONY HARE	45.50	02/23/22		CL 101953	45.50
101639	S	2931 AUTO VALUE PARTS STORES	981.62	02/23/22		CL 102013	73.98
						CL 102064	775.00
						CL 102107	132.64
101640	S	1695 BAKER & TAYLOR	1736.30	02/23/22		CL 102059	1736.30
101641	S	43 BATTERIESPLUS c/o Bat 34 Inc	25.98	02/23/22		CL 102011	25.98
101642	S	3149 BEE SEEN GEAR	151.50	02/23/22		CL 102149	151.50
101643	S	26 BORDER STATES INDUSTRIES INC	29.67	02/23/22		CL 102008	29.67
101644	S	652 BRENCO CORPORATION	2406.09	02/23/22		CL 102123	2406.09
101645	S	3883 BRITTANY MALAFA	28.00	02/23/22		CL 101937	28.00

03/01/22
12:09:36

CITY OF WEST FARGO, ND
Check Register
For the Accounting Period: 2/22

Page: 3 of 9
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
101646	S	351 BUSINESS ESSENTIALS	918.25	02/23/22		CL 101931	28.36
						CL 101961	60.04
						CL 102022	331.65
						CL 102055	498.20
101647	S	39 BUTLER MACHINERY	13239.69	02/23/22		CL 101948	12460.69
						CL 102132	779.00
101648	S	51 CASS COUNTY ELECTRIC COOP	26816.23	02/23/22		CL 102156	2000.23
						CL 102182	24816.00
101649	S	61 CASS COUNTY FINANCE	5438.00	02/23/22		CL 102180	5438.00
101650	S	2909 CC STEEL LLC	224384.70	02/23/22		CL 101940	224384.70
101651	S	1512 CDW GOVERNMENT, INC	452.36	02/23/22		CL 101935	432.36
						CL 101960	20.00
101652	S	1777 CENTURY LINK	298.41	02/23/22		CL 101941	230.18
						CL 102102	68.23
101653	S	3440 CHRIS WEBB	440.20	02/23/22		CL 102087	440.20
101654	S	3216 CINTAS	140.01	02/23/22		CL 102129	140.01
101655	S	111 CITY OF FARGO	71721.14	02/23/22		CL 101969	18589.81
						CL 101984	36253.97
						CL 102089	16877.36
101656	S	999999 CITY OF WEST FARGO	73.00	02/23/22		CL 101979	73.00
101657	S	3622 CLEARVIEW AI	4000.00	02/23/22		CL 101929	4000.00
101658	S	3592 COBAN TECH / SF MOBILE VISION INC	2250.00	02/23/22		CL 102096	2250.00
101659	S	133 COLE PAPER	98.66	02/23/22		CL 102010	98.66
101660	S	229 CONSOLIDATED COMMUNICATIONS	149.49	02/23/22		CL 102157	149.49
101661	S	3245 CORE & MAIN	7027.96	02/23/22		CL 101975	3088.68
						CL 102018	3939.28
101662	S	3555 COSTCO MEMBERSHIP	180.00	02/23/22		CL 101990	180.00
101663	S	1675 DAKOTA FLUID POWER, INC	76.43	02/23/22		CL 102079	76.43
101664	S	624 DAKOTA SUPPLY GROUP	215.41	02/23/22		CL 102012	58.99
						CL 102091	156.42

03/01/22
12:09:36

CITY OF WEST FARGO, ND
Check Register
For the Accounting Period: 2/22

Page: 4 of 9
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
101665	S	856 DAVE'S WEST FARGO TIRE	298.21	02/23/22		CL 101928	193.46
						CL 102031	104.75
101666	S	3525 DELL SPRECHER	144.00	02/23/22		CL 102151	144.00
101667	S	2948 DELTA 54 AVIATION LLC	3546.60	02/23/22		CL 102034	3546.60
101668	S	77 DEMCO INC	276.28	02/23/22		CL 102056	276.28
101669	S	2225 DTN, LLC	421.70	02/23/22		CL 101963	421.70
101670	S	3707 EAGLE ENGRAVING INC	48.95	02/23/22		CL 102158	48.95
101671	S	2675 ECKERT'S GREENHOUSE	1125.25	02/23/22		CL 102016	1125.25
101672	S	3410 ENGRAPHIX	599.80	02/23/22		CL 101926	599.80
101673	S	3722 ENVIROTECH	14735.16	02/23/22		CL 102015	14735.16
101674	S	3013 EPIC EVENTS LLC	12247.37	02/23/22		CL 102139	12247.37
101675	S	999999 ERNEST GEIST	250.00	02/23/22		CL 101939	250.00
101676	S	2862 ESSENTIA HEALTH	3484.00	02/23/22		CL 102062	374.00
						CL 102159	3110.00
101677	S	140 F-M AMBULANCE SERVICE	1635.00	02/23/22		CL 102172	1635.00
101678	S	3344 FACTORY MOTOR PARTS	127.60	02/23/22		CL 102115	55.90
						CL 102122	71.70
101679	S	660 FARGO FREIGHTLINER	60.09	02/23/22		CL 102070	60.09
101680	S	136 FARGO TRAILER CENTER	10.20	02/23/22		CL 102074	10.20
101681	S	1648 FARSTAD OIL, INC	313.20	02/23/22		CL 102125	313.20
101682	S	151 FEDERAL EXPRESS	32.88	02/23/22		CL 101974	32.88
101683	S	1812 FIRESTONE	1154.88	02/23/22		CL 101921	888.42
						CL 102002	266.46
101684	S	932 FIRST LINK	7000.00	02/23/22		CL 101923	7000.00
101685	S	104 FORUM COMMUNICATIONS	48.60	02/23/22		CL 102136	48.60
101686	S	155 GALLS, LLC	2596.62	02/23/22		CL 101922	360.00
						CL 102020	2236.62

03/01/22
12:09:36

CITY OF WEST FARGO, ND
Check Register
For the Accounting Period: 2/22

Page: 5 of 9
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
101687	S	955 GATEWAY BUILDING SYSTEMS, INC	323.41	02/23/22			
101688	S	3534 GRAND FORKS FIRE EQUIPMENT LLC	4992.09	02/23/22		CL 102071	323.41
101689	S	2318 HABERDASHERY	163.00	02/23/22		CL 102160	4992.09
101690	S	177 HACH CHEMICAL	86.81	02/23/22		CL 102179	163.00
101691	S	3557 HESI	87.00	02/23/22		CL 102085	86.81
101692	S	3593 HOLIDAY COMPANIES	165.00	02/23/22		CL 102161	87.00
101693	S	1226 HP INC.	375.00	02/23/22		CL 101925	165.00
101694	S	687 INFORMATION TECHNOLOGY DEPT	1020.90	02/23/22		CL 102144	375.00
101695	S	233 J & L SPORTS	136.50	02/23/22		CL 101933	1020.90
						CL 101934	70.00
101696	S	3801 JAMES ELLEFSON	144.00	02/23/22		CL 102065	66.50
101697	S	3526 JOHN NEEB	144.00	02/23/22		CL 102094	144.00
101698	S	999999 JOHN TRNKA	63.25	02/23/22		CL 102150	144.00
101699	S	999999 KAYLA RODRIGUEZ	17.12	02/23/22		CL 102004	63.25
101700	S	3173 KIESLER'S POLICE SUPPLY, INC.	1291.05	02/23/22		CL 102178	17.12
101701	S	693 KPH, INC	50890.50	02/23/22		CL 102060	1291.05
101702	S	4124 KYLE ZINCK	695.73	02/23/22		CL 101942	50890.50
101703	S	705 LAWSON PRODUCTS	174.69	02/23/22		CL 101980	695.73
101704	S	3399 LES PORTER	511.63	02/23/22		CL 102128	174.69
101705	S	3418 LOFFLER	640.07	02/23/22		CL 102084	511.63
						CL 101956	200.00
						CL 102040	347.93
						CL 102063	92.14
101706	S	711 LUTHER FAMILY FORD	703.54	02/23/22		CL 102080	485.47
						CL 102119	218.07
101707	S	3502 M&T FIRE AND SAFETY	2845.33	02/23/22		CL 102162	2845.33
101708	S	3304 MAC'S - FARGO	134.78	02/23/22		CL 102076	108.80
						CL 102106	25.98

03/01/22
12:09:36

CITY OF WEST FARGO, ND
Check Register
For the Accounting Period: 2/22

Page: 6 of 9
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
101709	S	3536 MACQUEEN EMERGENCY	21161.94	02/23/22		CL 102141	14899.30
						CL 102163	6262.64
101710	S	999999 MARGIE JACKSON	103.96	02/23/22		CL 102003	103.96
101711	S	3384 MATHESON TRI-GAS INC	40.25	02/23/22		CL 101971	40.25
101712	S	3119 MATT RETKA	50.00	02/23/22		CL 102035	50.00
101713	S	299 MENARDS	316.05	02/23/22		CL 101991	119.99
						CL 102067	58.42
						CL 102081	20.99
						CL 102104	116.65
101714	S	323 METRO COG	16000.00	02/23/22		CL 101989	16000.00
101715	S	2766 MIDCONTINENT COMMUNICATIONS	300.00	02/23/22		CL 101930	300.00
101716	S	3462 MIDWEST CARD AND ID SOLUTIONS LLC	320.58	02/23/22		CL 102145	320.58
101717	S	1854 MIDWEST TAPE	24.89	02/23/22		CL 102057	24.89
101718	S	305 MOORE ENGINEERING INC	203933.47	02/23/22		CL 101970	203933.47
101719	S	3085 MRA-THE MANAGEMENT ASSOCIATION, INC	135.00	02/23/22		CL 102143	135.00
101720	S	298 MVTL LABORATORIES	72.75	02/23/22		CL 101973	72.75
101721	S	335 ND DEPT OF TRANSPORTATION	471773.02	02/23/22		CL 101987	465614.85
						CL 101988	6158.17
101722	S	1771 ND SECRETARY OF STATE	50.00	02/23/22		CL 102019	50.00
101723	S	571 ND WORKFORCE SAFETY & INSURANCE	180523.42	02/23/22		CL 102140	509.36
						CL 102142	180014.06
101724	S	3531 NDBOA	245.00	02/23/22		CL 102077	245.00
101725	S	364 NELSON INTERNATIONAL	570.00	02/23/22		CL 102116	570.00
101726	S	2261 NETWORK CENTER INCORPORATED	900.00	02/23/22		CL 101958	900.00
101727	S	4284 NICHOLAS WITHNELL	260.82	02/23/22		CL 102165	260.82
101728	S	141 NORTH STAR SAFETY, INC	98.66	02/23/22		CL 102167	98.66
101729	S	328 NORTHERN ENGINE & SUPPL	15.36	02/23/22		CL 102121	15.36

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CITY OF WEST FARGO, ND
Check Register
For the Accounting Period: 2/22

Page: 7 of 9
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
101730	S	3111 NORTHERN SALT INCORPORATED	23170.68	02/23/22			
101731	S	4285 NORTHERN TECHNOLOGIES, LLC	5250.00	02/23/22		CL 102090	23170.68
101732	S	1028 NORTHERN TRUCK EQUIPMENT CORP.	120.68	02/23/22		CL 102177	5250.00
101733	S	1715 NORTHWEST TIRE INC	868.77	02/23/22		CL 102108	120.68
101734	S	1774 O'REILLY AUTOMOTIVE STORES, INC	1435.79	02/23/22		CL 102117	868.77
						CL 101959	141.12
						CL 102072	646.09
						CL 102113	224.61
						CL 102114	334.55
						CL 102168	89.42
101735	S	352 OK TIRE STORE - COM CTR	416.93	02/23/22			
						CL 102068	52.50
						CL 102111	178.60
						CL 102118	185.83
101736	S	631 ONE CALL CONCEPT INC	87.50	02/23/22			
101737	S	276 OSTROMS ACE HARDWARE	383.25	02/23/22		CL 101964	87.50
						CL 101951	173.65
						CL 102007	77.83
						CL 102073	35.88
						CL 102105	44.57
						CL 102127	51.32
101738	S	563 PETRO SERVE USA	7378.24	02/23/22			
						CL 102109	6018.63
						CL 102169	1359.61
101739	S	66 PETTY CASH CITY OF WEST FARGO	305.00	02/23/22			
101740	S	360 PIONEER RIM/WHEEL	36.77	02/23/22		CL 102103	305.00
101741	S	1483 PITNEY BOWES RESERVE ACCOUNT	1000.00	02/23/22		CL 102075	36.77
101742	S	3276 PREMIUM WATERS INC	87.78	02/23/22		CL 102053	1000.00
101743	S	1166 PRODUCTIVITY PLUS ACCOUNT	1276.26	02/23/22		CL 102052	87.78
						CL 101949	713.25
						CL 102131	563.01
101744	S	2982 RDO EQUIPMENT CO	148.68	02/23/22		CL 101976	148.68
101745	S	3204 RECORD KEEPERS	24.50	02/23/22			
101746	S	4244 RED CARPET/SUPERPUMPER	90.00	02/23/22		CL 101932	24.50
101747	S	3522 RJ'S TESORO	1831.10	02/23/22		CL 102170	90.00
						CL 102176	1831.10

03/01/22
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CITY OF WEST FARGO, ND
Check Register
For the Accounting Period: 2/22

Page: 8 of 9
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
101748	S	999999 ROBERT WHITE	331.25	02/23/22			
101749	S	999999 RON BONSTALL	7.75	02/23/22		CL 102027	331.25
101750	S	3353 SAM'S CLUB MC/SYNCB	408.08	02/23/22		CL 101977	7.75
101751	S	437 SANDY'S DONUTS & COFFEE SHOP	125.70	02/23/22		CL 102006	408.08
101752	S	302 SANFORD HEALTH OCCUPATIONAL MEDICINE CLI	49.00	02/23/22		CL 102095	41.90
101753	S	639 SECRETARY OF STATE	72.00	02/23/22		CL 102171	83.80
101754	S	2885 SHORTPRINTER	1253.33	02/23/22		CL 101950	49.00
101755	S	91 SIGN SOLUTIONS USA	758.15	02/23/22		CL 102099	72.00
101756	S	4042 SIR SPEEDY	242.49	02/23/22		CL 101927	1253.33
101757	S	1790 STATE INDUSTRIAL PRODUCTS	1159.15	02/23/22		CL 102066	758.15
101758	S	2215 STEAM MASTERS	966.00	02/23/22		CL 102046	192.49
101759	S	88 STREICHER'S INC	340.00	02/23/22		CL 102061	50.00
101760	S	176 SUMMIT FIRE PROTECTION	982.24	02/23/22		CL 101965	1159.15
101761	S	733 SWANSTON EQUIPMENT CORP.	4923.97	02/23/22		CL 102054	966.00
101762	S	1225 T.R.S. INDUSTRIES, INC	277.29	02/23/22		CL 101946	340.00
101763	S	1285 TRAFFIC CONTROL CORPORATION	37578.00	02/23/22		CL 102130	982.24
101764	S	1495 TRAVIS JOHNSON	10.50	02/23/22		CL 102110	4923.97
101765	S	3524 TRAVIS OLSON	144.00	02/23/22		CL 102120	277.29
101766	S	1373 TROY FREADRICH	134.87	02/23/22		CL 102138	37578.00
101767	S	2136 ULINE INC	233.47	02/23/22		CL 102001	10.50
101768	S	784 UNITED POWER EQUIPMENT	212.64	02/23/22		CL 102152	144.00
101769	S	3833 VALLEY GREEN	70.00	02/23/22		CL 102017	134.87
						CL 101967	111.72
						CL 102086	121.75
						CL 102173	212.64
						CL 102082	70.00

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CITY OF WEST FARGO, ND
Check Register
For the Accounting Period: 2/22

Page: 9 of 9
Report ID: AP300

Claim Checks

Check #	Type	Vendor #/Name	Check Amount	Date Issued	Period Redeemed	Claim #	Claim Amount
101770	S	2478 VALLI	6133.20	02/23/22		CL 102047	5317.43
						CL 102048	815.77
101771	S	3668 VERIZON WIRELESS	10675.12	02/23/22		CL 101945	251.42
						CL 102021	10423.70
101772	S	544 WALLWORK TRUCK CENTER	211.86	02/23/22		CL 102112	211.86
101773	S	3062 WELK'S LAWN CARE LLC	1800.00	02/23/22		CL 102088	1800.00
101774	S	648 WEST FARGO AUTO BODY/GLASS	3601.00	02/23/22		CL 102135	3601.00
101775	S	2184 WEST SIDE STEEL	237.01	02/23/22		CL 101957	237.01
101776	S	4129 WESTERN NATIONAL MUTUAL INS CO	400.00	02/23/22		CL 101983	250.00
						CL 102097	50.00
						CL 102181	100.00
101777	S	569 WF ANIMAL HOSPITAL	871.22	02/23/22		CL 101924	681.50
						CL 102174	189.72
101778	S	549 WF PUB SCHOOLS DIST #6	19480.00	02/23/22		CL 102050	9740.00
						CL 102051	9740.00
101779	S	4283 WINTER EQUIPMENT	611.74	02/23/22		CL 102126	611.74
101780	S	4003 WM CORPORATE SERVICES INC	90082.82	02/23/22		CL 101955	90082.82
101781	S	338 XCEL ENERGY	50428.85	02/23/22		CL 101978	33967.37
						CL 101985	729.84
						CL 101986	8713.64
						CL 101998	401.32
						CL 101999	1201.25
						CL 102000	564.27
						CL 102175	4494.38
						CL 102183	356.78
101783	S	229 CONSOLIDATED COMMUNICATIONS	2717.47	02/25/22		CL 102200	2717.47
101784	S	2877 GREATAMERICA FINANCIAL SERVICES	353.26	02/25/22		CL 102201	353.26
Total for Claim Checks			2207665.29				
Count for Claim Checks			179				

* denotes missing check number(s)

of Checks: 179 Total: 2207665.29



Year To Date As of December 31, 2021

Prepared by: Jim Larson

Budgeted Funds		Revenue/Transfers			Expenditure/Transfers			Net			Cash
Fund	Description	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	
1000	General Fund	\$ 17,905,886	\$ 20,588,861	\$ (2,682,975)	\$ 20,154,103	\$ 20,458,694	\$ 304,591	\$ (2,248,217)	\$ 130,167	\$ (2,378,384)	\$ 23,959,643
2030	Share of Specials	204,358	202,947	1,411	206,056	202,947	(3,109)	(1,698)	-	(1,698)	(32,096)
2060	Fire Dept	3,659,414	3,098,188	561,226	4,287,732	3,099,161	(1,188,571)	(628,318)	(973)	(627,345)	(690,595)
7000	Library	1,404,189	1,392,904	11,285	1,515,776	1,533,006	17,230	(111,587)	(140,102)	28,515	234,130
7050	Airport	185,761	176,472	9,289	103,677	176,150	72,473	82,084	322	81,762	638,644
Total Government		\$ 23,359,607	\$ 25,459,372	\$ (2,099,765)	\$ 26,267,344	\$ 25,469,958	\$ (797,386)	\$ (2,907,737)	\$ (10,586)	\$ (2,897,151)	\$ 24,109,726
2000	Sales Tax	\$ 14,370,592	\$ 8,418,000	\$ 5,952,592	\$ 14,323,226	\$ 8,400,000	\$ (5,923,226)	\$ 47,366	\$ 18,000	\$ 29,366	\$ 2,682,974
2970	Capital Improvements	10,909,656	6,495,000	4,414,656	2,215,113	6,435,000	4,219,887	8,694,543	60,000	8,634,543	24,392,022
2971	Prairie Dog Funds	-	-	-	1,000,000	-	(1,000,000)	(1,000,000)	-	(1,000,000)	1,500,000
2960	Economic Development	3,673,520	2,122,500	1,551,020	2,551,036	1,830,264	(720,772)	1,122,484	292,236	830,248	7,612,301
2130	Municipal Highway	1,621,125	1,385,142	235,983	1,685,142	1,685,142	-	(64,017)	(300,000)	235,983	140,597
2110	Gaming	18,398	12,000	6,398	-	-	-	18,398	12,000	6,398	91,250
2XXX	Tourism & Events	22,978	64,175	(41,197)	61,962	52,500	(9,462)	(38,984)	11,675	(50,659)	7,327
2200	Vector Control	202,414	100,000	102,414	64,231	100,000	35,769	138,184	-	138,184	108,149
2210	Forestry	418,000	300,500	117,500	255,999	284,086	28,087	162,001	16,414	145,587	(252,820)
2230	City Utility	146,623	133,000	13,623	174,391	133,000	(41,391)	(27,768)	-	(27,768)	249,436
25XX	Police Special Funds	201,126	5,200	195,926	430,239	5,000	(425,239)	(229,113)	200	(229,313)	320,471
2950	Assets Forfeitures	50,501	30,000	20,501	11,937	30,000	18,063	38,564	-	38,564	108,021
2980	South Facility Hookup	-	60,650	(60,650)	-	50,000	50,000	-	10,650	(10,650)	3,374,691
Total Special Funds		\$ 31,634,932	\$ 19,126,167	\$ 12,508,765	\$ 22,773,276	\$ 19,004,992	\$ (3,768,284)	\$ 8,861,656	\$ 121,175	\$ 8,740,481	\$ 40,334,419
3000	Total Debt Service	\$ 43,972,013	\$ 30,034,105	\$ 13,937,908	\$ 48,699,116	\$ 25,718,116	\$ (22,981,000)	\$ (4,727,103)	\$ 4,315,989	\$ (9,043,092)	\$ 56,701,686
6010	Sanitation	\$ 4,975,517	\$ 4,702,500	\$ 273,016.71	\$ 4,998,305	\$ 4,964,610	\$ (33,695)	\$ (22,788)	\$ (262,110)	\$ 239,322	\$ 3,177,780
6020	Water	9,377,692	8,315,000	1,062,692	8,427,910	7,518,555	(909,355)	949,782	796,445	153,337	7,698,884
6025	Sewer	4,650,020	4,510,000	140,020	4,410,863	4,629,903	219,040	239,157	(119,903)	359,060	1,537,722
6050	Sewage Surcharge	8,755	-	8,755	-	-	-	8,755	-	8,755	338,413
Total Enterprise		19,011,984	-	1,484,484	17,837,078	17,113,068	(724,010)	1,174,906	414,432	760,474	\$ 12,752,798
5000	Tree Fund	75,183	84,000	(8,817)	48,585	35,000	(13,585)	26,598	49,000	(22,402)	525,420
2050	Park Funds/State Aid	\$ 956,944	\$ 680,999	275,945	956,944	680,999	(275,945)	-	-	-	-
8600	Park District Special Assessment	\$ 451,435	\$ 371,100	80,335	446,617	371,100	(75,517)	4,818	-	4,818	7,545
2141	FM CVB	293,058	147,000	146,058	280,743	147,000	(133,743)	12,314	-	12,314	4
Total Agency		\$ 1,776,620	\$ 1,283,099	\$ 493,521	\$ 1,732,890	\$ 1,234,099	\$ (498,791)	\$ 43,730	\$ 49,000	\$ (5,270)	\$ 532,969
Total All Budgeted Funds		\$ 119,755,156	\$ 75,902,743	\$ 26,324,913	\$ 117,309,704	\$ 88,540,233	\$ (28,769,471)	\$ 2,445,452	\$ 4,890,010	\$ (2,444,558)	\$ 134,431,598



Year To Date As of December 31, 2021

Prepared by: Jim Larson

Non-Budgeted Funds	Revenue/Transfers			Expenditure/Transfers			Net			Cash Balances
	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	Actual	Annual Budget	Variance	
4000 Construction	\$ 7,549,178	\$ -	\$ 7,549,178	\$ 24,103,819	\$ -	\$ (24,103,819)	\$ (16,554,640)	\$ -	\$ (16,554,640)	\$ (37,042,104)
2170 Clerk of Court Bond Fund	-	-	-	-	-	-	-	-	-	25,027
2600 Future Building	-	-	-	-	-	-	-	-	-	(32,028)
2XXX Misc. Special Funds	3,222,649	-	3,222,649	729,805	-	(729,805)	2,492,844	-	2,492,844	7,302,621
7XXX Agency Funds	76,652	-	76,652	72,891	-	(72,891)	3,760	-	3,760	394,281
Total Non-Budgeted Funds	\$ 10,848,479	\$ -	\$ 10,848,479	\$ 24,906,515	\$ -	\$ (24,906,515)	\$ (14,058,035)	\$ -	\$ (14,058,035)	\$ (29,352,201)
All Funds Combined	\$ 130,603,635	\$ 75,902,743	\$ 37,173,392	\$ 142,216,218	\$ 88,540,233	\$ (53,675,985)	\$ (11,612,583)	\$ 4,890,010	\$ (16,502,593)	\$ 105,079,396

City of West Fargo

Notes to the December 31, 2021 Financial Report

GENERAL FUND

REVENUES

Tax Revenues

- > Tax collections met budget

Franchise fees

- > Cable TV fees were short of budget but Electric and Gas surpassed budget and covered the shortfall in the Cable TV Franchise fee

State Aid

- > Exceeded budget by \$91,000.

Fines & Forfeits

- > Under budget by \$184,000. This is caused by the jail being closed down due to COVID, staffing challenges in law enforcement (not just West Fargo).

Interest on Investments

- > Continued to lag to budget. Rates have not recovered in 2021. Current discussion for interest rates is for the increase in interest rates to begin in towards the end of 2nd quarter 2022. This is positive for any debt the City places but provides challenging return on cash balances.

Transfers

- > There are several annual transfers that will occur as we complete year end from capital projects.

EXPENSES

- > Overall the general fund expenses are on or below budget.

FIRE DEPARTMENT

Expenses were over budget for staffing due to additional services provided for

- > COVID needs. The expense for the new pumper truck was expensed in 2021. This will be covered by an interfund loan.

UTILITIES

- > Revenues were ahead of budget. This increase was caused by the summer draught causing higher lawn irrigation in 2021.
- > Expenses are higher mostly in the purchased water and sewer from Fargo with the higher summer utilization.

CITY OF WEST FARGO - AIRBORNE VECTOR CONTROL, LLC.
MOSQUITO SPRAYING AGREEMENT
2022

This Mosquito Spraying Agreement ("Agreement") is made between Airborne Vector Control, LLC., a Minnesota Limited Liability Company, of Halstad, MN ("Contractor"), and the City of West Fargo, North Dakota, a municipal corporation ("City"), who agree as follows:

RECITAL

The Contractor and the City hereby agree that Contractor will be retained by City for the purpose of aerial spraying of pesticides over West Fargo, North Dakota. In order to be retained by City, City requires the following from Contractor and its Pilot in Command:

- Minimum of 2,000 hours flight experience;
- Minimum of 50 hours night flight time with a twin-engine aircraft;
- Minimum of 200 hours flight time with a twin-engine aircraft;
- Minimum of 50 hours flight time for the make, model, and series that will be used to complete the spray mission for the City;
- Minimum of 100 hours flight time applying pesticides to a city;
- Minimum of 20 hours flight time applying pesticides to a city at night;
- Minimum of 100 takeoffs/landings at altitude typical of project area with loads similar to an average load;
- Minimum of 2 years' experience in aerial mosquito control;
- Twin engine aircraft with a spray system meeting all specifications in FAR137 and authorized by the FAA and which is based within one hundred (100) miles of the City;
- Spray system nozzles shall be equal to the rotary atomizer-Micronair, 30 micron droplet spectrum;
- Swath Guidance GPS equipment with downloading capabilities. Upon request from the City, Contractor must provide printed reports within 24 hours of application.
- Reloading equipment capable of thirty (30) minute turns; and,
- Licensed and permitted to conduct business as an aerial applicator in North Dakota by April 1, 2018.

Contractor declares it has sufficient personnel and equipment to satisfy the requirements of the above paragraph to effectively spray all areas of the City with chemical pesticides approved for residential spraying. Contractor has provided to the City a written emergency response action plan identifying action steps in the event of an accident or a chemical release/dump, which plan is in form and substance satisfactory to the City.

SECTION I.

City hereby engages Contractor as an independent contractor, and not as an employee, to conduct aerial spraying of pesticides of approximately 10,750 acres over the City when directed to do so by Cass County Vector Control (CCVC), and Contractor hereby accepts and agrees to such engagement. City acknowledges and agrees that CCVC will be responsible for the direction of Contractor's work under the terms of this Agreement.

SECTION II.

The term of this Agreement shall commence May 1, 2022 subject to Section III of Agreement and shall terminate November 1, 2022(the "Term"), subject, however, to prior termination as hereinafter provided.

SECTION III.

City shall pay Contractor, and Contractor shall accept from City, in full payment of Contractor's services hereunder, compensation at a rate as follows:

- \$16,125.00 Retainer Fee paid on or before March 23 of 2022.
- The quoted rate per acre (see Appendix A) is based on the use of the chemical Permethrin 30 + 30 applied at .007 lbs. per acre and mixed with mineral oil for a finished rate of 1 oz. per acre.
- If the City determines that a different application rate of Permethrin or a chemical other than Permethrin should be used, then the rate per acre shall be renegotiated and both the City and Contractor agree to negotiate in good faith.
- City shall pay Contractor a \$500.00 Ferry Fee for each application and assessed to every release of the aircraft by the City.

The Retainer Fee will be subtracted from the billing cycles until 100% of the Retainer Fee has been assessed against Contractor by the City, therefore reducing the cost of the initial billings by \$16,125.00. If at the end of each spray season there remains any unused Retainer Fee, then the unused Retainer Fee shall be retained by and become the sole property of Contractor. Any unused Retainer Fee will not apply to future spray seasons.

SECTION IV.

Contractor shall provide all chemicals and shall be responsible for any and all licenses, permits, fees, and all other items required of aerial applicators of pesticides. The chemical usage rates will be determined by CCVC and shall be subject to Section III of this Agreement.

SECTION V.

All chemicals used by Contractor must be a chemical which has been previously approved by the Environmental Protection Agency, the North Dakota State Department of Health and the West Fargo Public Health Department prior to application. Further, all chemicals must be applied according to the manufacturers' label, terms and specifications.

SECTION VI.

Contractor shall comply with all applicable statutes, ordinances, rules, regulations, and orders of all public agencies and authorities relating to the aerial application of pesticides over residential areas.

SECTION VII.

No waiver or modification of this Agreement or of any covenant, condition or limitation herein contained shall be valid unless in writing and duly executed by the party to be charged therewith and no evidence of any proceeding, arbitration, or litigation between the parties hereto arising out of or affecting this Agreement, or the rights or obligations of the parties hereunder, unless such waiver or modification is in writing, duly executed as aforesaid and the parties further agree that the provisions of this section may not be waived as herein set forth.

SECTION VIII.

Contractor will secure public liability insurance in the minimum amounts as follows:

- Non-Chemical:
 - \$5,000,000 Public Liability (bodily injury and property damage) combined single limit.
- Chemical:
 - \$500,000 each person bodily;
 - \$500,000 each occurrence bodily; and,
 - \$500,000 each occurrence property.
- Chemical coverage includes "all labeled products for mosquito control"
- Chemical coverage includes "cities and towns and residential areas"
- Coverage includes the City as a fully insured additional insured

Contractor shall pay the premium on such insurance policy, and the City shall be designated as a "named insured" on such policy. Contractor shall maintain such policy in force for all months in which it performs services for the City under the provisions of this Agreement.

SECTION IX.

Contractor agrees to indemnify the City from any and all liability, loss or damage the City may suffer as a result of claims, demands, costs, or judgments arising from or arising against it from Contractor's negligence in services performed by the Contractor relative to this Agreement.

SECTION X.

Contractor agrees that, upon receiving written authorization from CCVC, aerial application of pesticides over the City shall be completed within a reasonable time from notification by CCVC, not to exceed seventy-two (72) hours, unless such performance is prevented by an act of God (such as high winds, rain or cold temperature) or unforeseen circumstances beyond the control of the Contractor pertaining to the aerial application of the City or aerial application of other clients of Contractor.

However, the City reserves the right to cancel or withdraw said notice in writing delivered by CCVC to Contractor prior to the scheduled application. No aerial spraying shall occur without prior written notification to Contractor by and with the approval of CCVC.

SECTION XI.

Contractor agrees that performance under this Agreement shall be completed in a satisfactory and workman-like manner, subject to prior review and approval by the City, and/or state, and/or federal agencies.

SECTION XII.

Contractor shall remain in contact with CCVC for purposes of exchanging information and receiving directives related to the performance of this Agreement. Such contacts should be made and initiated by the Contractor with the designated representatives of CCVC at the time and place agreed upon by the parties hereto.

SECTION XIII.

With respect to termination of this Agreement:

- In the event of any violation by Contractor of any of the terms of this Agreement, and after failure by Contractor to remedy such violation within fifteen (15) days after written notice of such violation by City, City thereon may terminate this Agreement with written notice to Contractor and with pay for services rendered only to the time of such termination.
- In the event Contractor is not paid by the City in full within thirty (30) days after the delivery of an invoice by Contractor to the City, then Contractor may terminate this Agreement without notice and shall not be further obligated to the City for further aerial spraying.
- If the City and Contractor cannot agree on a renegotiated rate based on the change of the chemical used for spraying, as discussed under Section III of this Agreement, then Contractor may terminate this agreement with thirty (30) days written notice and shall not be further obligated to the City for further aerial spraying.
- In the event that the City terminates this Agreement prior to the end of the Term and there is no unremedied violation by Contractor, then City shall be obligated to pay the

remaining unpaid Retainer Fees through the end of the existing Term of this Agreement payable as a lump sum within thirty (30) days of termination. In the event that the Contractor terminates this Agreement prior to the end of the Term, then City shall not be obligated to pay remaining unpaid Retainer Fees.

SECTION XIV.

Prior to the spraying season, CCVC and City will provide an updated map detailing the spray boundaries with the corresponding updates regarding acreage changes.

CCVC and City shall also assist in the application process for approval with the North Dakota Department of Health. City shall supply an FAA authorization application signed by the Mayor. City shall be responsible for providing this information before April 15th of each year of the contract period. There shall be a \$100 processing fee after that date.

CCVC shall be responsible for making public announcements via radio, television and newspaper at least 48 hours in advance of each spray application. Contractor and CCVC shall edit the announcements in cooperation.

CCVC makes the "go, no go decision" for the release of aircraft. The ultimate decision to spray shall be that of Contractor and shall depend upon the weather conditions at the time of arrival. Should the weather conditions become unfavorable for spraying while the aircraft is en route or while spraying, then Contractor shall coordinate with CCVC the decision to postpone the application. The Ferry Fee shall be applied to City for the release of the aircraft. CCVC shall then be responsible for rescheduling the application and to make further public announcements. Contractor is not responsible for changes in weather or unforeseen mechanical difficulties that may hinder the application.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties have executed this Agreement at West Fargo, North Dakota, on the ____ day of _____, 2022.

AIRBORNE VECTOR CONTROL, LLC.

By _____
Robert Aslesen, Manger

CITY OF WEST FARGO

By _____
Bernie Dardis, Mayor of West Fargo

ATTESTING:

By _____
Director of Finance

APPENDIX A

PRICING STRUCTURE

(1) Price per Acre

Combined Acres Per Application	Unit Price *
Fee based on spraying over 15,000 acres	\$2.05 per acre
Fee based on 5,001 – 15,000 acres	\$2.40 per acre
Fee based on 0 – 5,000 acres	\$2.80 per acre
Retainer Fee ⁺	<i>See Schedule Below</i>

** Unit Price includes Permethrin mosquitocide at .007 pounds ai per acre.*

(2) Ferry Fee per Application

Ferry Fee of \$500 per jurisdiction per application.

(3) Retainer Fee per Jurisdiction per Season

Jurisdiction	Retainer Fee ⁺
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City of West Fargo, ND	\$16,125
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⁺ *The retainer fee will be applied as a credit to the beginning of the billing cycle each spray season until 100% of the retainer has been assessed, therefore reducing the cost of the initial billings by the amount of the retainer fee per season. If at the end of the season there remains any unused retainer fee, then the unused retainer fee shall be retained by and become the sole property of Airborne Vector Control.*



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

LICENSING SECTION

SFN 9338 (09-2021)

FEB 25 2022

Applying for (check one)	
☒ Local Permit	☐ Restricted Event Permit*
Games to be Conducted ☐ Raffle by a Political or Legislative District Party	
☒ Bingo ☐ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One* ☐ Paddlewheels*	

Poker, Twenty-One, and Paddlewheels may be conducted **Only** with a Restricted Event Permit. Only one permit allowed per year.

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS.

Name of Organization or Group of People permit is issued to Pink It Forward	Dates of Activity 3/22/2022	If raffle, provide drawing date	
Organization or Group Contact Person Kayla Tanhoff	Title or Position Vice President	Telephone Number 701-367-4466	
Business Address 5511 Falconer Drive	City Bismarck	State ND	ZIP Code 58504
Mailing Address (if different) 3502 Hidden Way	City West Fargo	State ND	ZIP Code 58078
Site Name (where gaming will be conducted) DoubleTree by Hilton West Fargo			
Site Address 825 E Beaton Dr	City West Fargo	ZIP Code 58078	County Cass

Description and Retail Value of Prizes to be Awarded

Game Type	Description of Prize	Retail Value of Prize
Bingo	March - Designer Handbag (see attached details)	\$1,868.48
Add Row	Delete Row	
Total (limit \$40,000 per year)		

Intended Uses of Gaming Proceeds
Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240)
☐ Yes ☒ No
Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1-June 30? (If yes, the organization or group does not qualify for a local permit or restricted event permit)
☐ Yes ☒ No
Has the organization or group received a local permit from any city or county for the fiscal year July 1-June 30? (If yes, indicate the total retail value of all prizes previously awarded)
☐ No ☒ Yes - Total Retail Value: 18717.21 (This amount is part of the total prize limit of \$40,000 per 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 used for political purposes.)
☐ Yes ☒ No

Organization or Group Contact Person

Name Kayla Tanhoff	Title Vice President	Telephone Number 701-367-4466	E-mail Address fargoinfo@pinkitforward.org
Signature of Organization or Group's Top Official <i>Kayla Tanhoff</i>		Title Vice President	Date 2/21/22

CK # 2420
\$10.00
22

Tuesday, March 22, 2022

Game Type	Description of Prize	Retail Value of Prize
Bingo	Designer Handbag	\$109.00
Bingo	Designer Handbag	\$328.00
Bingo	Designer Handbag	\$148.15
Bingo	Designer Handbag	\$428.00
Bingo	Designer Handbag	\$189.00
Bingo	Designer Handbag	\$127.74
Bingo	Designer Handbag	\$110.59
Bingo	Designer Handbag	\$428.00
		\$1,868.48 total



Amended

GAMING SITE AUTHORIZATION
OFFICE OF ATTORNEY GENERAL
SFN 17996 (02/2018)

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

Full, Legal Name of Gaming Organization **Prairie Public Broadcasting, Inc**

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

Name of Location Three Lyons LLC			
Street 675 13th Ave E	City West Fargo	ZIP Code 58078	County Cass
Beginning Date(s) Authorized 3/15/22	Ending Date(s) Authorized 6/30/22	Number of twenty-one tables if zero, enter "0": 1	
Specific location where games of chance will be conducted <u>and</u> played at the site (required) Entire facility, excluding restrooms			
If conducting Raffle or Poker activity provide date(s) or month(s) of event(s) if known			

RESTRICTIONS (City/County Use Only)

Days of week of gaming operations (if restricted)	Hours of gaming (if restricted)
---	---------------------------------

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

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

APPROVALS

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

INSTRUCTIONS:

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

RETURN ALL DOCUMENTS TO:

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



RENTAL AGREEMENT
OFFICE OF ATTORNEY GENERAL
LICENSING SECTION
SFN 9413 (Rev. 08-2019)

License Number (Office Use Only)

Site Owner (Lessor) Three Lyons Llc		Site Name 3 Lyon's		Site Phone Number (701) 277-5966	
Site Address 675 13th Ave E		City West Fargo	State ND	Zip Code 58078	County Cass
Organization (Lessee) Prairie Public Broadcasting, Inc		Rental Period 3/15/2022 to 6/30/2027			Monthly Rent Amount
1. Is Bingo going to be conducted at this site? 1a. If "Yes" to number 1 above, is Bingo the primary game conducted? If "Yes," enter the monthly rent amount to be paid. Then answer questions 2 - 7 but do not enter any rent amounts.					☐ No ☒ Yes ☒ No ☐ Yes \$
2. Is Twenty-One conducted at this site? Number of Tables with wagers up to \$5 _____ X Rent per Table \$ _____ Number of Tables with wagers over \$5 <u>1</u> X Rent per Table \$ <u>0.00</u>					☐ No ☒ Yes \$ \$ 0.00
3. Is Paddlewheels conducted at this site? Number of Tables _____ X Rent per Table \$ _____					☒ No ☐ Yes \$
4. Is Pull Tabs involving either a jar bar, standard, or electronic dispensing device conducted at this site? Please check: ☒ Jar Bar ☒ Standard Dispensing Device					☐ No ☒ Yes \$ 325.00
☒ Electronic Dispensing Device Number of Electronic Devices <u>10</u>					\$ 750.00
Total Monthly Rent					\$ 1,225.00

5. If the only gaming activity to be conducted at this site is a raffle drawing, please check here. ☐

TERMS OF RENTAL AGREEMENT:

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

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

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

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

If the LESSEE provides the Lessor with a temporary loan of funds for redeeming pull tabs or prize boards, or both, involving a dispensing device, the Lessor agrees to repay the entire loan immediately when the lessee discontinues using the device at the site.

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

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

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

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

Signature of Lessor 	Title OWNER/GM	Date 02/18/22
Signature of Lessee 	Title President of CFC	Date 2/23/22

Current



GAMING SITE AUTHORIZATION

OFFICE OF ATTORNEY GENERAL
SFN 17996 (02/2018)

APR 27 2021

JUN 10 2021

G-0579(710)B

Site License Number *MA*
(Attorney General Use Only)

Full, Legal Name of Gaming Organization **Prairie Public Broadcasting, Inc**

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

Name of Location Three Lyon's LLC			
Street 675 13th Ave E	City West Fargo	ZIP Code 58078	County Cass
Beginning Date(s) Authorized 7/1/21	Ending Date(s) Authorized 6/30/22	Number of twenty-one tables if zero, enter "0": 0	
Specific location where games of chance will be conducted <u>and</u> played at the site (required) entire facility, excluding the restrooms			
If conducting Raffle or Poker activity provide date(s) or month(s) of event(s) if known			

RESTRICTIONS (City/County Use Only)

Days of week of gaming operations (if restricted)	Hours of gaming (if restricted)
---	---------------------------------

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

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

APPROVALS

Attorney General <i>[Signature]</i>	Date JUL 01 2021
Signature of City/County Official <i>[Signature]</i>	Date 5-3-21
PRINT Name and official position of person signing on behalf of city/county above Jim Larson, Deputy Auditor	

INSTRUCTIONS:

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

RETURN ALL DOCUMENTS TO:

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

RECEIVED
ATTY. GENERAL'S LICENSING DEPT.

JUN 04 2021

Check _____
Draft _____
Cash _____

AK# 118770
100.00
4-27-21



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
LICENSING SECTION
 SFN 9338 (09-2021)

MAR - 1 2022

Applying for (check one)	
☒ Local Permit	☐ Restricted Event Permit*
Games to be Conducted	
☐ Raffle by a Political or Legislative District Party	
☐ Bingo	☒ Raffle
☐ Raffle Board	☐ Calendar Raffle
☐ Sports Pool	☐ Poker*
☐ Twenty-One*	☐ Paddlewheels*

Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit allowed per year.

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS.

Name of Organization or Group of People permit is issued to	Dates of Activity	If raffle, provide drawing date	
The Tail Gunner	3-19-22 to 8-6-22	08-06-2022	
Organization or Group Contact Person	Title or Position	Telephone Number	
Myron Vanden Bergh		701 936 5475	
Business Address	City	State	ZIP Code
Mailing Address (if different)	City	State	ZIP Code
2835 7th St W #214	West Fargo	ND	58078
Site Name (where gaming will be conducted)			
U.F.W.			
Site Address	City	ZIP Code	County
444 Sheyenne St Suite 101	West Fargo	58078	Cass

Description and Retail Value of Prizes to be Awarded

Game Type	Description of Prize	Retail Value of Prize
Raffle	Wooden motorcycle Rocking horse	\$3000 ⁻
Add Row	Delete Row	9500 ⁻
Raffle	wooden cooler	
Raffle	\$50 wheels 6-ft car	
Total (limit \$40,000 per year)		\$3550 ⁻
		50 ⁻

Intended Uses of Gaming Proceeds
All profits donated to Fargo Memorial Honor Guard Building Fund
Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240)
☐ Yes ☒ No
Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1-June 30? (If yes, the organization or group does not qualify for a local permit or restricted event permit)
☐ Yes ☒ No
Has the organization or group received a local permit from any city or county for the fiscal year July 1-June 30? (If yes, indicate the total retail value of all prizes previously awarded)
☒ No ☐ Yes - Total Retail Value: (This amount is part of the total prize limit of \$40,000 per 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 used for political purposes.)
☐ Yes ☒ No

Organization or Group Contact Person

Name	Title	Telephone Number	E-mail Address
Myron Vanden Bergh	Builder	701 936 5475	MAVAND@msn.com
Signature of Organization or Group's Top Official	Title	Date	
	Builder	3-1-2022	

Cash 10.00
 Ad 3-1-22

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Malachi Petersen
2. PHONE NUMBER: 515-5370 DATE: February 28, 2022
3. AGENDA TITLE:
Second Reading & Final Approval - Zoning Ordinance Amendment to Section 4-
449 allowing for Telecommunications Towers within the P: Public Facilities
District.
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
Staff proposes amendment to Chapter 4 ordinances regarding Wireless
Communications to add P: Public Facilities to the list of zoning districts that
telecommunications towers are allowed subject to review and approval as
conditional uses. At their February 8th meeting the Planning & Zoning
Commission recommended approval of the amendment. At their February 21st
meeting the City Commission approved the first reading of the amendment.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
N/A.
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Hold Second Reading and Final Approval on the Zoning Ordinance Amendment.

STAFF REPORT

A21-43 ZONING ORDINANCE AMENDMENTS	
Zoning Ordinance Amendment 4-449.3 Wireless Telecommunications	
Applicant: City of West Fargo	Staff Contact: Malachi Petersen
Planning and Zoning Commission Public Hearing:	02/08/2022
City Commission Public Hearing & 1st Reading:	02/22/2022
2 nd Reading:	03/07/2022

PURPOSE:

Amendment to Chapter 4 ordinances regarding Wireless Communications to add P: Public Facilities to the list of zoning districts that telecommunications towers are allowed subject to review and approval as conditional uses.

DISCUSSION AND OBSERVATIONS:

- The Wireless Telecommunications ordinance was originally adopted by the City of West Fargo in 1997.
- Telecommunications towers were originally allowed on government, school, and utility sites subject to review and approval as conditional uses when those uses were listed as residentially zoned property.
- In 2000, the P: Public Facilities zoning district was created. Many school, government, and utility sites were rezoned as P: Public Facilities.
- Due to an oversight, the P: Public Facilities district was never added to the list of acceptable zoning districts for the location of wireless communications towers subject to review and approval as a conditional use.
- The proposed amendment adds P: Public Facilities to the list of acceptable zoning districts that telecommunications towers are allowed subject to review and approval as a conditional use.

NOTICES:

Sent to: Notice in the newspaper and to City Departments

Comments Received:

- None

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

- The proposed amendment does not make major substantive changes to the existing ordinances and is consistent with the Comprehensive Plan.

RECOMMENDATIONS:

Staff is recommending approval of the proposed amendment.

STAFF REPORT

PLANNING AND ZONING COMMISSION RECOMMENDATION:

At their February 8th meeting the West Fargo Planning and Zoning Commission recommended approval of the proposed zoning ordinance amendment.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

At their February 22nd meeting the West Fargo City Commission held a public hearing and first reading for the proposed zoning ordinance amendment.

4-449. WIRELESS TELECOMMUNICATIONS.

1. Purpose. In order to accommodate the communication needs of residents and businesses while protecting the public health, safety, and general welfare of the community, these regulations are necessary to facilitate provision of wireless telecommunications services to the residents and businesses of the City, minimize adverse visual effects of towers through careful design and siting standards, avoid potential damage to adjacent properties from structural failure through structural standards and setback requirements, and maximize the use of existing and approved structures and buildings to accommodate new wireless telecommunication antennas in order to reduce the number of towers needed to serve the community.

2. Definition.

a. ANTENNA. Any structure or device used for the purpose of collecting or transmitting electromagnetic waves, including but not limited to directional antennas, such as panels, microwave dishes, and satellite dishes, and omni-directional antennas, such as whip antennas.

b. COMMERCIAL WIRELESS TELECOMMUNICATION SERVICES. Licensed commercial wireless telecommunication services including cellular, personal communication services (PCS), specialized mobilized radio (SMR), enhanced specialized mobilized radio (ESMR), paging, and similar services that are marketed to the general public.

c. TOWER. Any ground or roof-mounted pole, spire, structure, or combination thereof taller than 15 feet, including supporting lines, cables, wires, braces, and masts, intended primarily for the purpose of mounting an antenna, meteorological device, or similar apparatus above grade.

3. Towers in Residential and Other Zoning Districts.

a. Towers supporting amateur radio antennas and conforming to all applicable provisions of this ordinance are allowed only in the rear yard of residentially zoned property.

b. Towers supporting commercial antennas and conforming to all applicable provisions of this ordinance are allowed only upon the following residential zoned property:

(1) Tower sites, subject to review and approval by the City Commission.

(2) Church sites, when camouflaged as steeples, bell towers, or other architecturally compatible structures; subject to review and approval as conditional uses.

(3) Park sites, when compatible with the nature or the park and subject to review and approval as conditional uses.

(4) Government, school, and utility sites, subject to review and approval as conditional uses.

c. Towers supporting commercial antennas and conforming to all applicable provisions of this ordinance are allowed within the Public Facilities, Agricultural, Light Commercial, and Heavy Commercial/Light Industrial Districts, subject to review and approval as conditional uses.

d. Towers supporting commercial antennas and conforming to all applicable provisions of this ordinance are allowed within the Heavy Industrial District as a permitted use, provided the property does not abut an Agricultural, Light Commercial, or any Residential District. Otherwise, these towers would be considered conditional uses.

4. Co-Location Requirement. All commercial wireless telecommunication towers erected, constructed, or located within the City must comply with the following requirements:

a. A proposal for a new commercial wireless telecommunications tower must not be approved unless the applicant proves that the telecommunications equipment planned for the proposed tower cannot be accommodated on an existing or approved tower or building within a reasonable search radius of the proposed tower due to one or more of the following reasons:

(1) The planned equipment would exceed the structural capacity of the existing or approved tower or building, as

documented by a qualified professional engineer, and the existing or approved tower cannot be reinforced or modified to accommodate planned or equivalent equipment at a reasonable cost.

(2) The planned equipment would cause interference materially impacting the usability of other existing or planned equipment at the tower or building as documented by a qualified professional engineer and the interference cannot be prevented as a reasonable cost.

(3) Existing or approved towers and building within the search radius cannot accommodate the planned equipment at a height necessary to function reasonably as documented by a qualified professional engineer.

(4) Other unforeseen reasons that make it infeasible to locate the planned telecommunications equipment upon an existing or approved tower or building.

b. Any proposed commercial telecommunications tower must be designed, structurally, electrically, and in all respects, to accommodate both the applicant's antennas and comparable antennas for at least one additional user.

5. Tower Construction Requirements. All towers erected or constructed must be designed by a registered engineer.

6. Tower and Antenna Design Requirements. Proposed or modified towers and antennas must meet the following design requirements:

a. Towers and antennas must be designed to blend into the surrounding environment through the use of color, except in instances where the color is dictated by federal or state authorities such as the Federal Aviation Administration.

b. Commercial wireless telecommunication towers must be a monopole design unless the City Commission determines that an alternative design would better blend into the surrounding environment or the applicant provides evidence to the City that an alternative design is necessary to successfully engage in commercial telecommunication services.

7. Tower Setbacks. Towers must conform with each of the following minimum setback requirements:

- a. Towers must meet the setbacks of the underlying zoning district and may not encroach upon any easement.
- b. Towers must be set back from the public right-of-way a minimum distance equal to one half of the height of the tower including all antennas and attachments.
- c. Towers may not be located between a principal structure and a public street within a front or side yard, with the following exceptions:

- (1) In Industrial Zoning Districts, towers may be placed within a side yard abutting a public street, provided that the street is not along the perimeter of the district.

- (2) On sites adjacent to public streets on all sides, towers may be placed within a side yard abutting a local street.

- d. A tower's setback may be reduced or its location in relation to a public street adjusted, at the sole discretion of the City Commission, to allow the integration of a tower into an existing or proposed structure such as a church steeple, light standard, power line support device, or similar structure or if the applicant provides evidence that a setback reduction is necessary to successfully engage in commercial telecommunication services.

8. Tower Height. All proposed towers must meet the following height limitations:

- a. The height of towers will be determined by measuring the vertical distance from the tower's center point of contact with the ground or rooftop to the highest point of the tower, including all antennas or other attachments. When towers are mounted upon other structures, the combined height of the structure and the tower must meet the height restrictions.

- b. Towers must conform to the following height restrictions:

- (1) In all residential zoning districts, the maximum height of any tower, including antennas and other attachments, will be the maximum height restriction for primary structures within that zoning district, unless otherwise provided for in Section 4-449.3(b).

(2) In all non-residential zoning districts, the maximum height of any tower, including all antennas and other attachments, must not exceed one foot for each two feet the tower is set back from a residential zoning district or a maximum height of 150 feet, whichever is less, unless the applicant provides evidence to the City that the proposed tower height is technically necessary to successfully engage in commercial telecommunication services.

(3) All towers must meet these maximum height restrictions of this section, unless located upon public buildings and utility structures, church sanctuaries, steeples and bell towers.

9. Tower Lighting. Towers must not be illuminated by artificial means and not display strobe lights unless such lighting is specifically required by the Federal Aviation Administration or other federal or state authority for a particular tower. When incorporated into the approved design of the tower, light fixtures used to illuminate ball fields, parking lots, or similar areas may be attached to the tower.

10. Signs and Advertising. The use of any portion of a tower for signs other than warning or equipment information signs is prohibited.

11. Screening. All towers and structures accessory to the tower must be screened in accordance with Section 4-449.A of this ordinance.

Source: Ord. 1049, Sec. 30 (2015)

12. Abandoned or Unused Towers or Portions of Towers. All abandoned or unused towers and associated facilities must be removed within 12 months of the cessation of operations at the site unless a time extension is approved by the City Commission. In the event that a tower is not removed within 12 months of the cessation of operations at a site, the tower and associated facilities may be removed by the City and the costs of removal assessed against the property.

13. Antennas Mounted on Roofs, Walls, and Existing Towers. The placement of commercial wireless telecommunication antennas on roofs, walls, and existing towers may be approved by resolution of the City Commission without a public hearing, provided the antennas meet the requirements of this ordinance. Requests under

this section must be accompanied by a final site plan and building plan and a report prepared by a qualified professional engineer indicating the existing structure or tower's suitability to accept the antenna, and the proposed method for affixing the antenna to the structure. Complete details of all fixtures and couplings, and the precise point of attachment must be indicated. Completed information shall be provided to the City, which will then be placed on the City Commission agenda. Applicants will be informed of incomplete applications within thirty (30) days. The City Commission may require additional information when considering an application.

Private wireless telecommunications antennas, such as satellite dishes and other similar antennas, are permitted accessory uses in all residential districts to a maximum height of 15 feet and may not be located in a required front or side yard setback; except for private wireless telecommunications antennas less than 30 inches in diameter which may be located within a required front or side yard setback if mounted upon a residential structure.

Source: Ord, 916, Sec. 47 (2012)

14. Interference with Public Safety Telecommunications. No new or existing telecommunications service may interfere with public safety telecommunications. Before the introduction of new service or changes in frequencies or maximum signal output, telecommunication providers must notify the City at least ten (10) calendar days in advance of such changes and allow the City to monitor interference levels during the testing process.

15. Towers and Antennas Upon Public Right-of-Way and Public Property. With the exception of the necessary electric and telephone service and connection lines approved by the City, no part of any antenna or tower nor any lines, cable, equipment, or wires or braces in connection with either may at any time extend across or over any part of the public right-of-way, public street, highway, sidewalk, or property line without a lease approved by the City of West Fargo in accordance with the City's "Policy Statement Regarding Wireless Telecommunication Antennas and Towers."

16. Additional Submittal Requirements.

a. In addition to the information required elsewhere in this ordinance, development applications for towers must include the following supplemental information:

- (1) Descriptions of the tower height and design, including a cross-section and elevation.
- (2) Documentation of the height above grade for all potential mounting positions for co-located antennas and the minimum separation distances between antennas.
- (3) Descriptions of the tower's capacity, including the number and type of antennas that can be accommodated.
- (4) Documentation regarding what steps the applicant will take to avoid interference with established public safety telecommunications.
- (5) Other information necessary to evaluate the request.

b. For all commercial wireless telecommunication service towers, a letter of intent committing the tower owner and his or her successor to allow the shared use of the tower if an additional user agrees in writing to meet reasonable terms and conditions for shared use.

c. Before the issuance of a conditional use permit, the following supplemental information must be submitted:

- (1) Proof that the proposed tower complies with regulations administered by Federal Aviation Administration; and
- (2) A report from a qualified professional engineer with demonstrates the tower's compliance with the aforementioned structural and electrical standards.

Source: Ord. 530, Sec. 7 (1997).

ORDINANCE NO. 1208

AN ORDINANCE TO AMEND AND REENACT SECTION 4-449.3 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO WIRELESS TELECOMMUNICATION TOWERS IN THE PUBLIC FACILITIES DISTRICT.

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

SECTION 1. Section 4-449.3 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

4-449. WIRELESS TELECOMMUNICATIONS.

* * *

3. Towers in Residential and Other Zoning Districts.

- a. Towers supporting amateur radio antennas and conforming to all applicable provisions of this ordinance are allowed only in the rear yard of residentially zoned property.
- b. Towers supporting commercial antennas and conforming to all applicable provisions of this ordinance are allowed only upon the following residential zoned property:
 - (1) Tower sites, subject to review and approval by the City Commission.
 - (2) Church sites, when camouflaged as steeples, bell towers, or other architecturally compatible structures; subject to review and approval as conditional uses.
 - (3) Park sites, when compatible with the nature or the park and subject to review and approval as conditional uses.
 - (4) Government, school, and utility sites, subject to review and approval as conditional uses.
- c. Towers supporting commercial antennas and conforming to all applicable provisions of this ordinance are allowed within the Public Facilities.

Agricultural, Light Commercial,, and Heavy Commercial/Light Industrial Districts, subject to review and approval as conditional uses.

- d. Towers supporting commercial antennas and conforming to all applicable provisions of this ordinance are allowed within the Heavy Industrial District as a permitted use, provided the property does not abut an Agricultural, Light Commercial, or any Residential District. Otherwise, these towers would be considered conditional uses.

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:

AGENDA ITEM DESCRIPTION
CITY COMMISSION
WEST FARGO, NORTH DAKOTA

1. CONTACT PERSON: Malachi Petersen
2. PHONE NUMBER: 515-5370 DATE: February 28, 2022
3. AGENDA TITLE:
Final Approval – Conditional Use Permit allowing a wireless telecommunications tower within a P: Public Facilities Zoning District.
4. PLEASE **BRIEFLY** DESCRIBE YOUR REQUEST:
Applicant is proposing to build a telecommunications tower at Sheyenne High School. The tower will also serve as a flood light for the high school's football field. Applicant intends to build a concession stand for the school that will also have a room attached for the storage of telecommunications equipment for the tower. At their February 8th meeting the Planning & Zoning Commission recommended approval of the CUP.
5. SITE ADDRESS OR LEGAL DESCRIPTION (if applicable):
800 40th Ave E (Lot 1, Block 1 of Furnberg 2nd Addition)
6. ACTION BEING REQUESTED FROM CITY COMMISSION:
Approve the CUP with staff recommendations as included in the staff report.

STAFF REPORT

A22-6		CONDITIONAL USE PERMIT	
800 40 th Avenue East			
Lot 1, Block 1 of Furnberg 2 nd Addition			
Applicant: Powder River LLC		Staff Contact: Malachi Petersen	
Owner: West Fargo Public Schools			
Planning & Zoning Commission Public Hearing:		02-08-2022	
City Commission:		03-07-2022	

PURPOSE:

Developing a wireless telecommunications tower within a P: Public Facilities Zoning District

STATEMENTS OF FACT:

Land Use Classification:	G-2: Sub-Urban - Growth Sector
Existing Land Use:	School Facility (Football Field)
Current Zoning District(s):	P: Public Facilities
Zoning Overlay District(s):	CO: Corridor Overlay District
Total area size:	± 68 Acres
Adjacent Zoning Districts:	North – R-3: Multiple Family Dwellings and R-1: One and Two Family Dwellings South & East – City of Fargo West - R-1SM: Mixed One & Two Family and R-1A: Single Family Dwellings
Adjacent street(s):	Veteran's Blvd (Arterial); 40 th Ave W (Arterial) and 7 th St E (local); 36 th Ave E (Collector)
Adjacent Bike/Pedestrian Facilities:	Shadow Wood Park within ½ mile accessible by multi-use path
Available Parks/Trail Facilities:	Adjacent sidewalks and multi-use paths along 36 th Avenue East, 40 th Avenue East & Veteran's Blvd

DISCUSSION AND OBSERVATIONS:

- The applicant is requesting to build a new, telecommunications tower located on property leased from the West Fargo School District.
- Site plans show the proposed tower be located on a light pole at the high school football field. An equipment shelter will also be constructed at the base of the tower which will also be partially used for a school concession stand.
- A text amendment to the telecommunications regulations is currently being considered to allow towers within the P: Public Facilities zoning district with a conditional use permit.
- The applicant has provided a site plan which shows the proposed tower being placed on lease space of 25' x 60 feet in the middle of the property, on the west side of the football field.
- Telecommunications towers in non-residential districts are limited to 150' in height unless otherwise approved by the Planning and Zoning Commission and City Commission. The applicant

STAFF REPORT

has indicated that the structure is proposed to be placed on a new light pole, which will be 100' in height with a 10' lightening rod.

- Stealth screening will be put on place, to screen the tower's equipment from neighboring properties.
- The applicant has signed an affidavit agreeing to meet reasonable terms and conditions for shared use/colocation with other carriers.
- The applicant has submitted documentation required by the Federal Aviation Administration and the Federal Communications Commission showing the proposed structure would not affect flight operations of the West Fargo Municipal Airport.
- The proposed tower will be within the Corridor Overlay District in place along Veteran's Blvd.
- A conditional use permit agreement is required to be signed prior to issuance of a building 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.
 - The property has adequate access and the improvements will not affect the current access.
2. Off-street parking and loading areas where required, with particular attention to the items in (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 particular 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.
 - All towers and structures accessory to the tower must be screened in accordance with Section 4-449.A of City Ordinances. Discretion is encouraged by the City Commission. A screen will be placed to screen the view of the tower's equipment from adjacent properties and roadway. The tower itself is also functioning as stadium lighting.
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.
 - No concerns noted.
7. Required yards and other open space.
 - The proposed tower would have a setback of more than 400ft feet from Veterans Blvd. Telecommunications towers are only required to be set back from the public right-of-way a minimum distance equal to one half of the height of the tower including all antennas and attachments which this proposed project will meet.
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 property in the district.
 - No concerns noted.

STAFF REPORT

NOTICES:

Sent to: Property owners within 350'.

Comments Received:

- Received one phone call from a neighbor who had a question about location of the tower as well as concerns about potential health effects of 5G cell towers.

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

- West Fargo 2.0 does not prohibit or encourage the construction of telecommunications towers within West Fargo. The area where the tower will be constructed is in centrally located within a developed school complex.

RECOMMENDATIONS:

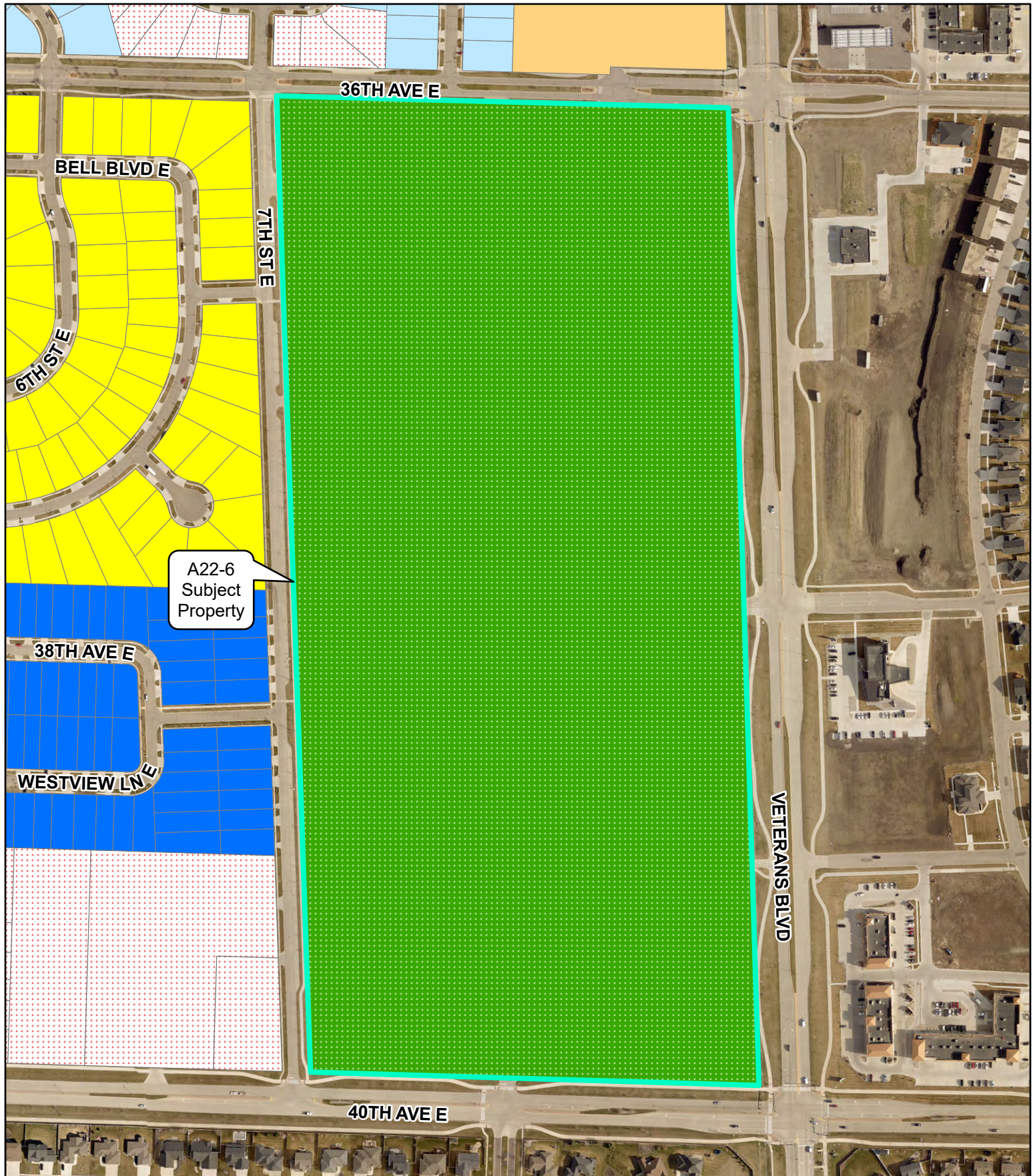
It is recommended that the City approve the proposed application on the basis that it is consistent with City plans and ordinances with recommended conditions of approval as follows:

1. A Signed Conditional Use Permit Agreement is received.
2. Passage of CUP is contingent on approval of text amendment to P: Public Facilities zoning district.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

- At their February 8, 2022 meeting the West Fargo Planning and Zoning Commission voted to recommend approval of the agenda item to the City Commission.





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



SITE PHOTO



PROJECT INFORMATION

SITE ADDRESS:

COUNTY

SITE NAME:

SITE NUMBER

FA NUMBER:

PACE NUMBER:

PTN NUMBER:

USID NUMBER:

LATITUDE (NAD 83):

LONGITUDE (NAD 83):

GROUND ELEVATION:

ZONING JURISDICTION:

TOWER OWNER:

GROUND OWNER:

LANDLORD CONTACT:

POWER COMPANY:

TELEPHONE COMPANY:

OCCUPANCY GROUP:

CONSTRUCTION TYPE:

AT&T PROJECT MANAGERS:

B&V SITE ACQUISITION MANAGER:

B&V CONSTRUCTION MANAGER:

B&V LEAD ENGINEER:

800 40TH AVENUE EAST
WEST FARGO, ND 58078

CASS

SHEYENNE HIGH SCHOOL

NDL02898

11674618

MRUMW019999

3519A0AM1M

243987

46° 49' 24.475" N
46.823465

96° 53' 04.906" W
-96.884696

909.6' AMSL

WEST FARGO

AT&T

WEST FARGO SCHOOL DISTRICT

MARK LEMER
(701) 499-1004
LEMER@WEST-FARGO.K12.ND.US

CASS COUNTY ELECTRIC COOPERATIVE

MIDCONTINENT COMMUNICATIONS

U

I-B

PETER MCNEREY
(952) 258-9629
PM753T@ATT.COM

JACQUELYN LUKENS
(913) 458-6785
LUKENSJ@BV.COM

JEREMY KINDER
(636) 536-5877
KINDERJ@OVERLANDCONTRACTING.COM

TYLER DAVISON
(913) 458-9654
DAVISONTM@BV.COM

AT&T
MOBILITY

PROJECT: NSB

AT&T SITE ID: NDL02898

AT&T FA#: 11674618

PACE#: MRUMW019999

PTN#: 3519A0AM1M

SHEYENNE HIGH SCHOOL
WEST FARGO, ND 58078

AREA MAP

VICINITY MAP

LOCAL MAP

DRIVING DIRECTIONS

DIRECTIONS FROM AT&T OFFICE: GO STRAIGHT (SOUTH SOUTHWEST) ON SOUTHTOWN DRIVE, TURN RIGHT (WEST SOUTHWEST) ONTO W80TH STREET, TURN RIGHT (NORTH) ONTO CR 17, KEEP RIGHT (NORTH NORTHWEST) ONTO I-494 RAMP, TAKE EXIT 27, GO STRAIGHT (NORTH) ONTO I-94 W RAMP, GO STRAIGHT (NORTHWEST) ONTO I-94 W RAMP, TAKE EXIT 348, GO STRAIGHT (WEST NORTHWEST) ONTO 45TH STREET SW RAMP, TURN LEFT (SOUTH) ONTO 45TH STREET SW, TURN RIGHT (WEST) ONTO 32ND AVENUE S, TURN LEFT (SOUTH) ONTO 57TH STREET S, TURN RIGHT (WEST) ONTO 36TH AVENUE E, SITE IS ON THE RIGHT.

ENGINEERING

2015 INTERNATIONAL BUILDING CODE
2014 NATIONAL ELECTRIC CODE
TIA/EIA-222-G OR LATEST EDITION

DRAWING INDEX

SHEET NO:

SHEET TITLE

COVER

TITLE SHEET

C-1

OVERALL SITE PLAN

C-2

COMPOUND PLAN

C-2.1

COMPOUND PLAN

C-3

SHELTER PLAN

C-4

SHELTER DETAILS

C-4.1

SHELTER ROOF DETAILS

C-5

SHELTER FOUNDATION

C-5.1

SHELTER FOUNDATION

C-6

SITE DETAILS

C-7

SITE DETAILS

C-8

CHAINLINK FENCE DETAILS

C-9

SIGNAGE DETAILS

C-10

SPECIAL INSPECTIONS

C-11

CONCRETE WORK NOTES

C-12

CIVIL SECTION NOTES

T-1

TOWER ELEVATION

T-2

ANTENNA MOUNTING AND COAX ROUTING

T-3

RRH REQUIREMENTS AND ANTENNA MOUNTING

T-4

TOWER EQUIPMENT DETAILS

T-5

CABLE COLOR CODING

T-6

TOWER SECTION NOTES

E-1

OVERALL ELECTRICAL PLAN

E-2

ELECTRICAL SHELTER PLAN

E-3

ELECTRICAL DETAILS

E-4

ELECTRICAL DETAILS

E-5

GROUNDING SITE PLAN

E-6

GROUNDING SHELTER PLAN

E-7

GROUNDING DETAILS

E-8

GROUNDING DETAILS

E-9

GROUNDING DETAILS

E-10

GROUNDING DETAILS

E-11

GROUNDING DETAILS

E-12

ELECTRICAL SECTION NOTES

N-1

LEGEND AND ABBREVIATIONS

N-2

GENERAL NOTES

11"x17" PLOT WILL BE HALF SCALE UNLESS OTHERWISE NOTED

TO OBTAIN LOCATION OF PARTICIPANTS UNDERGROUND FACILITIES
BEFORE YOU DIG IN NORTH DAKOTA, CALL STATE ONE CALL

TOLL FREE: 1-800-795-0555 OR 811
www.ndonecall.com

NORTH DAKOTA STATE STATUTE REQUIRES MIN OF 48 HOURS NOTICE BEFORE YOU EXCAVATE

-THESE PLANS ADHERE TO ALL OF THE REQUIREMENTS CALLED OUT IN THE JURISDICTION
PLANNING AND ZONING FOR ANTENNAS AND SUPPORT STRUCTURES WHERE SITE IS LOCATED.
-SUBCONTRACTOR SHALL VERIFY ALL PLANS AND EXISTING CONDITIONS ON SITE. IMMEDIATELY
NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO PERFORMING ANY WORK OR BE RESPONSIBLE
FOR THE SAME

AT&T
MOBILITY

7900 XERXES AVE S
3RD FLOOR
BLOOMINGTON MN 55431

BLACK & VEATCH

BLACK & VEATCH CORPORATION
7760 FRANCE AVENUE SOUTH
SUITE 1200
BLOOMINGTON, MN 55435

PROJECT NO:

129041.4116

DRAWN BY:

VPB

CHECKED BY:

JAT

3

01/13/22

SAC COMMENTS

2

01/07/22

SAC COMMENTS

1

10/16/20

SAC COMMENTS

0

09/09/20

ISSUED FOR CONSTRUCTION

REV

DATE

DESCRIPTION

IT IS A VIOLATION OF LAW FOR ANY PERSON,
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OF A LICENSED PROFESSIONAL ENGINEER,
TO ALTER THIS DOCUMENT.

SHEYENNE HIGH SCHOOL
NDL02898
800 40TH AVENUE EAST
WEST FARGO, ND 58078
NSB

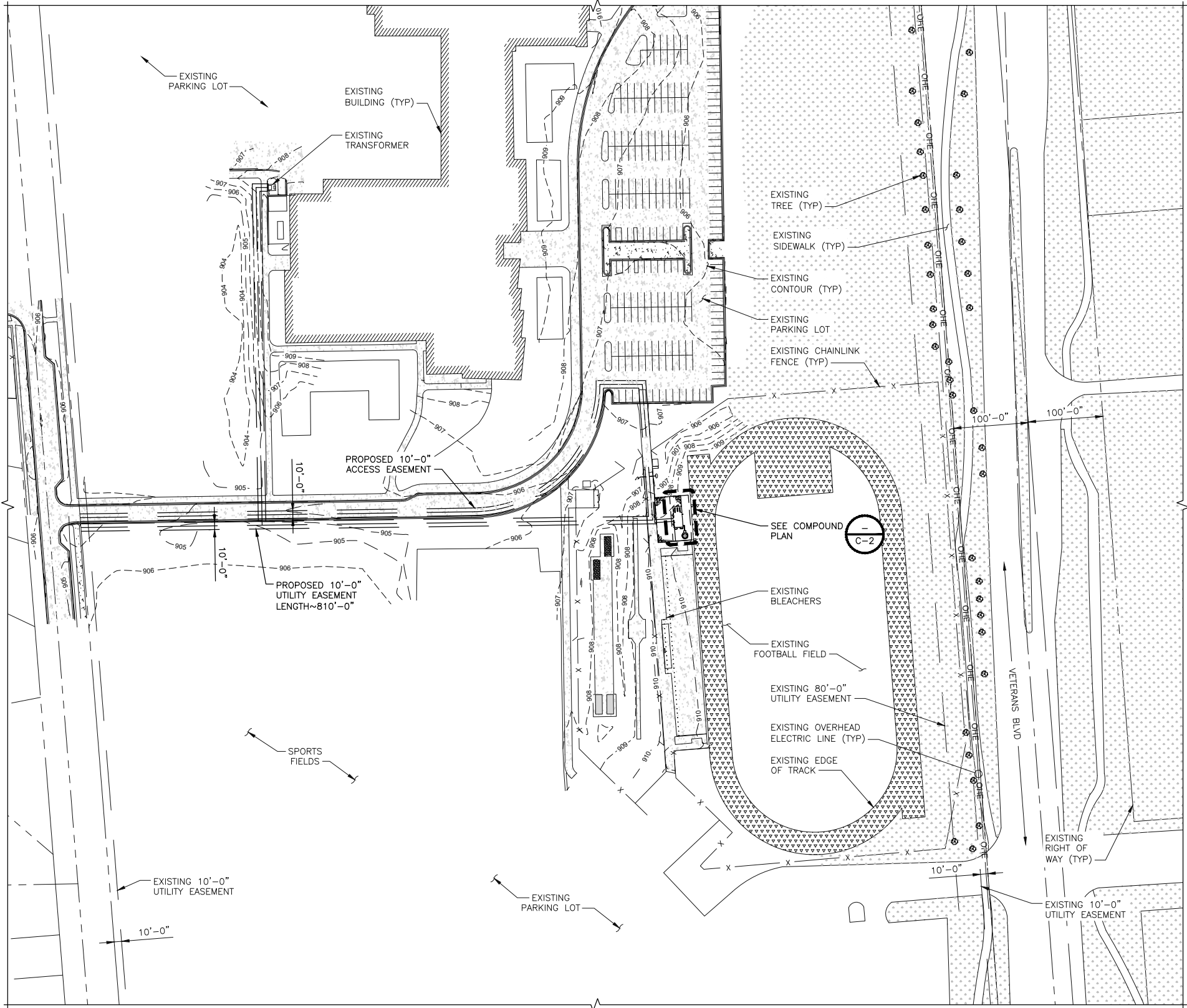
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TITLE SHEET

SHEET NUMBER

COVER

Page 52 of 76



THIS DRAWING IS
NOT A SITE SURVEY

THE PURPOSE OF THIS DRAWING IS
TO SHOW HOW THE DEVELOPED SITE
RELATES TO THE PARENT PARCEL
AND ADJACENT PROPERTIES.

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0	09/09/20	ISSUED FOR CONSTRUCTION

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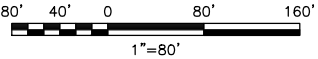
SHEET TITLE

OVERALL SITE PLAN

SHEET NUMBER

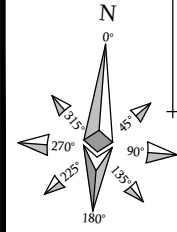
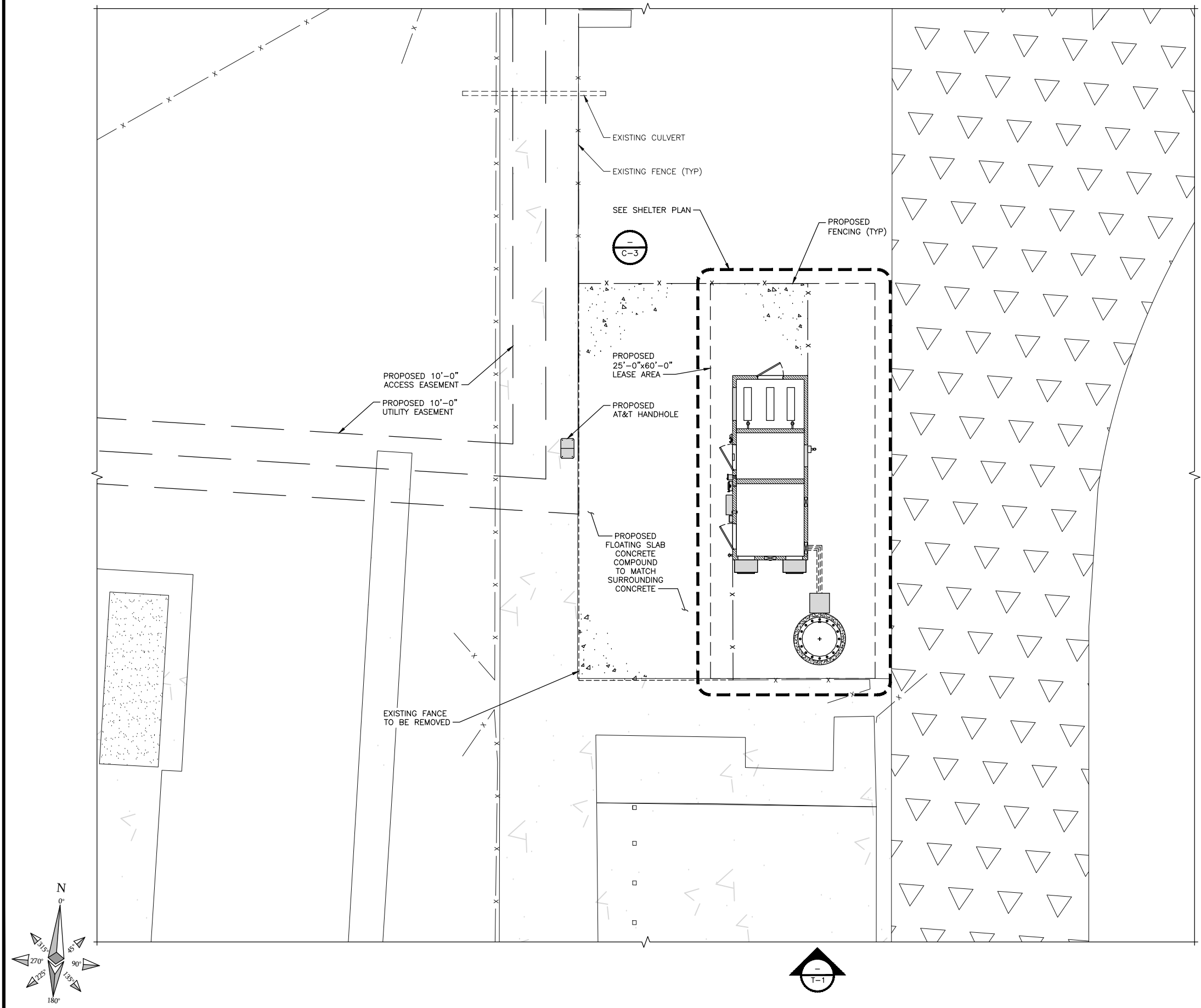
C-1

OVERALL SITE PLAN

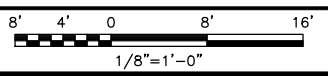


1

NOTES



COMPOUND PLAN



THIS IS NOT AN ALL INCLUSIVE LIST. CONTRACTOR SHALL UTILIZE SPECIFIED EQUIPMENT PART OR ENGINEER APPROVED EQUIVALENT. CONTRACTOR SHALL VERIFY ALL NEEDED EQUIPMENT TO PROVIDE A FUNCTIONAL SITE.

THE PROJECT GENERALLY CONSISTS OF THE FOLLOWING:

PROPOSED-SITE:
INSTALL (1) 11'-5"x28'-0" FIBERBOND EQUIPMENT SHELTER
INSTALL (1) 3' X 3' X 3' DOGHOUSE

PROPOSED-TOWER:
INSTALL (1) VALMONT F4P-12-H10 (OR ENGINEER APPROVED EQUAL)
INSTALL (8) KMW EPBQ-654L8H8-L2 ANTENNAS
INSTALL (4) AIRSCALE B12/14/29 RRH UNITS
INSTALL (4) AIRSCALE B25/66 RRH UNITS
INSTALL (4) AIRSCALE B5 RRH UNITS
INSTALL (4) AIRSCALE B30 RRH UNITS
INSTALL (2) RAYCAP DC9-48-60-24-8C-EV SURGE UNITS
INSTALL (6) DC POWER TRUNK CABLES
INSTALL (2) 24-PAIR FIBER TRUNK CABLES

PROPOSED-SHELTER:
INSTALL (1) ALPHA POWER BAY
INSTALL (1) MARATHON BATTERY STACK
INSTALL (2) FIF RACKS
INSTALL (1) FSM4 BBU (BY OTHERS)
INSTALL (1) DC-12-48-60-RM SURGE UNIT
INSTALL (1) KOHLER 20KW GENERATOR

AT&T TO VERIFY
REQUIRED SHELTER
EQUIPMENT.

PROJECT DESCRIPTION

1. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS.
2. CONTRACTOR SHALL MAINTAIN A 10'-0" MINIMUM SEPARATION BETWEEN THE PROPOSED LTE GPS ANTENNA AND TRANSMITTING ANTENNAS.
3. PROPERTY LINES ARE APPROXIMATIONS ONLY.
4. ANTENNAS & MOUNTS OMITTED FOR CLARITY.
5. FOR FIBER TRUNK REF AT&T LTE GUIDE LINES REV. 1.9 PAGE 13 TABLE 2.1.2.
6. FOR DC POWER CABLE TRUNK REF AT&T LTE GUIDE LINES REV 1.9 PAGE 14 TABLE 2.1.3
7. PROPOSED FENCING TO TIE INTO MIDWAY POSTS IN EXISTING 4'-0" FENCE. CONTRACTOR TO REMOVE TIE IN POST AND REPLACE WITH A 6' CORNER POST FOR NEW FENCE ENCLOSURE.

NOTES

WOOD FENCE	
CHAINLINK FENCE	
LEASE AREA	
PROPOSED ICE BRIDGE	
EXISTING ICE BRIDGE	

LEGEND

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3RD FLOOR
BLOOMINGTON MN 55431



BLACK & VEATCH

BLACK & VEATCH CORPORATION
7760 FRANCE AVENUE SOUTH
SUITE 1200
BLOOMINGTON, MN 55435

PROJECT NO:	129041.4116
DRAWN BY:	VPB
CHECKED BY:	JAT

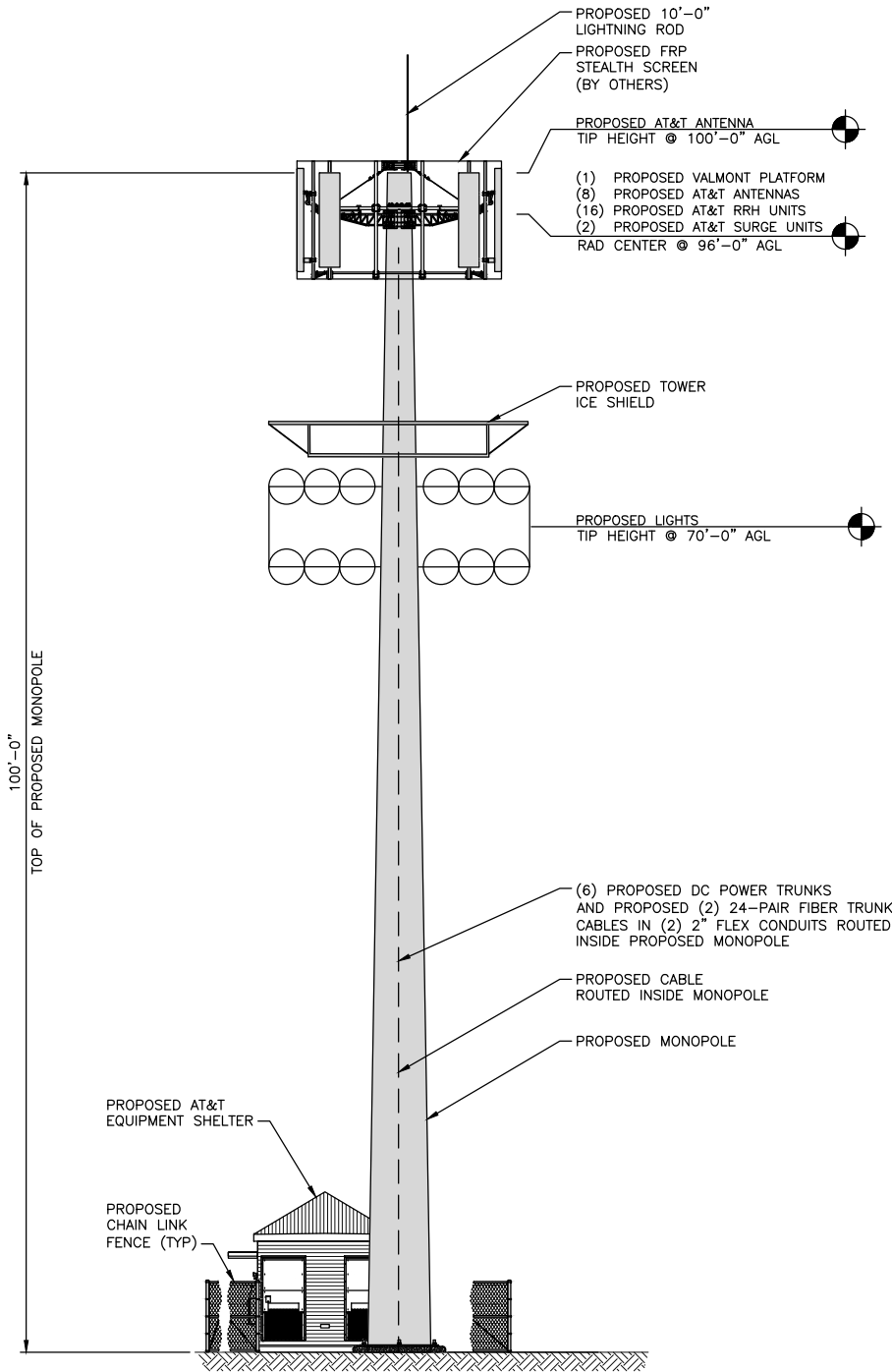
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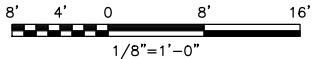
SHEYENNE HIGH SCHOOL
NDL02898
800 40TH AVENUE EAST
WEST FARGO, ND 58078
NSB

SHEET TITLE
COMPOUND PLAN

SHEET NUMBER
C-2



PROPOSED TOWER SOUTH ELEVATION



1

STRUCTURAL NOTE

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THE PROJECT GENERALLY CONSISTS OF THE FOLLOWING:

PROPOSED-SITE:
INSTALL (1) 11'-5"x28'-0" FIBERBOND EQUIPMENT SHELTER
INSTALL (1) 3' X 3' X 3' DOGHOUSE

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INSTALL (2) FIF RACKS
INSTALL (1) FSM4 BBU (BY OTHERS)
INSTALL (1) DC-12-48-60-RM SURGE UNIT
INSTALL (1) KOHLER 20KW GENERATOR

AT&T TO VERIFY
REQUIRED SHELTER
EQUIPMENT.

PROJECT DESCRIPTION

- FENCE NOT ENTIRELY SHOWN FOR CLARITY.
- WHEN STACKING CABLES 3 OR MORE DEEP, USE STACKABLE SNAP-INS, TALLEY PART NUMBER SSH-158-3 (OR ENGINEER APPROVED EQUAL)

NOTES

THE PROPOSED ANTENNA MOUNTS ARE CURRENTLY BEING ANALYZED BY BLACK & VEATCH TO DETERMINE THEIR STRUCTURAL CAPACITY TO SUPPORT THE PROPOSED NEW LOADING. THESE DRAWINGS HAVE BEEN CREATED BASED ON THE ASSUMPTION THAT THE ANTENNA MOUNT ANALYSIS WILL SHOW THAT THE ANTENNA MOUNTS HAVE SUFFICIENT CAPACITY TO SUPPORT THE PROPOSED LOADING. INSTALLATION OF THE PROPOSED LOADING SHALL NOT COMMENCE UNTIL AN APPROVED ANTENNA MOUNTS ANALYSIS HAS BEEN RECEIVED BY THE OWNER OR AT&T AND HAS BEEN REVIEWED BY BLACK & VEATCH.

MOUNT ANALYSIS NOTE

THE EXISTING TOWER IS CURRENTLY BEING ANALYZED BY OTHERS TO DETERMINE ITS STRUCTURAL CAPACITY TO CARRY THE PROPOSED LOADS. THESE DRAWINGS HAVE BEEN CREATED BASED ON THE ASSUMPTION THAT THE STRUCTURAL ANALYSIS WILL SHOW THAT THE TOWER HAS SUFFICIENT CAPACITY TO SUPPORT THE PROPOSED NEW LOADS. INSTALLATION OF THE PROPOSED EQUIPMENT SHALL NOT COMMENCE UNTIL AN APPROVED STRUCTURAL ANALYSIS HAS BEEN RECEIVED BY THE OWNER OR AT&T AND HAS BEEN REVIEWED BY BLACK & VEATCH. CONTRACTOR SHALL REFERENCE THE TOWER STRUCTURAL ANALYSIS/DESIGN DRAWINGS FOR DIRECTIONS ON CABLE DISTRIBUTION/ROUTING.

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7900 XERXES AVE S
3RD FLOOR
BLOOMINGTON MN 55431



BLACK & VEATCH

BLACK & VEATCH CORPORATION
7760 FRANCE AVENUE SOUTH
SUITE 1200
BLOOMINGTON, MN 55435

PROJECT NO:	129041.4116
DRAWN BY:	VPB
CHECKED BY:	JAT

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SHEYENNE HIGH SCHOOL
NDL02898
800 40TH AVENUE EAST
WEST FARGO, ND 58078
NSB

SHEET TITLE
TOWER ELEVATION

SHEET NUMBER
T-1



January 10, 2022

To Whom it May Concern,

West Fargo Public Schools is supportive of moving forward with applications needed to ensure regulatory compliance for the construction of a telecommunications tower at West Fargo Sheyenne High School.

District administrators have been in negotiations with private sector partners to lease the structure, as allowed under North Dakota Century Code.

Any inquiries can be directed to Levi Bachmeier at lbachmeier@west-fargo.k12.nd.us or 701.499.1077.

Respectfully,

Levi Bachmeier
Business Manager



Mail Processing Center
Federal Aviation Administration
Southwest Regional Office
Obstruction Evaluation Group
10101 Hillwood Parkway
Fort Worth, TX 76177

Aeronautical Study No.
2020-AGL-14343-OE

Issued Date: 07/15/2020

Donna-Marie Stipo
Tillman Infrastructure, LLC
152 West 57th Street
8th Floor
New York, NY 10019

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure:	Monopole West Fargo ND - TI-16424
Location:	West Fargo, ND
Latitude:	46-49-24.47N NAD 83
Longitude:	96-53-04.90W
Heights:	910 feet site elevation (SE) 199 feet above ground level (AGL) 1109 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

It is required that FAA Form 7460-2, Notice of Actual Construction or Alteration, be e-filed any time the project is abandoned or:

- ☐ At least 10 days prior to start of construction (7460-2, Part 1)
☒ Within 5 days after the construction reaches its greatest height (7460-2, Part 2)

Based on this evaluation, marking and lighting are not necessary for aviation safety. However, if marking/lighting are accomplished on a voluntary basis, we recommend it be installed in accordance with FAA Advisory circular 70/7460-1 L Change 2.

This determination expires on 01/15/2022 unless:

- the construction is started (not necessarily completed) and FAA Form 7460-2, Notice of Actual Construction or Alteration, is received by this office.
- extended, revised, or terminated by the issuing office.
- the construction is subject to the licensing authority of the Federal Communications Commission (FCC) and an application for a construction permit has been filed, as required by the FCC, within 6 months of the date of this determination. In such case, the determination expires on the date prescribed by the FCC for completion of construction, or the date the FCC denies the application.

NOTE: REQUEST FOR EXTENSION OF THE EFFECTIVE PERIOD OF THIS DETERMINATION MUST BE E-FILED AT LEAST 15 DAYS PRIOR TO THE EXPIRATION DATE. AFTER RE-EVALUATION OF CURRENT OPERATIONS IN THE AREA OF THE STRUCTURE TO DETERMINE THAT NO SIGNIFICANT AERONAUTICAL CHANGES HAVE OCCURRED, YOUR DETERMINATION MAY BE ELIGIBLE FOR ONE EXTENSION OF THE EFFECTIVE PERIOD.

This determination is based, in part, on the foregoing description which includes specific coordinates, heights, frequency(ies) and power. Any changes in coordinates, heights, and frequencies or use of greater power, except those frequencies specified in the Colo Void Clause Coalition; Antenna System Co-Location; Voluntary Best Practices, effective 21 Nov 2007, will void this determination. Any future construction or alteration, including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA. This determination includes all previously filed frequencies and power for this structure.

If construction or alteration is dismantled or destroyed, you must submit notice to the FAA within 5 days after the construction or alteration is dismantled or destroyed.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

A copy of this determination will be forwarded to the Federal Communications Commission (FCC) because the structure is subject to their licensing authority.

If we can be of further assistance, please contact our office at (816) 329-2525, or natalie.schmalbeck@faa.gov. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2020-AGL-14343-OE.

Signature Control No: 443306745-445535853

(DNE)

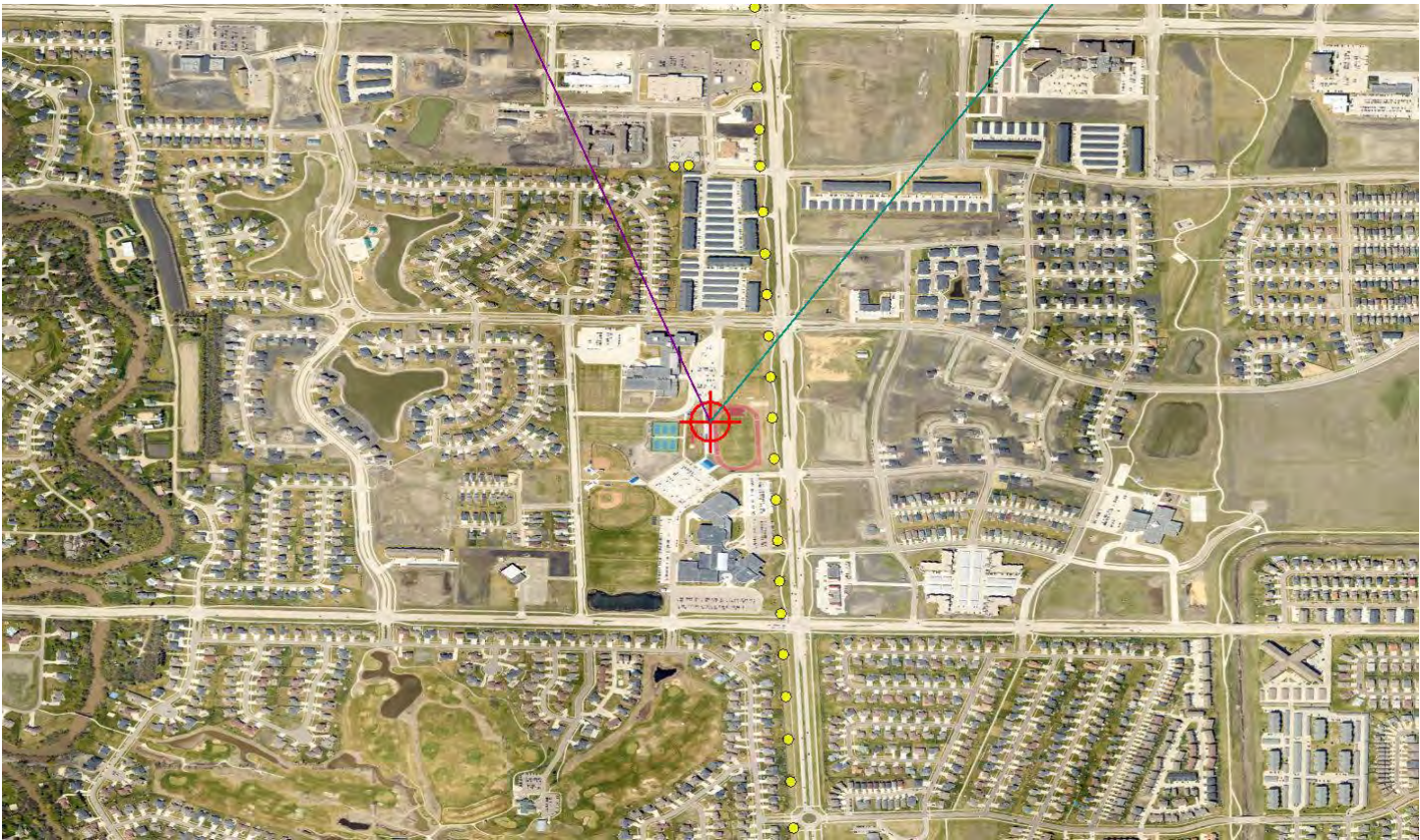
Natalie Schmalbeck
Technician

Attachment(s)
Frequency Data
Map(s)

cc: FCC

Frequency Data for ASN 2020-AGL-14343-OE

LOW FREQUENCY	HIGH FREQUENCY	FREQUENCY UNIT	ERP	ERP UNIT
6	7	GHz	55	dBW
6	7	GHz	42	dBW
10	11.7	GHz	55	dBW
10	11.7	GHz	42	dBW
17.7	19.7	GHz	55	dBW
17.7	19.7	GHz	42	dBW
21.2	23.6	GHz	55	dBW
21.2	23.6	GHz	42	dBW
614	698	MHz	1000	W
614	698	MHz	2000	W
698	806	MHz	1000	W
806	901	MHz	500	W
806	824	MHz	500	W
824	849	MHz	500	W
851	866	MHz	500	W
869	894	MHz	500	W
896	901	MHz	500	W
901	902	MHz	7	W
929	932	MHz	3500	W
930	931	MHz	3500	W
931	932	MHz	3500	W
932	932.5	MHz	17	dBW
935	940	MHz	1000	W
940	941	MHz	3500	W
1670	1675	MHz	500	W
1710	1755	MHz	500	W
1850	1910	MHz	1640	W
1850	1990	MHz	1640	W
1930	1990	MHz	1640	W
1990	2025	MHz	500	W
2110	2200	MHz	500	W
2305	2360	MHz	2000	W
2305	2310	MHz	2000	W
2345	2360	MHz	2000	W
2496	2690	MHz	500	W





To whom it may concern,

TowerCo is a national wireless infrastructure company that builds & owns wireless communication towers as a skilled vendor for all wireless operators. We have extensive experience working with State agencies, municipalities, schools, & private landowners to provide solutions to our customers for wireless capacity & coverage. Our national site license agreements with Verizon, AT&T, T-Mobile, and Dish provide access to over 600 of our towers across the country for carriers to collocate for the needs of their respective networks. TowerCo's colocation process is streamlined and efficient to meet the needs of every wireless carrier.

For additional information please visit www.towerco.com or feel free to contact me at 248-361-6936 or jwoodward@towerco.com

Best Regards,

Jason Woodward
Vice President, Business Development

5000 Valleystone Dr.
Suite 200
Cary, NC 27519

address

919.653.5700

main

919.469.5530

fax

info@towerco.com

email

towerco.com

website

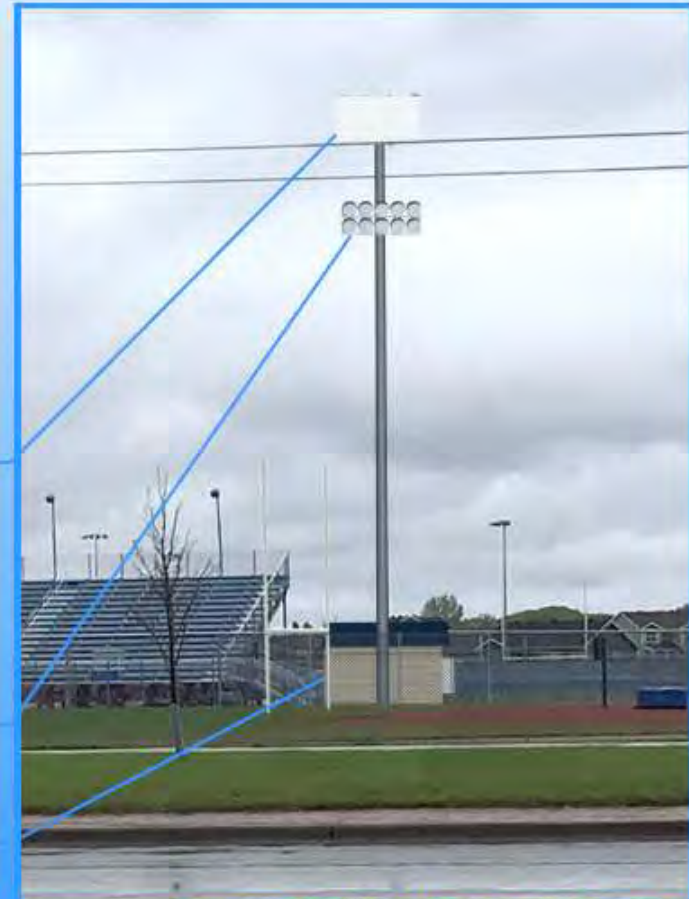


EXISTING CONDITIONS

(8) PROPOSED AT&T
ANTENNAS ON PROPOSED
MONOPOLE WITH FRP
SCREEN

PROPOSED LIGHTS

PROPOSED AT&T SHELTER



PHOTOGRAPHIC SIMULATION

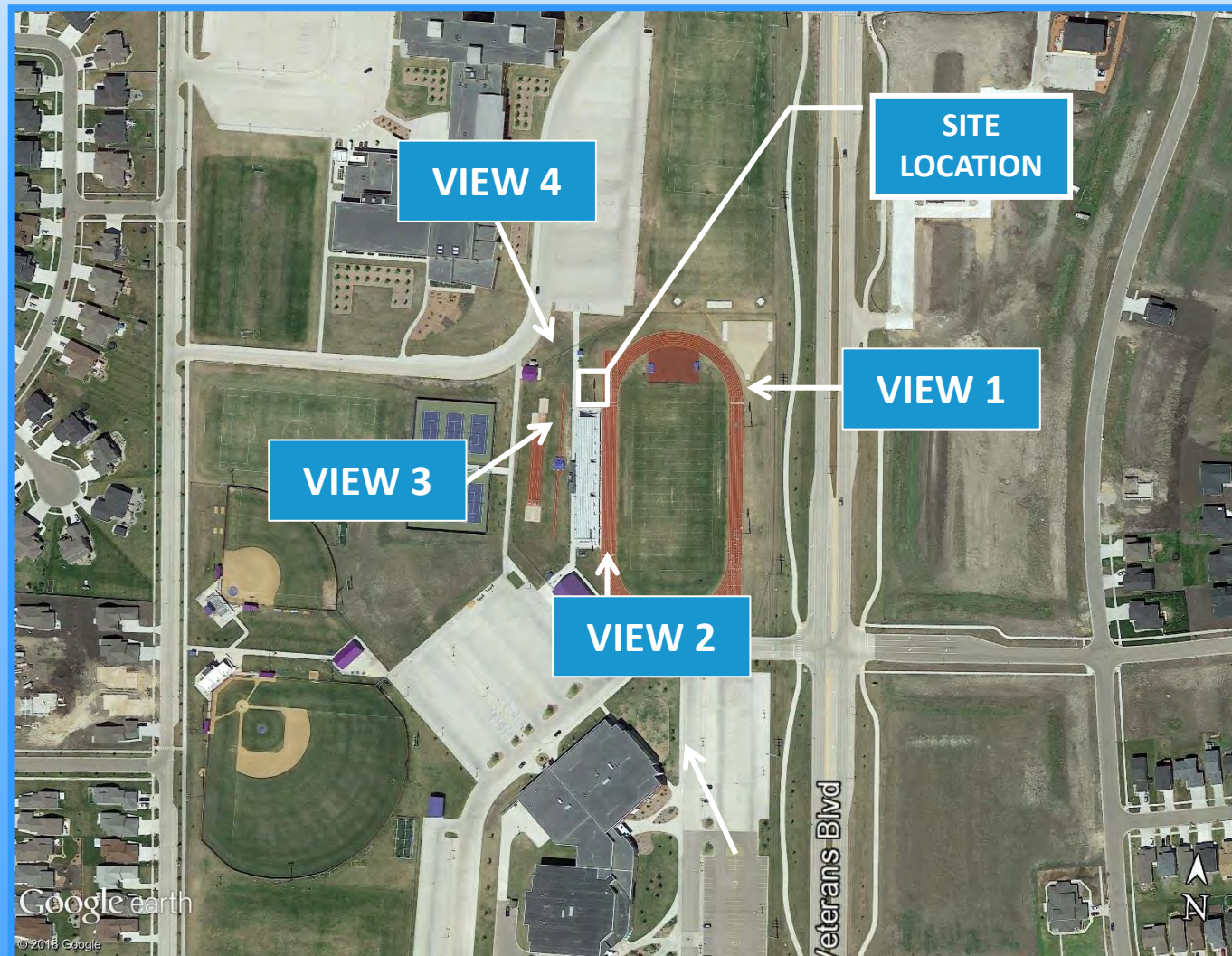


POWDER RIVER
Development Services LLC



PHOTOGRAPHIC SIMULATION

PROPOSED MODIFICATION OF WIRELESS COMMUNICATIONS FACILITY



The included Photographic Simulation(s) are intended as visual representations only and should not be used for construction purposes. The materials represented within the included Photographic Simulation(s) are subject to change.

SITE NUMBER:	MRUMW019999
SITE NAME:	SHEYENNE HIGH SCHOOL
SITE ADDRESS:	800 40 TH AVENUE EAST WEST FARGO, ND 58078
DATE:	01/05/2022
APPLICANT:	AT&T MOBILITY
CONTACT:	TYLER DAVISON BLACK & VEATCH (913) 458-9654



VIEW 1



EXISTING CONDITIONS

(8) PROPOSED AT&T
ANTENNAS ON PROPOSED
MONOPOLE WITH FRP
SCREEN

PROPOSED LIGHTS

PROPOSED AT&T SHELTER



PHOTOGRAPHIC SIMULATION



VIEW 2



EXISTING CONDITIONS

(8) PROPOSED AT&T
ANTENNAS ON PROPOSED
MONOPOLE WITH FRP
SCREEN

PROPOSED LIGHTS



PHOTOGRAPHIC SIMULATION



To: West Fargo City Commission

From: Public Works Director, Mathew Andvik

Date: March 07, 2022

Subject: New Salt/Sand Storage Building Bids

Action: Approve the cost of the new Salt/Sand Storage building and award the contract to the Meyer Architecture Group

Commission President

Bernie Dardis

Primary Portfolio:
Administration/Finance

Secondary Portfolio:
Street, Water and Sewer

Commission Vice President

Brad Olson

Primary Portfolio:
Street, Water and Sewer

Secondary Portfolio:
Sanitation

Commissioner

Eric Gjerdevig

Primary Portfolio:
Planning, Zoning and Engineering

Secondary Portfolio:
Administration/Finance

Commissioner

Mark Simmons

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner

Mandy George

Primary Portfolio:
Sanitation

Secondary Portfolio:
Police and Fire

Administration

Tina Fisk, Administrator

Tim Solberg, Assistant Administrator

Summary and Recommendation:

At the December 20, 2021 Regular Meeting, we presented options to repair the Drain 21 slide occurring at the City's Salt/Sand Storage building. At that meeting, Option 4 was selected. The option selected indicated that we would build a new salt storage facility on the location just east of Sanitary Lift Station No. 40 on 12th Ave NW. Once that building is complete, the old salt storage building would be taken down, and the area of the slide repaired. The estimate, at that time, for the cost of the building was \$700,000. Staff was tasked to put out an RFQ for a new Salt Storage Building.

On January 21, 2022 we published the RFQ for the new building. The process closed on February 24, 2022, and the proposals were opened at 9am on February 25, 2022. Two proposals we received. They are as follows:

- ICS proposed a total price of \$1,833,785.00
- Meyer Architecture Group proposed a total price of \$1,072,449.91

After looking at the bids, we determined there were some aspects of the project that Public Works would be able to take on, and that would lower the cost. This would bring the proposed price from the Meyer Group to \$927,949.91.

On March 1, 2022 we met with the Meyer Group to discuss ways to cut costs. We talked about several changes that could be made to the building that would bring the cost down. During that meeting we were made aware of a price increase to the building materials that will go into effect on March 15, 2022, due to the increases in cost in the construction market. In order to avoid the price increase to the building materials, we decided to put this item on the agenda for the March 7th meeting. The Meyer Group is working to have updated costs before the Commission Meeting on March 7th.

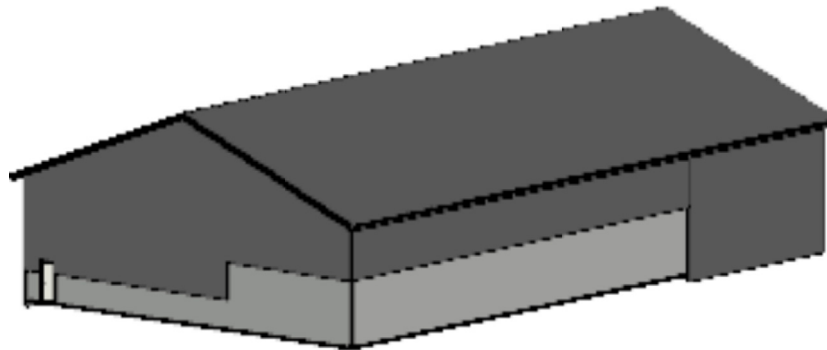
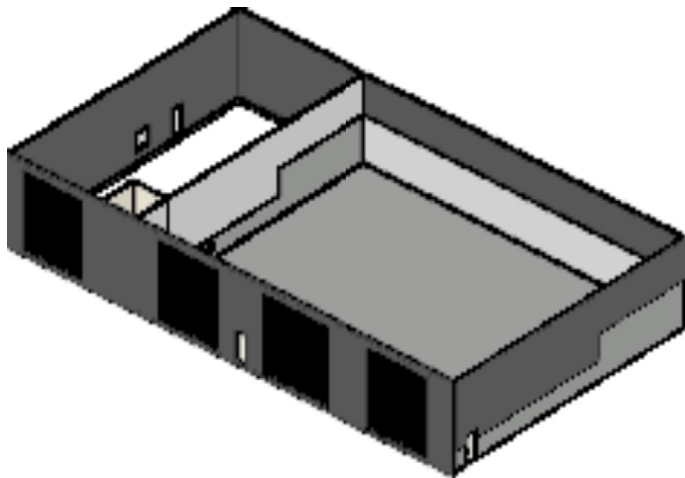
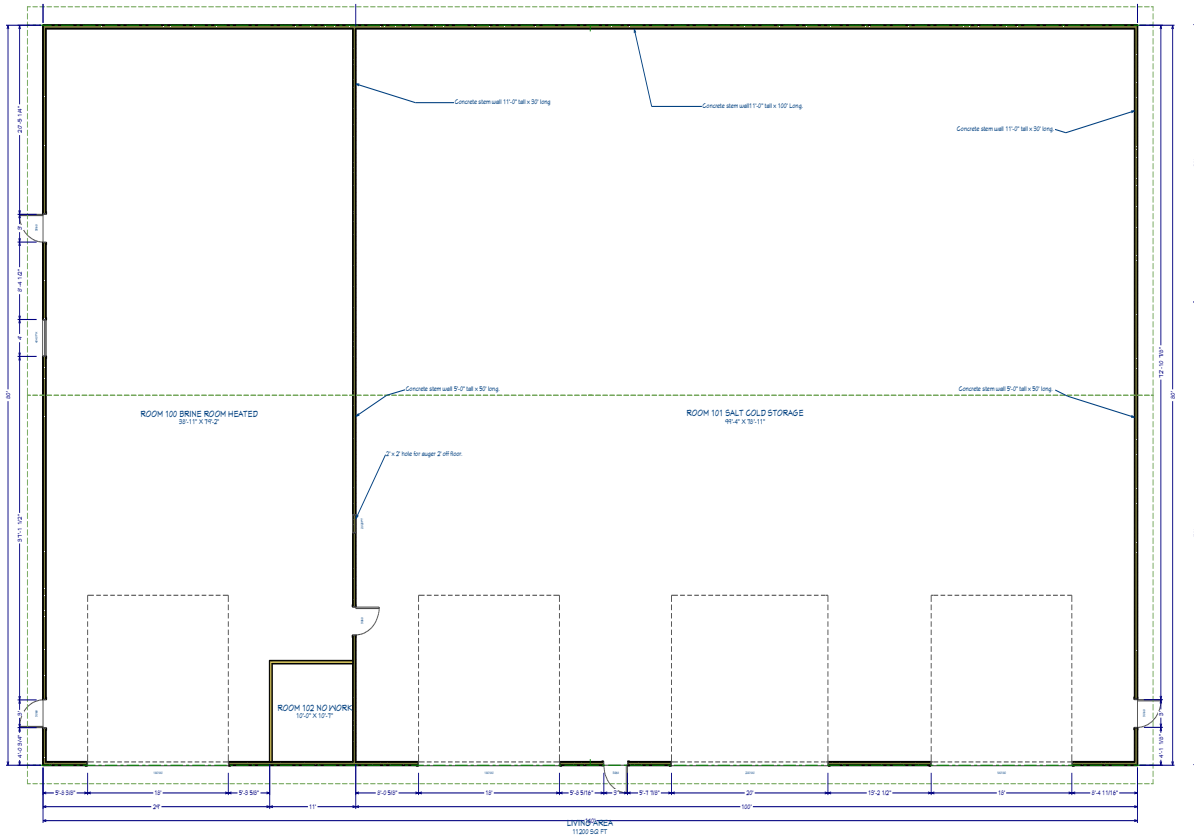
With the changes we made, the total price for the building will be closer to the original estimate, but will still be over. One reason for the difference in cost is that the original contractor we received the quote from was unable to bid on this project as they would be unable to build this year.

The building that the Meyer Architecture Group has proposed would be a great addition to the City and serve our need for more storage for salt/sand, as well as allow us to repair the Drain 21 slide in a way that it would not return and solve corrosion and space issues in one of our current buildings.

I request that the Commission approve and award the contract for the Salt Storage building to the Meyer Architecture Group.

Process/Timeline:

If approved and awarded, I have included a the building schedule the Meyer Group proposed.



Naseth
CONSTRUCTION Inc.
West Fargo
P.O. Box 215
West Fargo, ND 58078
www.nasethconstruction.com
(O) - 701-282-3771 (F) 701-282-2467

DISCLAIMER:
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ATTENTION:
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PROJECT DESCRIPTION:
West Fargo Public Works
Salt and Brine Storage
Building

Notes This Sheet:

SHEET TITLE:

NO.	DESCRIPTION	BY	DATE

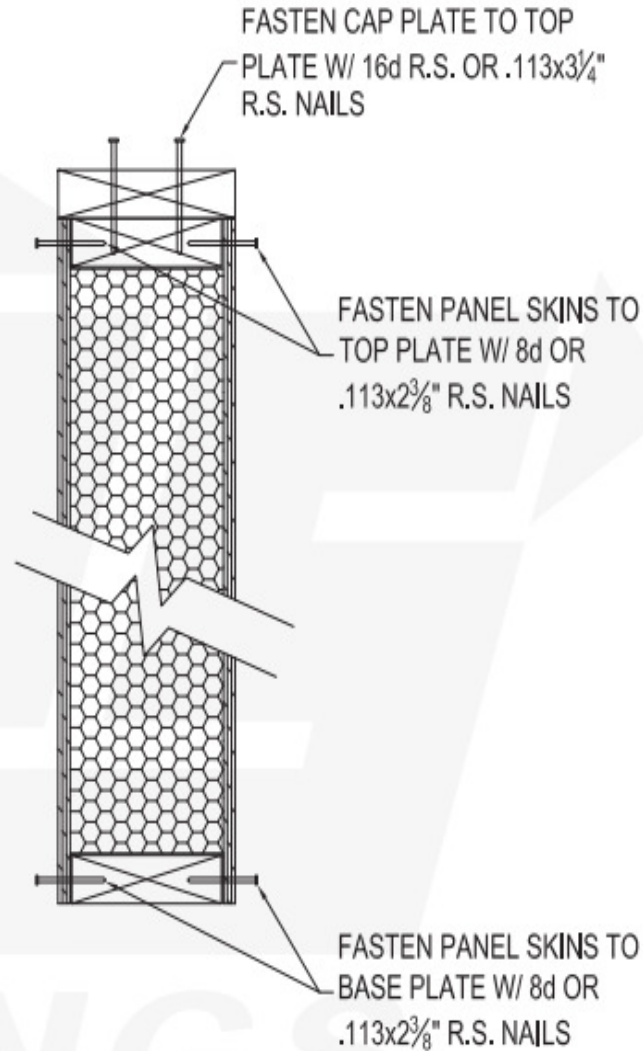
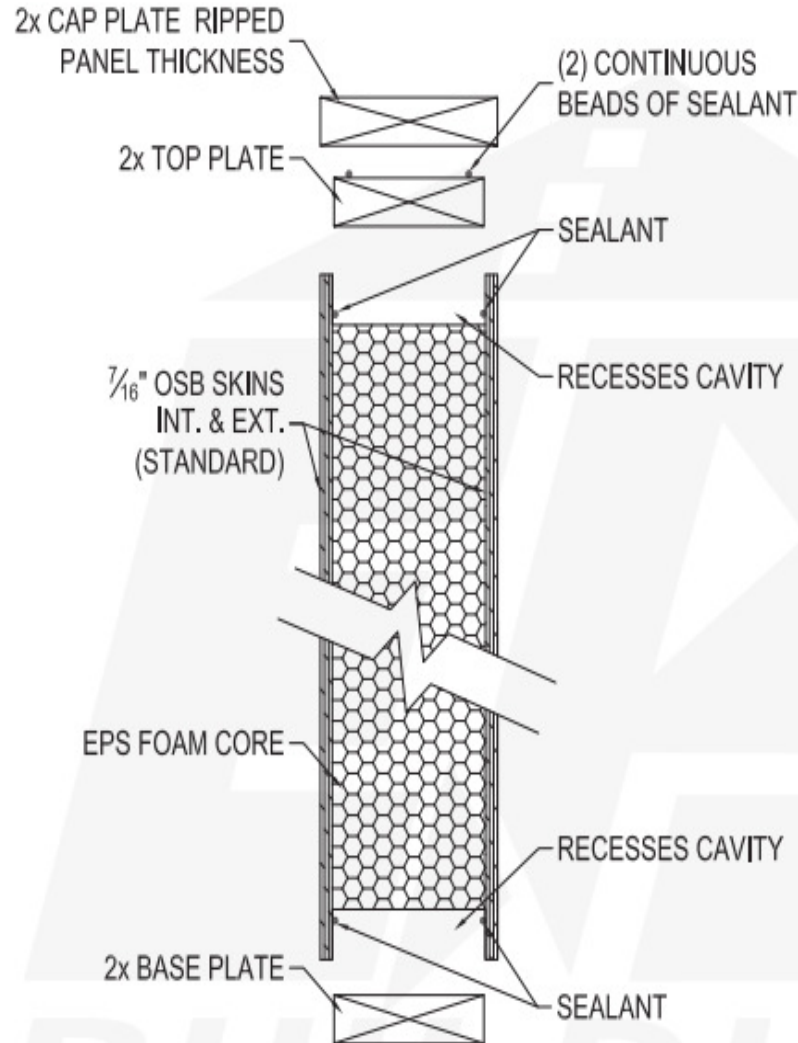
SCALE: DATE:

2/16/2022

PROJECT NUMBER:

02.21.32

P-2



Naseth
CONSTRUCTION Inc.
West Fargo
P.O. Box 215
West Fargo, ND 58078
www.nasethconstruction.com
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PROJECT DESCRIPTION:
West Fargo Public Works
Salt and Brine Storage
Building

Notes This Sheet:

SHEET TITLE:

NO.	DESCRIPTION	BY	DATE

SCALE: DATE:

2/16/2022

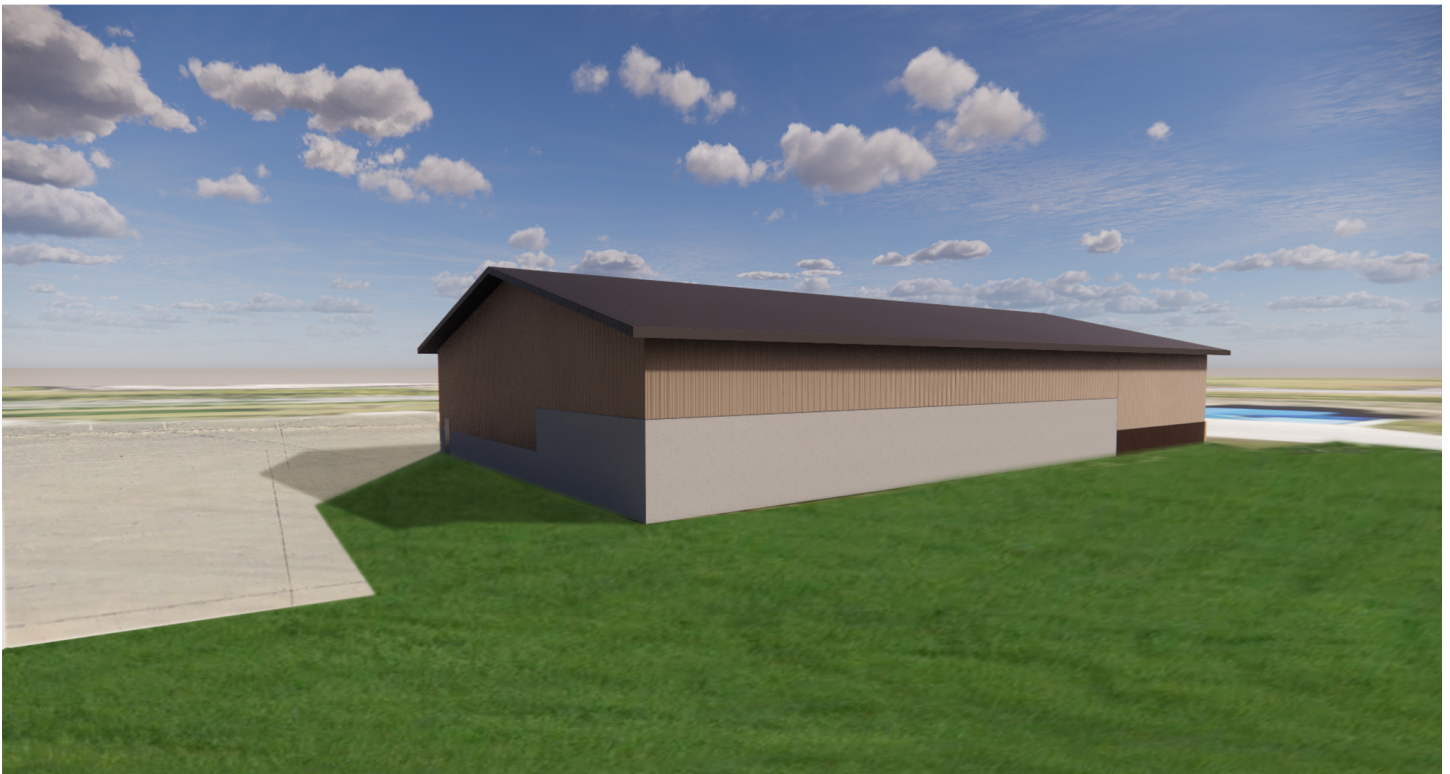
PROJECT NUMBER:

02.21.32

P-5



**CITY OF WEST FARGO - PUBLIC WORKS BUILDING
NORTHEAST AERIAL PERSPECTIVE**



**CITY OF WEST FARGO - PUBLIC WORKS BUILDING
NORTHEAST PERSPECTIVE**





**CITY OF WEST FARGO - PUBLIC WORKS BUILDING
NORTHWEST PERSPECTIVE**



**CITY OF WEST FARGO - PUBLIC WORKS BUILDING
SOUTHEAST PERSPECTIVE**



PROJECT SCHEDULE

CITY OF WEST FARGO - PUBLIC WORKS SALT AND BRINE STORAGE BUILDING RFQ												
PHASE	START DATE	END DATE	2022									
			JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT
RFQ AVAILABLE	01/21/2022											
SUBMISSION DEADLINE	02/24/2022											
EVALUATION OF RESPONSES	02/25/2022	03/07/2022										
FIRM SELECTION	03/07/2022											
CONTRACT START DATE	03/17/2022											
CONSTRUCTION COMPLETE	09/09/2022											



To: West Fargo City Commission

From: Jim Larson, Finance Director

Date: March 7, 2022

Subject: Request to commit American Rescue Plan Act funds

Action: Approve use of ARPA funds for Lagoon Decommissioning

Commission President

Bernie Dardis

Primary Portfolio:
Administration/Finance

Secondary Portfolio:
Street, Water and Sewer

Commission Vice President

Brad Olson

Primary Portfolio:
Street, Water and Sewer

Secondary Portfolio:
Sanitation

Commissioner

Eric Gjerdevig

Primary Portfolio:
Planning, Zoning and Engineering

Secondary Portfolio:
Administration/Finance

Commissioner

Mark Simmons

Primary Portfolio:
Police and Fire

Secondary Portfolio:
Planning, Zoning and Engineering

Commissioner

Mandy George

Primary Portfolio:
Sanitation

Secondary Portfolio:
Police and Fire

Administration

Tina Fisk, Administrator

Summary and Recommendation:

In 2021 the West Fargo City Commission approved moving ahead with the Lagoon Decommissioning project with an estimated total cost of \$12 million to \$16 million. The source of the funds for the project is from Capital Sales Tax.

The City received \$2.9 million in American Rescue Plan Act funds in 2021 and will receive another \$2.9 million in American Rescue Plan Act funds in 2022. Staff recommendation is to "Approve using the American Rescue Plan Act funds received in 2021 and 2022 for the Lagoon Decommissioning project.

Policy Analysis:

The ARPA funds can only be used for specific uses as defined by the federal government. The initial uses were for water, sewer and broadband projects that would qualify for the Clean Water State Revolving Loan Fund or the Drinking State Revolving Loan Fund. There was a final ARPA rule that came out January 6, 2022 that allows us to claim up to \$10 million in revenue loss. If we claim the revenue loss the ARPA funds can be used for "government services". The "government services" has a fairly broad definition. We have confirmed that the Lagoon Decommissioning project does qualify for the Clean Water State Revolving Loan Fund.

Financial Analysis:

With the large dollar amount of the Lagoon Decommissioning the use of the ARPA funds for the project would allow the City to use the capital sales tax funds for other projects and/or reduction of special assessments in future capital projects.

Process/Timeline:

The ARPA funds must be committed no later than December 31, 2024 and fully expended by December 31, 2026. The Lagoon Decommissioning project will meet the requirements of the ARPA funds.

ORDINANCE NO. 1207

AN ORDINANCE TO AMEND AND REENACT SECTION 2-0403 OF THE REVISED ORDINANCES OF 1990 OF THE CITY OF WEST FARGO RELATING TO PARKING ON SNOW EMERGENCY ROUTES.

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

SECTION 1. Section 2-0403 of the Revised Ordinances of 1990 of the City of West Fargo, North Dakota, is hereby amended and reenacted to read as follows:

2-0403. PARKING ON SNOW EMERGENCY ROUTES.

- A. A parking prohibition shall automatically go into effect on any part of any primary snow emergency route on which there has been part of an accumulation of snow and ice of three inches or more for one hour or more between 6:00 a.m. CT and 11:00 p.m. CT of any day.
- B. A prohibition of parking on secondary snow emergency routes will only come into effect upon announcement as set out in Section 2-0402. The announcement may include all or part of the secondary snow emergency routes and may provide different times for prohibited parking on different streets and avenues.
- C. A prohibition of parking on the downtown Sheyenne Street area (7th Avenue to Main Avenue for the length of the designated downtown area) shall go into effect when determined necessary by the Public Works Director. The City will provide a forty-eight (48) hour notice prior to the parking prohibition going into effect by the following means: (i) broadcasts or telecasts from stations with a normal operating range covering the City; (ii) posts on City websites and social media; (iii) notifying any Downtown Business Association; and (iv) causing such declaration to be further announced in newspapers of general circulation when feasible. The hours of the parking prohibition would begin at 2:00 a.m. CT and end at 7:00 a.m. CT on any day. Any cars remaining parked in the designated area after 2:00 a.m. will be ticketed and towed at the owner's expense.
- ~~ED.~~ Once in effect, a prohibition under this section shall remain in effect until terminated by announcement of the Superintendent of Streets Public Works Director in accordance with this chapter, except that any street area which has become substantially clear of snow and ice from curb to curb for the length of the entire block shall be

automatically excluded therefrom. While the prohibition is in effect, no person shall park or allow to remain parked any vehicle on any portion of a primary snow emergency route to which it applies. However, nothing in this section shall be construed to permit parking at any time or place where it is forbidden by any other provision of law.

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: