FARGO CITY COMMISSION AGENDA
Monday, January 25, 2021 – 5:00 p.m.

Executive Session at 4:00 p.m.

Roll call.

PLEASE NOTE: The City Commission will meet in an Executive Session to discuss strategy and to provide negotiating instructions to its negotiator, the Mayor, regarding the Airport Authority's proposed amendment to the January 14, 2020 MOU between the City and the Airport Authority, and regarding other alternative or additional terms for amendment of the MOU. The City Commission's discussion of such matters, if held in public, would undermine the City's negotiating position with the Airport Authority with respect to the proposed amendment and with respect to such other terms the City may wish to consider and such discussion, if held in public, would adversely affect the bargaining position of the City, and would have an adverse fiscal effect on the City. This Executive Session is authorized pursuant to N.D.C.C. Section 44-04-19.1(9).

Regular Meeting at 5:00 p.m.

City Commission meetings are broadcast live on TV Fargo Channel 56 and online at www.FargoND.gov/streaming. They are rebroadcast Mondays at 5:00 p.m., Thursdays at 7:00 p.m. and Saturdays at 8:00 a.m. They are also included in the video archive at www.FargoND.gov/citycommission.

A. Pledge of Allegiance.

B. Roll Call.

C. Approve Order of Agenda.

D. Minutes (Regular Meeting, January 11, 2021).

CONSENT AGENDA – APPROVE THE FOLLOWING:

1. 2nd reading and final adoption of an Ordinance Rezoning Certain Parcels of Land Lying in the Proposed Arcadia Park View Addition; 1st reading 1/11/21.

2. Findings of Fact and Order of the Board of City Commissioners of the City of Fargo for property located at 1021 10th Street North.

3. Pledged securities as of 12/31/20.

4. Applications for Games of Chance:
   a. Outdoor Adventure Foundation for a raffle and raffle board on 3/20/21.
   b. St. Joseph's School for a raffle on 3/20/21.
   c. NDSU Saddle and Sirloin Club for a raffle on 4/21/21.
   d. St. John Paul II Catholic Schools for a raffle on 4/24/21.

5. Negative Final Balancing Change Order No. 1 in the amount of -$37,058.50 for Project No. PR-20-B1.

6. Task Order No. 7 with Houston Engineering in the amount of $163,500.00 for Project No. FM-21-A0.

7. Speed limit reduction along 40th Avenue North from Old Highway 81 to Cass County Highway 31 from 55 mph to 40 mph, effective 2/1/21.

8. Speed limit reduction along 19th Avenue North from the I-29 east ramp to Dakota Drive from 50 mph to 40 mph, with an implementation date to be determined by the NDDOT.

9. Access Easement (Storm Sewer Easement) with Southeast Cass Water Resource District (Project No. UR-21-A1).

10. Memorandum of Understanding Regarding Construction and Maintenance with Park District of the City of Fargo.

11. Access Agreement with Southeast Cass Water Resource District (Project No. BN-20-A0).

12. Bid advertisement for Project Nos. PR-21-A and PR-21-B.

13. Permanent Easement (Fire Service Surface Access Easement) with Craig Enclave OG, LLC.

14. Purchase of Service Agreement – Restricted Funding with the ND Department of Health for HIV.HCV Counseling, Testing and Referral (CFDA #93.940).

15. Contract Agreement with CoSchedule.

16. Purchase of Service Agreement with the ND Department of Human Services to promote Parents Lead in the community.

17. Benefit Plan Agreement with BCBSND and Group Insurance Policy for Dental Benefits.

18. Reallocation of $20,000.00 in recaptured Red River Task Force COVID-19 funds to process final requests for housing assistance administered by SENDCAA.

19. Genfare Subscription and Services Agreement.

20. Amendment No. 6 with KLJ, Inc. in the amount of $222,359.98 for the Ground Transportation Center Remodel.

21. Bid award for chlorine at the Water Treatment Plant (AFB21012).

22. Bills.

23. Change Order No. 2 for an increase of $3,947.43 for Improvement District No. BN-20-C1.

24. Change Order No. 3 for an increase of $15,624.06 for Improvement District No. BN-20-C1.

25. Final Balancing Change Order No. 1 in the amount of $1,162.00 for Improvement District No. AN-20-A1.

26. Negative Final Balancing Change Order No. 3 in the amount of -$155,786.24 for Improvement District No. PN-18-B1.

27. Negative Final Balancing Change Order No. 1 in the amount of -$48,835.11 for Improvement District No. PR-20-E1.

28. Bid awards for Improvement District Nos. BR-21-A1 and BR-21-C1.

REGULAR AGENDA:

29. Presentation of the Human Relations Commissions MLK Awards.

30. **<u>*Public Input Opportunity* - PUBLIC HEARINGS - 5:15 pm:</u>**
    a. Hearing on a dangerous building located at 717 3rd Avenue North; continued from the 7/13/20 and 1/11/21 Regular Meetings.

    b. Public Comment Period for the Community Development Block Grant (CDBG) and HOME Programs 2020-2024 Consolidated Plan including the 2020 Annual Action Plan and Budget.

    c. Application filed by Midway Metals LLC for a property tax exemption for a project located at 3344 39th Street South which the applicant will use in the operation of manufacturing aluminum rain gutter accessories and components.

31. **RESIDENT COMMENTS (<u>Fargo</u> residents will be offered 2.5 minutes for comment with a maximum of 30 minutes total for all resident comments. Residents who would like to address the Commission, whether virtually or in person, must sign-up at <u>FargoND.gov/VirtualCommission</u>).**

32. COVID-19 Update:
    a. Fargo Cass Public Health Update.
    b. Commissioner Piepkorn would like to have a discussion about reducing the restrictions in the City of Fargo to match the State.
    c. Commissioner Preston would like a report from the Liquor Control Board on final decisions made for non-compliant liquor establishments of the mask mandate.

33. Legislative Update.
    a. Commissioner Gehrig would like to discuss staff advocating for certain bills at the State Legislature.

34. Application for Abatement or Refund of Taxes #4494 for the Fargo Doublewood Inn, LP at 3333 13th Avenue South requesting a reduction in value from $7,990,500.00 to $5,000,000.00 for the 2018 tax year; delayed from the 1/11/21 Regular Meeting.

35. Request for Tax Increment Financing (TIF) for the redevelopment of property at 2301 University Drive South.

36. Applications for property tax exemptions for improvements made to buildings:
    a. Janice Knecht, 1539 14th Street South (5 year).
    b. Allison Kenniger, 3701 Fairway Road North (5 year).
    c. Audrey and Jordan Wermager, 2410 16th Street South (5 year).
    d. Chelaine and Joshua Anderson, 3014 Elm Street North (5 year).

37. Recommendations for appointments and reappointments to the following Boards and Commissions:
    a. Native American Commission.
    b. Community Development Committee.

People with disabilities who plan to attend the meeting and need special accommodations should contact the Commission Office at 701.241.1310. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Minutes are available on the City of Fargo website at <u>www.FargoND.gov/citycommission</u>.

THE CITY OF Fargo FAR MORE

Planning & Development
225 4th Street North
Fargo, ND 58102
Office: 701.241.1474 | Fax: 701.241.1526
Email: planning@FargoND.gov
www.FargoND.gov

29

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: NICOLE CRUTCHFIELD, PLANNING DIRECTOR

DATE: JANUARY 21, 2021

RE: FARGO HUMAN RELATIONS COMMISSION MLK AWARD WINNERS

Each year, the Fargo Human Relations Commission (HRC) presents the MLK Human Relations Awards to a youth, an adult, and an organization that have made significant contributions to the area of human relations in the Fargo Moorhead community. A call for nominations is released to the public, and from those nominations, an appointed committee designated by the Fargo Human Relations Commission reviews and brings forward these award winners by honoring them at the Martin Luther King, Jr. Celebration at the Fargo Theatre every year. Due to the pandemic, the event was modified to acknowledge the award winners at the City Commission meeting on January 25 in lieu of the in-person event at the Fargo Theatre.

This year's winners are Clara Derby, Nola Storm and Women Initiative Network-Liberia (WIN-Liberia). The awards will be presented at the Fargo City Commission meeting on Monday, January 25 at 5:00 p.m. by Mayor Timothy Mahoney, Commissioner John Strand, and HRC Chair Matuor Alier. A short video highlighting the award winners will be shown during the ceremony.

EQUAL HOUSING OPPORTUNITY

THE CITY OF Fargo FAR MORE

Fargo Inspections
City of Fargo
225 Fourth Street North
701-241-1561
fax 701-241-1526

(300)

Memorandum

DATE: January 21, 2021

TO: Mayor Mahoney and Board of City Commissioners

FROM: Bruce Taralson, Inspections Director BT

SUBJECT: Property located at 717 3 Avenue N., Fargo, ND

As of today's date, neither the property owner of 717 3 Avenue North, nor a licensed contractor, have obtained a permit to repair or demolish the building. The intent of the building is unknown at this time.

Recommended Motion: Set a compliance deadline and direct the City Attorney to amend the previous *Findings of Fact and Order* to reflect this compliance deadline and allow the City of Fargo to remove the dangerous building if compliance is not reached by said deadline.

THE CITY OF Fargo FAR MORE

Planning & Development
225 4th Street North
Fargo, ND 58102
Office: 701.241.1474 | Fax: 701.241.1526
Email: planning@FargoND.gov
www.FargoND.gov

306

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: TIA BRASETH, COMMUNITY DEVELOPMENT PLANNING COORDINATOR T.B.
NICOLE CRUTCHFIELD, PLANNING DIRECTOR

DATE: JANUARY 21, 2021

RE: PUBLIC HEARING AND APPROVE SUBMISSION OF HUD 2020 – 2024 FIVE YEAR CONSOLIDATED PLAN AND 2020 ANNUAL ACTION PLAN

The Department of Planning & Development is bringing the proposed 2020 – 2024 Five Year Consolidated Plan for the use of U.S. Housing and Urban Development (HUD) funds to the January 25th City Commission meeting for a public hearing and final consideration. The Consolidated Plan includes the Program Year 2020 budget and allocation. During the hearing, staff will present an overview of the proposed five year goals and proposed 2020 Community Development Block Grant (CDBG) and HOME projects.

As a result of expedited citizen participation procedures per the City of Fargo's Citizen Participation Plan for HUD Programs and HUD waiver authorized through the CARES Act, staff is also seeking approval from the City Commission of the following HUD program actions:

- Submission of the 2020 – 2024 Five Year Consolidated Plan, which includes the 2020 Action Plan for CDBG and HOME programming and expenditures
  - Details on the 2020 – 2024 Five Year Consolidated Plan goals and specific 2020 Action Plan activities are outlined in the attached public notice (*published in the January 13 and January 20, 2021 Forum newspaper*)

The 2020 – 2024 Consolidated Plan and 2020 Action Plan has been drafted in compliance with federal regulations is available on the City website (posted January 13). As of this memo, no public comments have been received.

Attachment: Notice of Public Hearing & Public Comment Period

Recommended Motion: Approve submission of 2020 – 2024 Five Year Consolidated Plan and the 2020 Action Plan to the U.S. Department of Housing and Urban Development.

EQUAL HOUSING OPPORTUNITY

RESOLUTION APPROVING THE 2020 – 2024 FIVE YEAR CONSOLIDATED PLAN AND 2020 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) & HOME PROGRAMS

BE IT RESOLVED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF FARGO:

WHEREAS, the City of Fargo receives Community Development Block Grant (CDBG) and HOME funds from United States Department of Housing and Urban Development (HUD); and

WHEREAS, in compliance with federal regulations, the City of Fargo has adopted its 2020 – 2024 Five Year Consolidated Plan and 2020 Annual Action Plan for the Community Development Block Grant (CDBG) & HOME programs to make available housing and community development resources that primarily address the needs of low to moderate income persons in Fargo; and

WHEREAS, the City of Fargo has conducted a required citizen participation process including a draft publication of the 2020 – 2024 Five Year Consolidated Plan and 2020 Annual Action Plan, a public hearing, and a minimum 5-day public comment period as temporarily allowed through HUD waivers related to COVID-19.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Fargo, North Dakota that the Mayor is herein authorized and directed to submit the 2020 – 2024 Five Year Consolidated Plan and 2020 Annual Action Plan to HUD and enter into and execute contracts and other documents as necessary to effectuate activities identified in the plans.

CERTIFICATE

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

I, Timothy J. Mahoney, the duly elected, qualified and acting Mayor of the City of Fargo, North Dakota; and

I, Steven Sprague, the duly appointed, qualified and acting City Auditor of the City of Fargo, North Dakota,

DO HEREBY CERTIFY:

That the foregoing is a full, true and correct copy of the original Resolution, and the whole thereof approving the City of Fargo's 2020 – 2024 Five Year Consolidated Plan and 2020 Annual Action Plan for the Community Development Block Grant (CDBG) & HOME programs as described in the foregoing Resolution; which Resolution was duly adopted by the Board of City Commissioners of the City of Fargo, North Dakota, at the meeting of the Board held January 25, 2021 at which Regular Meeting all members present voted in favor of the adoption of the Resolution; and

That such Resolution is now a part of the permanent records of the City of Fargo, as such records are now filed in the office of the City Auditor.

(SEAL)

_____
Timothy J. Mahoney,
Mayor of the City of Fargo, North Dakota

ATTEST:

_____
Steven Sprague, City Auditor

On this ____ day of _____, 2021, before me, _____, a Notary Public in and for Cass County, in the State of North Dakota, personally appeared Timothy J. Mahoney, known to me to be the Mayor of the City of Fargo, North Dakota, and Steven Sprague, City Auditor of the City of Fargo, a municipal corporation under the laws of the State of North Dakota, and they acknowledged to me that they executed the foregoing instrument.

_____
Notary Public, Cass County, North Dakota

Notice of Public Hearing & Public Comment Period
Community Development Block Grant (CDBG) & HOME Programs
2020-2024 Consolidated Plan Including 2020 Action Plan & Budget

2020 – 2024 Consolidated Plan

The City of Fargo has available for public review and comment a draft Five Year Consolidated Plan for the use of U.S. Housing and Urban Development (HUD) funds for Program Years 2020–2024 (May 1, 2020 to April 30, 2025). The Consolidated Plan includes the Program Year 2020 budget and allocation (May 1, 2020 to April 30, 2021) and the Analysis of Impediments to Fair Housing Choice (AI). The exact amount of HUD funds each year is determined by Congress, but based on previous funding levels, the City estimates approximately $4,257,993 in CDBG funds and $3,225,575 in HOME funds over the course of the Five Year Consolidated Plan.

In developing the Consolidated Plan, the City of Fargo conducted outreach through surveys, community focus groups, and individual interviews. The following priority areas were identified through public participation: economic development, neighborhood revitalization, housing development, and public services for low-and moderate income households and the homeless populations. The Consolidated Plan addresses these needs in four goals: (1) affordable housing (2) ending and preventing homelessness (3) neighborhood improvements and initiatives (4) assistance for vulnerable populations.

Due to the impacts of COVID-19, HUD extended the submission deadline for the 2020-2024 Consolidated Plan to August 16, 2021. The City took advantage of this extension to prioritize its administration of CDBG-CV (COVID-19) funding and other federal pandemic response funds. The first two years of funding in the Consolidated Plan prioritize activities that respond to, prepare for, and prevent the spread of the COVID-19 virus.

2020 Action Plan & Budget Proposal

The City of Fargo has prepared a draft version of the 2020 Annual Action Plan for Housing and Community Development for the Community Development Block Grant (CDBG) and HOME Programs. The priorities established within the draft plan result from community meetings and citizen participation in the development of the 2020-2024 Consolidated Plan. The City's 5-Year priorities include affordable housing, activities to end homelessness, neighborhood revitalization, and poverty reduction.

Estimated Resources

During the 2020 program year, the City of Fargo estimates the following resources to be available:

CDBG:

- **$789,067** – 2020 Community Development Block Grant (CDBG) allocation from HUD
- **$141,818** – 2020 CDBG Program Income (actual to date)
- **$155,840** – Available for Reallocation at Prior Year-End

$1,086,725 – ***Total CDBG***

HOME:

- **$495,115** – 2020 HOME PJ allocation from HUD
- **$0** – 2020 HOME PJ Program Income
- **$0** – Available for Reallocation at Prior Year-End

$495,115 – ***Total HOME***

TOTAL COMBINED = $1,581,840

Activity & Budget Summary Chart

Project	Description	Budget
Planning, Administration, and Fair Housing	Staff support for planning, implementation, reporting, and monitoring of CDBG and HOME resources. *Eligibility & Regulation Citation: 21A General Program Administration, 24 CFR Part 570.206* • High Plains Fair Housing Center: Budget $5,000. Part of requirement to affirmatively further fair housing under the Fair Housing Act (42 U.S.C. 3601-20). *Eligibility & Regulation Citation: 21D Fair Housing Activities (subject to 20% Admin. Cap), 24 CFR Part 570.206(c)*	**$157,813 CDBG** **$90,916 HOME** (10% HOME cap waived as a result of COVID-19)
Homeless Engagement, Outreach, & Harm Reduction	Operational support for homeless engagement, outreach, and harm reduction services. • Gladys Ray Shelter: Budget $32,000 *National Objective, Eligibility, & Regulation Citation: Low-Mod Clientele Benefit, 03T Operating Costs of Homeless/Aids Patient Programs, 24 CFR Part 570.201(e)*	**$32,000 CDBG**
Emergency Subsistence Payments/Homeless Prevention & Diversion	Temporary emergency housing assistance including rent, mortgage, non-City-owned utilities, security deposits, and other homeless or eviction prevention-type assistance as approved by the City of Fargo. Providers listed below will make emergency assistance	**$880,000 CDBG**

Efforts *(COVID-19 Prevention, Preparation, & Response)*	payments directly to the payees (i.e., rental office, utility company, etc.) on behalf of an individual or household. Project partners and budgets are identified as: • SouthEastern North Dakota Community Action Agency (SENDCAA): Budget $210,000 • Presentation Partners in Housing: Budget $210,000 *Eligibility & Regulation Citation: 03T Operating Costs of Homeless/Aids Patient Programs, 24 CFR Part 570.201(e)* • Direct Housing Assistance: Budget $460,000 *National Objective, Eligibility, & Regulation Citation: Low-Mod Clientele Benefit, 05Q Subsistence Payments, 24 CFR 570.207(b)(4)* Several people have been impacted by the COVID-19 pandemic, particularly those who have low income. Many jobs were lost and in some cases, housing was lost. Keeping people housed, rapidly re-housing, or housing people who are currently homeless instantly provides a safe place for quarantine, isolation, and social distancing. Ultimately, this response reduces the spread of COVID-19 and keeps the community's hospitals from being inundated.	
Affordable Single-Family Housing for Ownership	Add four units of affordable single-family housing for ownership, to be occupied by low-to-moderate income households. Activities may include acquisition, rehabilitation, and/or new construction. • Lake Agassiz Habitat for Humanity: Budget $200,000 • Cass Clay Community Land Trust: Budget $200,000 *National Objective: Low-Mod Housing Benefit, HOME Eligible Activity under 92.205(a)(1)*	**$400,000 HOME**
Contingency Funds	Funds held in contingency for issues that may arise during the program year.	**$16,912 CDBG** **$4,199 HOME**

Contingency Provisions/Potential Adjustments to 2020 Activities & Budget:

- Budget adjustments transferring amounts greater than 10% of the amount allocated to the City's entitlement grant programs for program year 2020 are considered substantial amendments and will be implemented in accordance with Fargo's Citizen Participation Plan
- Unanticipated program income may result in a substantial amendment to amend activities and budgets in accordance with Fargo's Citizen Participation Plan
- To match actual 2020 allocation amounts, any increase or decrease in funding will be applied to the Emergency Subsistence Payments/Homeless Prevention & Diversion Efforts project
- All funding levels indicated above are estimated amounts

Comments & Suggestions

Comments and suggestions from the public are encouraged through a public comment period and/or at the public hearing (schedule below). The 2020-2024 (including 2020 Annual Action Plan) draft plan are available online at www.fargond.gov/planninganddevelopment/plansandstudies or by request through the Planning and Development Department. See contact information below.

The City of Fargo, in an effort to exercise the Centers for Disease Control and Prevention guidelines pertaining to social distancing and gatherings, is encouraging all stakeholders in the Community Development Block Grant and HOME Programs to participate in the public comment period remotely. Comments submitted by email or telephone are preferred. Email: Planning@FargoND.gov, Telephone: 701.476.4144. To address the City Commission virtually during the January 25 public hearing, please contact the Planning Department at 701.241.1474 for instructions.

City Hall Commission Chambers are accessible and can accommodate persons with disabilities. Alternative formats of this information or reasonable accommodations for persons with hearing loss, vision loss, disabilities or limited English proficiency, including the availability of interpretation and translation services, will be made upon request (a 48 hour notice is required). Anyone who requires these services or an auxiliary aid to fully participate should contact the Planning and Development Department at 701.241.1474 / Planning@FargoND.gov, or the City of Fargo's Section 504/ADA Coordinator Brock Morrison at 701.298.6966 to arrange for services. To access North Dakota Relay dial 711. In accordance with Federal regulations and City of Fargo policies, the City of Fargo provides services without regard to race, color, national origin, sex, disability, age, familial status, religion, marital status, veteran status, sexual orientation, gender identity, public assistance, domestic violence, lawful activity, or condition protected by applicable federal and state laws. The City is an equal employment/equal housing opportunity agency.

Public Comment period: January 14-25, 2021

Per the City of Fargo's Citizen Participation Plan for HUD programs and HUD waiver authorized through the CARES Act, expedited citizen participation procedures have been adopted. Fargo citizens are provided with notice and a reasonable opportunity to comment for a minimum of five (5) days.

Send written comments or phone:	City of Fargo Planning and Development Department Attn: Community Development Planning Coordinator 225 4th Street North, Fargo ND 58102 701.476.4144
Electronic Comments:	planning@FargoND.gov
Public Hearing & **Final City Commission Consideration:**	Monday, January 25, 2021 - 5:15 pm Fargo City Commission Chambers Virtual 225 4th Street North, Fargo, ND 58102

THE CITY OF Fargo FAR MORE

Tax Exempt Review Committee
Fargo City Hall
225 4th Street North
Fargo, ND 58102
Phone: 701.241.1340 | Fax: 701.241.1339
www.FargoND.gov

300

January 13, 2021

Board of City Commissioners
City Hall
Fargo, ND 58102

Dear Commissioners:

Attached is the application by Midway Metals, LLC. for a 5 year new industry property tax incentive, according to N.D.C.C. Chapter 40-57.1. This application is for an existing building that will contain the startup company. The company will be manufacturing rain gutter accessories and components.

Notices to competitors have been published. The Tax Exempt Review Committee has met to consider this application. No potential competitors appeared at the Tax Exempt Review meeting. This project meets our current policy. The application contains information regarding projected value of the property, the nature of jobs to be created, and a description of the product line. The applicant will pay the full land tax estimated at approximately $1,000. The value of the building is estimated at $365,000, and the property tax savings would be about $5,300 a year.

The recommendation of the Tax Exempt Review Committee is to approve a 5-year property tax incentive.

SUGGESTED MOTION:
Approval of a 5-year, 100% exemption on improvements for Midway Metals LLC. at 3344 39 St S.

Sincerely,

Mike Splonskowski
Tax Exempt Review Committee

Application For Property Tax Incentives For New or Expanding Businesses

N.D.C.C. Chapter 40-57.1

Project Operator's Application To Cass
City or County

File with the City Auditor for a project located within a city; County Auditor for locations outside of city limits.

A representative of each affected school district and township is included as a non-voting member in the negotiations and deliberation of this application.

This application is a public record

Identification Of Project Operator

1. Name of project operator of new or expanding business Midway Metals
2. Address of project 3344 39th St South
   City Fargo County Cass
3. Mailing address of project operator 19 8th St S #817
   City Fargo State ND Zip 58103
4. Type of ownership of project
   ☐ Partnership ☐ Subchapter S corporation ☐ Individual proprietorship
   ☐ Corporation ☐ Cooperative ☑ Limited liability company
5. Federal Identification No. or Social Security No. [redacted]
6. North Dakota Sales and Use Tax Permit No. _____
7. If a corporation, specify the state and date of incorporation 8/31/20
8. Name and title of individual to contact Eric Bachman
   Mailing address 19 8th St S #817
   City, State, Zip Fargo, ND, 58103 Phone No. 402-681-7913

Project Operator's Application For Tax Incentives

9. Indicate the tax incentives applied for and terms. Be specific.

☑ **Property Tax**
Exemption 5 Number of years 100 Percent of exemption

☐ **Payments In Lieu of Taxes**
_____ Beginning year _____ Ending year
_____ Amount of annual payments (attach schedule if payments will vary)

10. Which of the following would better describe the project for which this application is being made:
    ☑ New business project ☐ Expansion of a existing business project

24734
(Rev. 2/14)

Description of Project Property

11. Legal description of project real property
See Attached

12. Will the project property be owned or leased by the project operator? ☑ Owned ☐ Leased

If the answer to 12 is leased, will the benefit of any incentive granted accrue to the project operator?
☐ Yes ☐ No

If the property will be leased, attach a copy of the lease or other agreement establishing the project operator's benefits.

13. Will the project be located in a new structure or an existing facility? ☐ New construction ☑ Existing facility

If existing facility, when was it constructed? 2016

If new construction, complete the following:

a. Estimated date of commencement of construction of the project covered by this application _____

b. Description of project to be constructed including size, type and quality of construction

c. Projected number of construction employees during the project construction _____

14. Approximate date of commencement of this project's operations March 1, 2020

15. Estimated market value of the property used for this project:

a. Land ..... $ 110,000

b. Existing buildings and structures for which an exemption is claimed ..... $ 365,000

c. Newly constructed buildings and structures when completed ..... $ _____

d. Total ..... $ 475,000

e. Machinery and equipment ..... $ 1,400,000

16. Estimate taxable valuation of the property eligible for exemption by multiplying the market values by 5 percent:

a. Land (not eligible) ..... [redacted]

b. Eligible existing buildings and structures ..... $ 365,000

c. Newly constructed buildings and structures when completed ..... $ _____

d. Total taxable valuation of property eligible for exemption (Add lines b and c) ..... $ 18,250

e. Enter the consolidated mill rate for the appropriate taxing district ..... .29212

f. Annual amount of the tax exemption (Line d multiplied by line e) ..... $ 5,331

Description of Project Business

Note: "project" means a newly established business or the expansion portion of an existing business. Do not include any established part of an existing business.

17. Type of business to be engaged in: ☐ Ag processing ☑ Manufacturing ☐ Retailing ☐ Wholesaling ☐ Warehousing ☐ Services

18. Describe in detail the activities to be engaged in by the project operator, including a description of any products to be manufactured, produced, assembled or stored (attach additional sheets if necessary).

Midway Metals intends to manufacture aluminum rain gutter accessories and components. The processes include stamping, forming, packing and shipping. Prior to shipment all manufactured products: hidden hangers, gutter protection products, and screws will be stored on site.

19. Indicate the type of machinery and equipment that will be installed

Mechanical presses, roll forming machines, dies, coilers, metal slitter, screw counting equipment, packing tables, forklifts, pallet jacks, pallet racking, misc. shelving

20. For the project only, indicate the projected annual revenue, expense, and net income (before tax) from either the new business or the expansion itself for each year of the requested exemption.

Year *(12 mo. periods)*	New/Expansion Project only Year 1	New/Expansion Project only Year 2	New/Expansion Project only Year 3	New/Expansion Project only Year 4	New/Expansion Project only Year 5
Annual revenue	1,316,153	2,298,968	2,873,710	3,592,137	4,490,172
Annual expense	740,124	1,021,290	1,271,497	1,351,266	1,571,264
Net income	51,230	389,182	492,346	853,538	1,184,740

21. Projected number and salary of persons to be employed by the project for the first five years:

Current positions & positions added the initial year of project

# Current Positions		New Positions Under $13.00	New Positions $13.01-$15.00	New Positions $15.01-$20.00	New Positions $20.01-$28.00	New Positions $28.01-$35.00	New Positions Over $35.00
3					2		

Year		(Before project)	Year 1	Year 2	Year 3	Year 4	Year 5
No. of Employees	(1)	3	4	5	9	16	21
	(2)		1	2	2	2	2
Estimated payroll	(1)	0	260,000	444,000	612,000	980,000	1.3M
	(2)		30,400	60,800	60,800	60,800	60,800

(1) - full time
(2) - part time

Previous Business Activity

22. Is the project operator succeeding someone else in this or a similar business? ☐ Yes ☑ No
23. Has the project operator conducted this business at this or any other location either in or outside of the state?

    ☐ Yes ☑ No
24. Has the project operator or any officers of the project received any prior property tax incentives? ☐ Yes ☑ No

    If the answer to 22, 23, or 24 is yes, give details including locations, dates, and name of former business (attach additional sheets if necessary).

    _____

    _____

Business Competition

25. Is any similar business being conducted by other operators in the municipality? ☐ Yes ☑ No

    If YES, give name and location of competing business or businesses

    _____

    _____

    Percentage of Gross Revenue Received Where Underlying Business Has ANY Local Competition %

Property Tax Liability Disclosure Statement

26. Does the project operator own real property in North Dakota which has delinquent property tax levied against it? ☐ Yes ☑ No
27. Does the project operator own a greater than 50% interest in a business that has delinquent property tax levied against any of its North Dakota real property? ☐ Yes ☑ No

    If the answer to 26 or 27 is Yes, list and explain

    _____

    _____

Use Only When Reapplying

28. The project operator is reapplying for property tax incentives for the following reason(s):
    - ☐ To present additional facts or circumstances which were not presented at the time of the original application
    - ☐ To request continuation of the present property tax incentives because the project has:
        - ☐ moved to a new location
        - ☐ had a change in project operation or additional capital investment of more than twenty percent
        - ☐ had a change in project operators
    - ☐ To request an additional annual exemption for the year of _____ on structures owned by a governmental entity and leased to the project operator. (See N.D.C.C. § 40-57.1-04.1)

Notice to Competitors of Hearing

Prior to the hearing, the applicant must present to the governing body of the county or city a copy of the affidavit of publication giving notice to competitors unless the municipality has otherwise determined there are no competitors.

I, Eric J. Bachman, do hereby certify that the answers to the above questions and all of the information contained in this application, including attachments hereto, are true and correct to the best of my knowledge and belief and that no relevant fact pertaining to the ownership or operation of the project has been omitted.

Eric Bachman	General Manager	12/16/20
Signature	Title	Date

PRIVACY ACT NOTIFICATION

In compliance with the Privacy Act of 1974, disclosure of a social security number or Federal Employer Identification Number (FEIN) on this form is required under N.D.C.C. §§ 40-57.1-03, 40-57.1-07, and 57-01-15, and will be used for tax reporting, identification, and administration of North Dakota tax laws. Disclosure is mandatory. Failure to provide the social security number or FEIN may delay or prevent the processing of this form.

Certification of Governing Body (To be completed by the Auditor of the City or County)

The municipality shall, after granting any property tax incentives, certify the findings to the State Tax Commissioner and Director of Tax Equalization by submitting a copy of the project operator's application with the attachments. The governing body, on the _____ day of _____, 20____, granted the following:

☐ **Property Tax Exemption**

_____ Number of years

_____ Percent of exemption

☐ **Payments in lieu of taxes**

_____ Beginning year _____ Ending year

_____ Amount of annual payments (Attach schedule if payments will vary)

_____
Auditor

NORTH Dakota | Commerce
Be Legendary.™

December 11, 2020

Adella Bachman
Midway Metals LLC
663 N 132nd St
Omaha, NE 68154

Dear Adella:

Thank you for your application for primary-sector certification by the North Dakota Department of Commerce, Economic Development & Finance Division. We have reviewed your application and determined that ED&F can certify your company, **Midway Metals LLC**, as primary sector and a new wealth creator in the economy of North Dakota. This certification is valid for **four years** from today's date (expires 12/10/2024).

Most of North Dakota's economic development programs, tools and incentives are targeted toward primary-sector clients. You may be requested to provide a copy of this primary-sector certification letter when you apply for certain economic development incentive and funding programs.

This certification does not guarantee the receipt of any North Dakota business incentive. For example, there are additional qualification criteria for the Seed Capital Investment and Agricultural Business Investment personal income tax credits, and it is critical that investments **NOT** be made prior to the business receiving certification for these two credits. If you are pursuing certification for investment tax credits and need to know the criteria required for qualification, contact Joe Cicha (701) 328-7283.

This certification is not the application process for the North Dakota New Jobs Training Program administered by Job Service North Dakota. To apply for the North Dakota New Jobs Training Program, you must contact Job Service North Dakota for the required application forms. Application forms for other programs that require primary sector certification are available from the agency administering the program.

Also, companies and individuals pursuing the investment tax credit incentive are reminded there is a cap on available dollars. Please visit with the ND Office of the Tax Commissioner regarding the remaining balance for investment tax credits. The credits are available on a first-come-first-serve basis until the law-defined cap is met.

North Dakota appreciates your contribution to the citizens and economy of our state. If there is anything further we can do to assist your company, please contact us at 701-328-5300.

Sincerely,

Joshua Teigen, Director
Economic Development & Finance Division
North Dakota Department of Commerce

Intent to Purchase Agreement

THIS AGREEMENT is made on the 16th of December 2020. The following parties intend to purchase, pursuant to the attached Real Estate Purchase Agreement, incorporated herein, the following real property located at **3344 39th St S, Fargo, ND 58104.** The real property is legally described as:

Lot
PT OF LT 4 BLK 1 RDO 2ND DESC AS FOLL: COMM FROM THE SW COR OF SD LT 4; THEN N 88° 40' 44" E FOR A DIST OF 350.35' TO THE PT OF BEG; THEN CONT N 88° 40' 44" E FOR A DIST OF 68.10'; THEN N 01° 02' 46" W FOR A DIST OF 167.78'; THEN S 88° 57' 14" W FOR A DIST OF 68.10'; THEN S 01° 02' 46" E FOR A DIST OF 168.10' BACK TO THE PT OF BEG. SD PARC CONTAINS 11,436 SF MORE OR LESS, TOGETHER W/ EASEMENTS & R/W OF SIGHT & RECORD.

Block
1

Supplemental Description
*11/20/07 SPL/FR 01-5310-00100-000 *REPLATTED LT 1 BLK1 RDO ADDN (9/9/2008, BX-1, P-14) *9/15/08 08-107 SPL/FR 01-5210-00051-000 & 01-5310-00101-000 *11/30/16 SPL/FR 01-8411-00040-000 SPL#2017-021 DOC#1489995 39TH STREET COMMERCIAL CONDOS UNIT 13

Addition Name
RDO 2nd

Buyer

Ann Bachman of Omaha, NE

Contact Phone: 402-616-3591

Email: ann.bachman@outlook.com

Purchase Price

Four Hundred Seventy-Five Thousand Dollars and Zero Cents (*$475,000.00*). Within Three (3) days of *Purchase Agreement* being executed Buyer shall deliver to the closing agent an amount equal to $5,000.00 ("Earnest Money").

Offer Terms

(I) Purchase is subject to approval of the real property for a property tax incentive from the Fargo City Commission *(roughly 6 week long process).*

(II) Purchase is subject to the buyer obtaining financing from a third party.

(III) This agreement can be assigned, at Buyer's discretion, to a North Dakota Limited Liability Company (LLC) that will be formed to hold title to the real property.

(IV) Signed *Purchase Agreement* by Seller and Buyer within the general structure of the attached. Buyer will provide his own Title Opinion and Title Insurance at their own cost.

Due Diligence

Subject to inspection by agent of Buyer to occur within timeframe of *Offer Terms (I)* and *(II)* being completed. *Purchase Agreement* drafted and executed as soon as practicable after the above conditions *(I)* and *(II)* have been met. Then, an additional 21 days to close, after receipt and approval of required third party reports (i.e. appraisal, title, etc).

Closing Date/Possession

As soon as practicable after *Offer Terms (I)*, *(II), (IV)* and *(III), if necessary,* are completed.

Seller: Sheyenne Valley Holdings LLC

DocuSigned by:
Jeff McKay
B5D79C4A90F8410...

12/16/2020
Date

Member
Title

Buyer: Ann Bachman

DocuSigned by:
Ann Bachman
E7AB4088E71B4B6...

12/16/2020
Date

Owner
Title

Exemption Evaluation Calculator 2020			109.5
Midway Metals			Points
Project Type Code (Ctrl-C to view)		1	38.0
Current Number Of Employees		3	
Hourly Salary Without Benefits	# Jobs		
Under $13.00			
$13.01-$15.00			
$15.01-$20.00			
$20.01-$28.00	2	Pts. For # Jobs->	20.0
$28.01-$35.00		Pts. For $ Jobs->	6.0
Over $35.00			
TOTAL # OF JOBS CREATED	2		
% GI w/ Local Competition (not downtown)		0%	25.0
Value of Proposed Buildings		$ 365,000	7.5
Downtown Location (Y/N)		N	0.0
Exemption Needed (Y/N)		N	
Startup Firm (Y/N)		Y	13.0
Has Const Started or Has Bldg Been Occupied If Existing (Y/N)		N	0.0
Number of Years (Exemption)		5	
Building Age (if substantial renovation)		0	0.0
RECOMMENDATION IS TO		APPROVE	
Description		Manufacturing	
Estimated New Annual Payroll		$99,840	
Estimated Annual Real Estate Tax		$5,331	
Estimated PV of Exemption		$23,081	
Payroll / PV of Exemption		4.3	
Property Value / # of Jobs		$ 182,500	
Estimated Total of Exemption for Term		$ 26,656	

Projection for 1 year term

Exemption Evaluation Calculator 2020			119.5
Midway Metals			Points
Project Type Code (Ctrl-C to view)		1	38.0
Current Number Of Employees		3	
Hourly Salary Without Benefits	# Jobs		
Under $13.00			
$13.01-$15.00			
$15.01-$20.00			
$20.01-$28.00	9	Pts. For # Jobs->	30.0
$28.01-$35.00		Pts. For $ Jobs->	6.0
Over $35.00			
TOTAL # OF JOBS CREATED	9		
% GI w/ Local Competition (not downtown)		0%	25.0
Value of Proposed Buildings		$ 365,000	7.5
Downtown Location (Y/N)		N	0.0
Exemption Needed (Y/N)		N	
Startup Firm (Y/N)		Y	13.0
Has Const Started or Has Bldg Been Occupied If Existing (Y/N)		N	0.0
Number of Years (Exemption)		5	
Building Age (if substantial renovation)		0	0.0
RECOMMENDATION IS TO		APPROVE	
Description		Manufacturing	
Estimated New Annual Payroll		$449,280	
Estimated Annual Real Estate Tax		$5,331	
Estimated PV of Exemption		$23,081	
Payroll / PV of Exemption		19.5	
Property Value / # of Jobs		$ 40,556	
Estimated Total of Exemption for Term		$ 26,656	

Projection for 3 year term

320

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: COMMISSIONER ARLETTE PRESTON

DATE: JANUARY 25, 2021

RE: LIQUOR CONTROL BOARD REPORT

With the implementation of the COVID guidelines and the mask mandate during the months of October through December, compliance checks identified the Empire Bar as non-compliant through much of that time.

The Liquor Control Board met yesterday, January 20th. I am requesting a report from the Liquor Control Board on final decisions made on non-compliance.

THE CITY OF Fargo
FAR MORE

ASSESSOR'S OFFICE
Fargo City Hall
225 4th Street North
Fargo, ND 58102
Phone: 701.241.1340 | Fax: 701.241.1339
www.FargoND.gov

(34)

January 21, 2021

Board of City Commissioners
City Hall
Fargo, ND 58102

Dear Commissioners:

Attached is the *Application for Abatement or Refund of Taxes #4494* prepared by David Tibbals of Fredrikson & Byron, PA. The application is for the Fargo Doublewood Inn, LP located at 3333 13 Ave S and is requesting a reduction in value from $7,990,500 to $5,000,000 in 2018. The request was changed to $6,348,051 at the initial meeting on January 11.

We have included information regarding the valuation of this property and a comparison to similar properties for equity and the market. The appellant presented an income approach just prior to the last meeting for review. The approach was reviewed and is discussed at further length in the write-up. In brief, the income approach is very seldom used by our office for valuation, since we rarely get enough information to verify its accuracy.

SUGGESTED MOTION:

Denial of the Application of Abatement or Refund of Taxes #4494 on 3333 13 Ave S. and retain the 2018 value.

Sincerely,

Michael Splonskowski
Fargo City Assessor

City of Fargo Assessment Department

Fargo Doublewood Inn LP

2018 Tax Year ~ Abatement Number 4494

Assessment Department Recommendation
01-25-2021

Fargo Doublewood Inn LP

Parcel Number: 01-4021-00025-000

3333 13 Ave S

Owner: Fargo Doublewood Inn LLP

Appeal Summary

David Tibbals, Esq. of Fredrikson & Byron P.A. (preparer) has submitted an "Application For Abatement Or Refund Of Taxes" **(Exhibit #1)** for 3333 13 Ave S (subject). On January 7th, 2021, we received a memo outlining the preparer's support for a lower valuation. Also included were two years of profit and loss statements (2017 and 2018), a STR report dated January 18th, 2019, and an income approach value indication.

The value of the subject property for 2018 is $7,990,500 **(Exhibit #2)**. The preparer originally requested a value of $5,000,000. However, that request was subsequently changed to $6,348,051. The requested reduction would be $1,645,449 or 20.6%.

The subject property is an mid-scale, full service hotel. The property has 172 rooms, was originally built in 1979, and measures 120,362 square feet. It is located along 13th Avenue S, near Interstate-29, and the West Acres Shopping Center **(Exhibit #3)**.

Appellant Analysis

On November 13th, 2020 we requested supporting information from the preparer. Notable requested information included recent appraisals and income and expense data for 2015, 2016, and 2017. On January 12th, 2021, we again requested three prior years income and expenses; as well as occupancy rates, and STR reports for those years. The appellant has been unable to produce those documents.

Our office analyzed the valuation provided by the appellant. The requested valuation is leased-fee in nature, meaning it is specific to the current operator. We found numerous discrepancies surrounding the listing of expense and income items included in the valuation as compared to the profit and loss statement. The valuation of $6,348,051 utilized expense ratios that are higher than what we have observed based on our limited information pool. By using market expenses derived from two competing properties, we arrive at values that are higher than requested.

We analyzed the provided profit and loss statements as well. Those statements only give insight into one year, and do not provide requisite information necessary to form a credible value opinion. Specifically, we are not able to stabilize revenue for three prior years. This would be typical appraisal practice.

Equity Analysis

The subject property is valued at $7,990,500. That equates to $46,456 per room and $66.39 per square foot. We compared the subject value to the true & full values of competing properties. As competing properties, we selected hotels and motels that are classified as "Full Service" facilities; or are classified as "Midscale" properties by STR. We found 20 such properties and observed that their values bracket the subject value on all units of comparison **(Exhibit #4).** Our position is that the subject property is sufficiently equalized with its competitors.

Value Analysis

We performed a cost analysis of the subject property. The cost approach can be summarized by adding the land value to the depreciated replacement cost. As we do for all commercial properties in Fargo, we used the Marshall & Swift Commercial Estimator to develop this analysis. We found the indicated value via the cost analysis to be higher than the true and full value **(Exhibit #5)**.

Sales were also studied to check the reasonableness of the value. We found three comparable sales that occurred around the time of the tax year in question. Those sales are reasonably similar in location, size, and class to the subject. We adjusted the prices of the comparable sales by a negative 15% to account for furniture, fixtures and equipment (FFE). The adjusted prices bracket the subject value in all units of comparison **(Exhibit #6)**.

We also studied *all* lodging sales from the past five years. We were able to find eleven such sales in Fargo. The subject value sits close to the median sale price and the median price per room. The median sale price per square foot of $82.61 is well above the subject value per square foot of $66.55 **(Exhibit #7)**.

Finally, as hotel properties often sell based on a multiplier of gross revenue, we applied a market derived multiplier to the reported income from 2017. This supplemental analysis supports the 2018 value **(Exhibit #8)**.

Fargo Doublewood Inn LP

Parcel Number: 01-4021-00025-000

3333 13 Ave S

Owner: Fargo Doublewood Inn LLP

ASSESSMENT DEPARTMENT RECOMMENDATION

We feel we have demonstrated proper equalization with regard to the subject property. The value is reasonable, fair and equitable based on the aforementioned information. Furthermore, we do not feel the value is unreasonable, arbitrary or capricious. We recommend retaining the true and full value for 2018.

Suggested Motion(s):

Retain the value of $7,990,500 for 2018

Fargo Doublewood Inn LP

Parcel Number: 01-4021-00025-000

3333 13 Ave S

Owner: Fargo Doublewood Inn LLP

Exhibit #1

Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent

State of North Dakota — Assessment District: Fargo

County of: Cass — Property I.D. No.: 01-4021-00025-000

Name: FARGO DOUBLEWOOD INN LP — Telephone No.: (701) 237-8212

Address: 3333 13 AVE S FARGO ND 58103

Legal description of the property involved in this application:

Lot 1 Block 1 WESTRAC 1ST PT LOT 1 & 4 ALL 3 & 4 BLK 1 ALL LOT 3 E 150' LOT 1 THE W 200' OF LOT 4 & ALL OF LOT 2 LESS THE FOLL BEG AT NW COR OF LOT 2 THEN S 44DG36'50"" E ALG SWLY LN OF LOT 2 FOR 47 69' THEN N 89DG57'00"" E ALG S LN OF LOT 2 FOR 15 6 18' THEN N 00DG03'00"" WFOR 30' THENN 88DG50'5 4"" W FOR 189 69' TO BEG ALL BLK 1

Total true and full value of the property described above for the year 2018 is:

Land	$ 1,881,000
Improvements	$ 6,109,500
Total	$ 7,990,500 (1)

Total true and full value of the property described above for the year 2018 should be:

Land	$ 1,200,000
Improvements	$ 3,800,000
Total	$ 5,000,000 (2)

The difference of $ 2,990,500 true and full value between (1) and (2) above is due to the following reason(s):

- ☐ 1 Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- ☑ 2 Residential or commercial property's true and full value exceeds the market value
- ☐ 3 Error in property description, entering the description, or extending the tax
- ☐ 4 Nonexisting improvement assessed
- ☐ 5 Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption
- ☐ 6 Duplicate assessment
- ☐ 7 Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- ☐ 8 Error in noting payment of taxes, taxes erroneously paid
- ☐ 9 Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application
- ☐ 10 Other (explain) _____

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5

1. Purchase price of property $ _____ Date of purchase _____
   Terms: Cash ___ Contract ___ Trade ___ Other (explain) _____
   Was there personal property involved in the purchase price? ___ (yes/no) Estimated value $ _____
2. Has the property been offered for sale on the open market? ___ (yes/no) If yes, how long? _____
   Asking price $ _____ Terms of sale: _____
3. The property was independently appraised ___ (yes/no) Purpose of appraisal _____
   _____ Market value estimate $ _____
   Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is $ _____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s) _____

Applicant asks that the assessment, which presently exceeds the true and full value of the subject property, be reduced to the actual true and full market value of the property as estimated by the taxpayer.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) — Date: 10/30/20 — Signature of Applicant — Date

24775
(2-2016)

Fargo Doublewood Inn LP

Parcel Number: 01-4021-00025-000

3333 13 Ave S

Owner: Fargo Doublewood Inn LLP

Exhibit #2

True & Full Valuation History

Year	ParcelNo	Land Value	Impr Value	Full Value	Total $/SF
2018*	01-4021-00025-000	1,881,000	6,109,500	7,990,500	66.55
2017	01-4021-00025-000	1,117,000	6,873,500	7,990,500	66.55
2016	01-4021-00025-000	1,117,000	6,873,500	7,990,500	66.55
2015	01-4021-00025-000	1,117,000	6,493,000	7,610,000	63.38
2014	01-4021-00025-000	1,117,000	6,493,000	7,610,000	63.38
2013	01-4021-00025-000	1,117,000	5,425,500	6,542,500	54.49
2012	01-4021-00025-000	1,117,000	5,297,200	6,414,200	53.42
2011	01-4021-00025-000	1,117,000	5,110,400	6,227,400	51.86

*Omitted Assessment for 2018

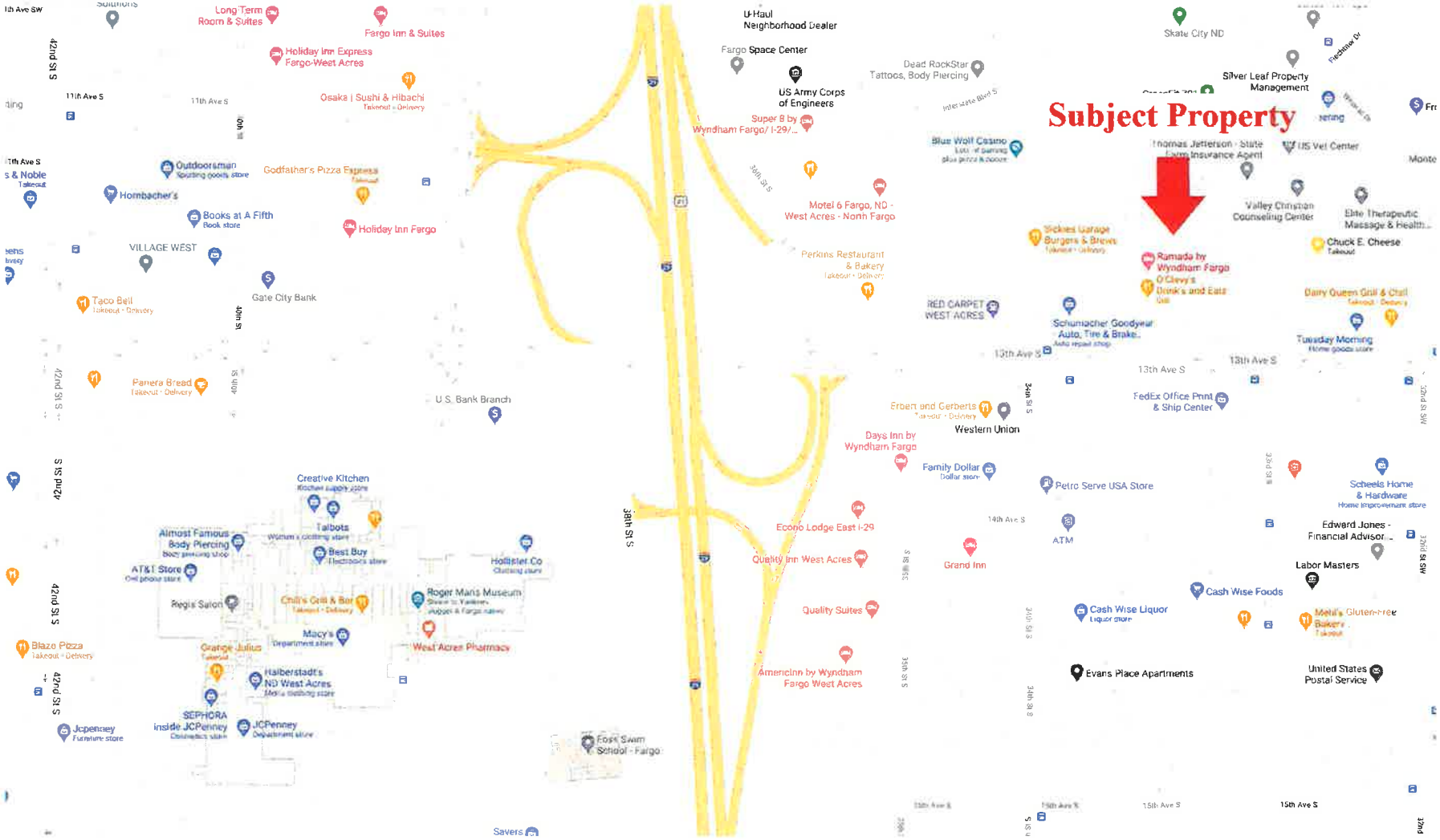
Fargo Doublewood Inn LP

Parcel Number: 01-4021-00025-000

3333 13 Ave S

Owner: Fargo Doublewood Inn LLP

Exhibit #3



Fargo Doublewood Inn LP

Parcel Number: 01-4021-00025-000

3333 13 Ave S

Owner: Fargo Doublewood Inn LLP

Exhibit #4

Equalization Analysis

Property Name	Year Built	Size (SF)	Chain Scale	Class	Room Count	2018 T&F	2018 $/Room	2018 $/SF
3803 13 AVE S | HOLIDAY INN	1972	231,218	Upper Midscale	3 - Full Service	310	21,722,000	70,071	93.95
1635 42 ST S | DELTA HOTELS	1995	193,488	Upper Upscale	3 - Full Service	185	16,408,000	88,692	84.80
201 5 ST N | RADISSON HOTEL	1984	121,240	Upscale	3 - Full Service	151	11,538,000	76,411	95.17
4351 17 AVE S | HILTON GARDEN INN	2008	91,453	Upscale	3 - Full Service	110	11,113,000	101,027	121.52
4400 15 AVE S | CLUBHOUSE HOTEL	2014	82,438	Midscale	2 - Rms & Suites	100	8,855,000	88,550	107.41
2355 46 ST S | LA QUINTA	2008	88,372	Midscale	2 - Rms & Suites	157	8,692,000	55,363	98.36
3333 13 AVE S | RAMADA DOUBLEWOOD	1979	120,070	Midscale	3 - Full Service	172	7,990,500	46,456	66.55
4014 17 AVE S | CANDLEWOOD SUITES	2015	57,963	Midscale	4 - All Suite	97	5,837,000	60,175	100.70
4325 23 AVE S | AMERICINN HOTEL & SUITES	2007	59,383	Midscale	2 - Rms & Suites	86	5,431,000	63,151	91.46
4429 19 AVE S | WINGATE INN	1999	52,442	Midscale	2 - Rms & Suites	83	5,124,000	61,735	97.71
1767 44 ST S | BEST WESTERN KELLY INN	2006	54,665	Midscale	2 - Rms & Suites	83	4,981,000	60,012	91.12
1831 NDSU RSRCH PK DR N | CANDLEWOO	2005	50,806	Midscale	4 - All Suite	72	4,519,000	62,764	88.95
3800 MAIN AVE | BILTMORE HOTEL	1959	58,811	Independent	3 - Full Service	133	4,252,000	31,970	72.30
1901 44 ST S | MAINSTAY SUITES	1999	43,313	Midscale	4 - All Suite	66	3,381,000	51,227	78.06
4625 23 AVE S | SLEEP INN & SUITES	2012	32,291	Midscale	4 - All Suite	62	2,983,000	48,113	92.38
101 BROADWAY N | DONALDSON HOTEL	1900	22,256	Independent	3 - Full Service	17	2,226,000	130,941	100.02
1423 35 ST S | AMERICINN LODGE & SUITES	1992	30,493	Midscale	1 - Limited	60	2,166,000	36,100	71.03
1340 21 AVE S | BAYMONT INN & SUITES	1960	57,702	Midscale	1 - Limited	110	2,108,000	19,164	36.53
1407 35 ST S | QUALITY INN	1987	29,046	Midscale	1 - Limited	64	1,773,000	27,703	61.04
3803 13 AVE S | HOLIDAY INN	1972	231,218	Upper Midscale	3 - Full Service	310	21,722,000	70,071	93.95

	2018 T&F	2018 $/Room	2018 $/SF
Maximum	21,722,000	130,941	121.52
Q3	8,773,500	73,241	98.03
Median	5,124,000	60,175	91.46
Q1	3,182,000	47,285	75.18
Minimum	1,773,000	19,164	36.53
Subject	7,990,500	46,456	66.55

Fargo Doublewood Inn LP

Parcel Number: 01-4021-00025-000

3333 13 Ave S

Owner: Fargo Doublewood Inn LLP

Exhibit #5

Cost Analysis

2018	$/Unit	Units	Indicated Value	*True & Full Value*
Land	8.00	235,119	1,881,000	*1,881,000*
Building	66.52	120,362	8,006,489	*6,109,500*
Indicated Value	82.15	120,362	9,887,489	*7,990,500*

Exhibit #6

Sales Analysis

	Subject	Comp1	Comp2	Comp3
Address	3333 13 Ave S	3803 13 Ave S	201 5 St N	1340 21 Ave S
Name	Ramada	Holiday Inn	Radisson	Baymont Inn
Year Built	1979	1972	1984	1960
Bldg. Size	120,362	231,218	121,240	57,702
Room Count	172	310	151	110
STR Class	Midscale	Upper Midscale	Upscale	Midscale
Class	Full Service	Full Service	Full Service	Limited
Location	Fiechtner	West Acres Area	Downtown	Interstate SE
Sale Date		3/2/2016	12/1/2016	1/21/2016
Contract Price		$21,000,000	$13,870,000	$1,850,000
Specials Unpaid		$343,900	$1,500	$11,000
Less FFE (-15%)		$(3,150,000)	$(2,080,500)	$(277,500)
Adj. Price / *TF Value*	$7,990,500	$18,193,900	$11,791,000	$1,583,500
$ / Unit	$46,456	$58,690	$78,086	$14,395
$ / SF	$66.39	$78.69	$97.25	$27.44

Fargo Doublewood Inn LP

Parcel Number: 01-4021-00025-000

3333 13 Ave S

Owner: Fargo Doublewood Inn LLP

Exhibit #7

Full Sales Analysis

Name	Year Built	STR	Class	Rooms	Size	Sale Date	Adj Sale Price	Price / Room	Price / SF
1340 21 AVE S | BAYMONT INN	1960	Midscale	1 - Limited	110	57,702	01/21/16	1,583,500	14,395	27.44
1040 40 ST S | HOLIDAY INN EXPRESS	1993	Upper Midscale	1 - Limited	77	40,328	03/01/16	7,681,000	99,753	190.46
3803 13 AVE S | HOLIDAY INN	1972	Upper Midscale	3 - Full Service	310	231,218	03/02/16	18,193,900	58,690	78.69
3110 39 ST S | MOTEL 6 SOUTH	1984	Economy	1 - Limited	40	15,000	07/25/16	1,001,900	25,048	66.79
201 5 ST N | RADISSON HOTEL	1984	Upscale	3 - Full Service	151	121,240	12/01/16	11,791,000	78,086	97.25
4711 19 AVE S | HOLIDAY INN EXPRESS	2013	Upper Midscale	1 - Limited	110	70,143	06/08/17	12,113,300	110,121	172.69
3431 14 AVE S | DAYS INN SOUTH	1992	Economy	1 - Limited	75	35,501	10/13/17	2,318,050	30,907	65.30
1423 35 ST S | AMERICINN LODGE	1992	Midscale	1 - Limited	60	30,493	03/30/18	2,519,000	41,983	82.61
1202 36 ST S | MOTEL 6 NORTH	1974	Economy	1 - Limited	96	38,510	09/25/18	1,128,650	11,757	29.31
5064 23 AVE S | FOUR POINTS	2013	Upscale	2 - Rms & Suites	90	64,280	03/26/19	7,805,400	86,727	121.43
1507 19 AVE N | DAYS INN	1994	Economy	1 - Limited	60	27,851	09/20/19	2,435,350	40,589	87.44

	Adj Sale Price	Price / Room	Price / SF
Maximum	18,193,900	110,121	190.46
Q3	9,798,200	82,406	109.34
Median	2,519,000	41,983	82.61
Q1	1,950,775	27,977	66.04
Minimum	1,001,900	11,757	27.44
Subject	7,990,500	46,456	66.55

Fargo Doublewood Inn LP

Parcel Number: 01-4021-00025-000

3333 13 Ave S

Owner: Fargo Doublewood Inn LLP

Exhibit #8

Income Analysis

Sale Date	Adj Sale Price	Est Stable Income*	GIM
03/26/19	7,805,400	1,293,079	6.04
06/08/17	12,113,300	2,348,909	5.16
03/01/16	7,681,000	2,329,597	3.30
12/01/16	11,791,000	4,205,892	2.80
09/20/19	2,435,350	949,801	2.56
01/21/16	1,583,500	634,553	2.50
03/30/18	2,519,000	1,043,824	2.41
10/13/17	2,318,050	1,014,386	2.29
07/25/16	1,001,900	442,593	2.26
03/02/16	18,193,900	8,079,125	2.25
09/25/18	1,128,650	750,833	1.50

	Income Multiplier
Maximum	6.04
Q3	3.05
Median	2.50
Q1	2.27
Minimum	1.50

Subject Reported Income, 2017	$3,411,635

	Multiplier	Indicated Value
3rd Quarter	3.05	10,405,487
Median	2.50	8,529,088
1st Quarter	2.27	7,744,411

**Estimated stabilized income extracted from reported lodging tax, three year rolling average prior to sale.*

THE CITY OF Fargo FAR MORE

(35)

MEMORANDUM

TO: FARGO CITY COMMISSION

FROM: JIM GILMOUR, STRATEGIC PLANNING DIRECTOR

DATE: JANUARY 20, 2021

SUBJECT: REQUEST FOR TAX INCREMENT FINANCING

The City of Fargo received a request for Tax Increment Financing (TIF) for the redevelopment of a site at 2301 University Drive South. Attached is a copy of the request.

The 11-acre site is mostly vacant. There is a vacant Kmart building, which is 93,000 square feet in size, and a Burger King restaurant on the site. According to City records, the Kmart building was constructed in 1963 and Burger King in 1976.

The proposed project would demolish existing buildings and prepare the site for redevelopment. The plan is to construct about 170 housing units, commercial buildings, including a grocery store, and stand-alone commercial buildings along University Drive on the east side of the site.

The site appears to have blighted conditions and the need to remove buildings and foundations prior to redevelopment. Tax Increment Financing may be needed for the redevelopment of this site. The property is zoned Limited Commercial that allows retail land uses and multi-family housing with a conditional use permit.

Fargo TIF policy calls for the City Commission to review the request to determine if staff should proceed to work with the developer on a renewal plan, and forward an application to the City financial advisers for review.

RECOMMENDED MOTION: Authorize staff to submit a TIF application to the financial adviser for review, prepare a renewal plan and a development agreement for redevelopment of property at 2301 University Drive South.

Attachments

ENCLAVE

P: 701.478.4300
1 2ND STREET N STE. 102
FARGO, ND 58102
enclavecompanies.com

January 20, 2021

Jim Gilmour
Director of Strategic Planning and Research
City of Fargo
225 4th St N
Fargo, ND 58102

RE: 2301 S University Dr, Fargo, ND 58103

Dear Mr. Gilmour,

Enclave Development, LLC in collaboration with GFI Dakota Development, LLC politely requests to be added to the Fargo City Commission agenda on January 25th. We request the City's support to move forward with the Tax Increment Financing (TIF) application process as well as to consider establishing a housing Payment in Lieu of Taxes (PILOT) on the development property, as determined by the City's third-party financial review. The subject property, located at 2301 S University Dr., contains approximately 11.7 acres which currently includes the 90,000 square foot vacant big-box ("Kmart building") and the Burger King building. The estimated TIF eligible costs at this time are shown below.

TIF Eligible Costs Budget		
Soil Remediation (environmental)	$	125,000.00
Building Demolition and Abatement	$	2,150,000.00
Acquisition Costs	$	TBD
Public Infrastructure	$	100,000.00
Legal and TIF Fees	$	50,000.00
Total	**$**	**TBD**

*TIF eligible costs are estimated at this point in time and will be finalized after pursuit of TIF approval.

The site presents a set of unique challenges for redevelopment along the University South corridor. After working diligently to find a solution to reuse the vacant Kmart building, it was determined to be economically unfeasible. The extensive redevelopment cost for the site would include the building abatement, site demolition, acquisition, and removal of the vacant Kmart building. In addition, we propose to include 34 units to be set aside for affordable housing to establish a housing PILOT. These units would follow HUD guidelines for Area Median Income (AMI) and restricted rental rates.

The promotion of infill development is the number two ranked priority within the Fargo Go2030 Comprehensive Plan. There is an obvious need for redevelopment along the South University corridor and this development will serve as a catalyst for future developments and improvements in the area. The planned redevelopment includes 170 multifamily units, grocer, inline commercial retail, and a mix of standalone uses fronting University Drive. The current taxable value of the vacant site is $5.9M, which is greater than the market value of the site. The total site development is projected to cost +/-$35M and will not otherwise occur but for the assistance provided through TIF.

Sincerely,

Austin Morris, CEO
Enclave Development, LLC

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

2301 University

1:4,514

1/20/2021 12:54:12 PM

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

THE CITY OF Fargo FAR MORE

CITY OF
Fargo
ASSESSMENT DEPARTMENT

3b(a)

January 11, 2021

Board of City Commissioners
City Hall
Fargo, ND 58102

Dear Commissioners:

Chapter 57-02.2 of the North Dakota Century Code provides for a property tax exemption for certain types of improvements made to existing buildings.

I have attached a copy of an application for real estate tax exemption of building improvements for the property at 1539 14 St S as submitted by Janice Knecht. A description of the property involved, types of improvements to be made, and assessment information are indicated on the application.

It is my opinion that the value of some of the improvements, referred to in the application, qualifies for the exemption. This exemption would be for the years 2021, 2022, 2023, 2024 & 2025.

The estimated annual tax revenue lost by granting the exemption, based upon the estimated cost of the improvements, would be about $255 with the City of Fargo's share being $45.

Sincerely,

Mike Splonskowski
City Assessor

bsb
attachment

225 4th Street N. • Fargo, ND 58102 • Phone (701) 241-1340 • Fax (701) 241-1339

Application For Property Tax Exemption For Improvements To Commercial And Residential Buildings

North Dakota Century Code ch. 57-02.2

(File with the local city or township assessor)

Property Identification

1. Name of Property Owner Janice Knecht Phone No. 701-298-9503
2. Address of Property 1539 14 St S

   City FARGO State ND Zip Code 58103
3. Legal description of the property for which the exemption is being claimed. Lt 10, Blk 17 Morton & Dotys
4. Parcel Number 01-2040-04000-000 Residential ☑ Commercial ☐ Central Business District ☐
5. Mailing Address of Property Owner Same

   City Fargo State ND Zip Code 58103

Description Of Improvements For Exemption

6. Describe the type of renovating, remodeling or alteration made to the building for which the exemption is being claimed (attach additional sheets if necessary). Remodel bath & laundry room in basment, remodel main floor bath
7. Building Permit No. 20070906 8. Year Built 1954
9. Date of Commencement of making the improvement July 2020
10. Estimated market value of property before improvement $ 172,500
11. Cost of making the improvement (all labor, material and overhead) $ 48,932.40
12. Estimated market value of property after improvement $ 193,400

Applicant's Certification and Signature

13. I certify that the above information is correct to the best of my knowledge and I apply for this exemption.

    Applicant's Signature Janice Knecht Date 1-6-2021

Assessor's Determination

14. The local assessor finds that the improvements in this application has ☒ has not ☐ met the qualifications for exemption for the following reason(s):

    Assessor's Signature [illegible] Date 1-19-2021

Action of Governing Body

15. Action taken on this application by local governing board of the county or city: Denied ☐ Approved ☐

    Approval subject to the following conditions:

    Chairman of Governing Body Date

CITY OF Fargo

ASSESSMENT DEPARTMENT

366

January 11, 2021

Board of City Commissioners
City Hall
Fargo, ND 58102

Dear Commissioners:

Chapter 57-02.2 of the North Dakota Century Code provides for a property tax exemption for certain types of improvements made to existing buildings.

I have attached a copy of an application for real estate tax exemption of building improvements for the property at 3701 Fairway Rd N as submitted by Allison Kenniger. A description of the property involved, types of improvements to be made, and assessment information are indicated on the application.

It is my opinion that the value of some of the improvements, referred to in the application, qualifies for the exemption. This exemption would be for the years 2021, 2022, 2023, 2024 & 2025.

The estimated annual tax revenue lost by granting the exemption, based upon the estimated cost of the improvements, would be about $310 with the City of Fargo's share being $55.

Sincerely,

Mike Splonskowski
City Assessor

bsb
attachment

225 4th Street N. • Fargo, ND 58102 • Phone (701) 241-1340 • Fax (701) 241-1339

Application For Property Tax Exemption For Improvements To Commercial And Residential Buildings

North Dakota Century Code ch. 57-02.2

(File with the local city or township assessor)

Property Identification

1. Name of Property Owner ALLISON KENNIGER Phone No. 701 799 6711
2. Address of Property 3701 FAIRWAY RD N

   City FARGO State ND Zip Code 58102
3. Legal description of the property for which the exemption is being claimed.

   BLK 2, LOT 11, GOLD COURSE 3RD
4. Parcel Number 01-1003-00430-000 Residential ☒ Commercial ☐ Central Business District ☐
5. Mailing Address of Property Owner 3701 FAIRWAY RD N

   City FARGO State ND Zip Code 58102

Description Of Improvements For Exemption

6. Describe the type of renovating, remodeling or alteration made to the building for which the exemption is being claimed (attach additional sheets if necessary). REMODEL THE EXISTING KITCHEN
7. Building Permit No. 20040130 8. Year Built 1976
9. Date of Commencement of making the improvement 5/6/20
10. Estimated market value of property before improvement $ 360,500
11. Cost of making the improvement (all labor, material and overhead) $ 75,000
12. Estimated market value of property after improvement $ 386,000

Applicant's Certification and Signature

13. I certify that the above information is correct to the best of my knowledge and I apply for this exemption.

    Applicant's Signature [signature] Date 1-6-21

Assessor's Determination

14. The local assessor finds that the improvements in this application has ☒ has not ☐ met the qualifications for exemption for the following reason(s):

    Assessor's Signature [signature] Date 1-19-2021

Action of Governing Body

15. Action taken on this application by local governing board of the county or city: Denied ☐ Approved ☐

    Approval subject to the following conditions:

    Chairman of Governing Body Date

Submit Via Email

CITY OF Fargo

ASSESSMENT DEPARTMENT

(36a)

January 12, 2021

Board of City Commissioners
City Hall
Fargo, ND 58102

Dear Commissioners:

Chapter 57-02.2 of the North Dakota Century Code provides for a property tax exemption for certain types of improvements made to existing buildings.

I have attached a copy of an application for real estate tax exemption of building improvements for the property at 2410 16 St S as submitted by Audrey & Jordan Wermager. A description of the property involved, types of improvements to be made, and assessment information are indicated on the application.

It is my opinion that the value of some of the improvements, referred to in the application, qualifies for the exemption. This exemption would be for the years 2021, 2022, 2023, 2024 & 2025.

The estimated annual tax revenue lost by granting the exemption, based upon the estimated cost of the improvements, would be about $80 with the City of Fargo's share being $15.

Sincerely,

Mike Splonskowski
City Assessor

bsb
attachment

225 4th Street N. • Fargo, ND 58102 • Phone (701) 241-1340 • Fax (701) 241-1339

Application For Property Tax Exemption For Improvements To Commercial And Residential Buildings

North Dakota Century Code ch. 57-02.2
(File with the local city or township assessor)

Property Identification

1. Name of Property Owner Audrey & Jordan Wermager Phone No. 507.202.9973
2. Address of Property 2410 16 St S
   City FARGO State ND Zip Code 58103
3. Legal description of the property for which the exemption is being claimed. Lt 20 Blk 6 Oak Manor 2nd
4. Parcel Number 01-2211-00670-000 Residential ☒ Commercial ☐ Central Business District ☐
5. Mailing Address of Property Owner same
   City _____ State _____ Zip Code _____

Description Of Improvements For Exemption

6. Describe the type of renovating, remodeling or alteration made to the building for which the exemption is being claimed (attach additional sheets if necessary). Partial basement remodel
7. Building Permit No. 19060039 8. Year Built 1971
9. Date of Commencement of making the improvement June 2020
10. Estimated market value of property before improvement $ 220,300
11. Cost of making the improvement (all labor, material and overhead) $ 8,500.00
12. Estimated market value of property after improvement $ _____

Applicant's Certification and Signature

13. I certify that the above information is correct to the best of my knowledge and I apply for this exemption.
    Applicant's Signature Audrey Wermager Date 1-12-2021

Assessor's Determination

14. The local assessor finds that the improvements in this application has ☒ has not ☐ met the qualifications for exemption for the following reason(s): _____
    Assessor's Signature [illegible] Date 1-19-2021

Action of Governing Body

15. Action taken on this application by local governing board of the county or city: Denied ☐ Approved ☐
    Approval subject to the following conditions: _____
    Chairman of Governing Body _____ Date _____

Submit Via Email

CITY OF Fargo

ASSESSMENT DEPARTMENT

3bd

January 13, 2021

Board of City Commissioners
City Hall
Fargo, ND 58102

Dear Commissioners:

Chapter 57-02.2 of the North Dakota Century Code provides for a property tax exemption for certain types of improvements made to existing buildings.

I have attached a copy of an application for real estate tax exemption of building improvements for the property at 3014 Elm St N as submitted by Chelaine & Joshua Anderson. A description of the property involved, types of improvements to be made, and assessment information are indicated on the application.

It is my opinion that the value of some of the improvements, referred to in the application, qualifies for the exemption. This exemption would be for the years 2021, 2022, 2023, 2024 & 2025.

The estimated annual tax revenue lost by granting the exemption, based upon the estimated cost of the improvements, would be about $585 with the City of Fargo's share being $100.

Sincerely,

Mike Splonskowski
City Assessor

bsb
attachment

225 4th Street N. • Fargo, ND 58102 • Phone (701) 241-1340 • Fax (701) 241-1339

Application For Property Tax Exemption For Improvements To Commercial And Residential Buildings

North Dakota Century Code ch. 57-02.2

(File with the local city or township assessor)

Property Identification

1. Name of Property Owner Chelaine + Joshua Anderson Phone No. C: 701-370-8481 J: 701-367-2007
2. Address of Property 3014 Elm St. N.

   City FARGO State ND Zip Code 58102
3. Legal description of the property for which the exemption is being claimed.

   Lot 3 Block 8 Edgewood 2nd
4. Parcel Number 01-0730-00781-000 Residential ☒ Commercial ☐ Central Business District ☐
5. Mailing Address of Property Owner Same

   City State Zip Code

Description Of Improvements For Exemption

6. Describe the type of renovating, remodeling or alteration made to the building for which the exemption is being claimed (attach additional sheets if necessary). Update Interior of House
7. Building Permit No. D000010 8. Year Built 1973
9. Date of Commencement of making the improvement [redacted] 8/25/20
10. Estimated market value of property before improvement $ 250,600
11. Cost of making the improvement (all labor, material and overhead) $ 50,000
12. Estimated market value of property after improvement $ 295,000

Applicant's Certification and Signature

13. I certify that the above information is correct to the best of my knowledge and I apply for this exemption.

    Applicant's Signature [signature] Date 1/7/21

Assessor's Determination

14. The local assessor finds that the improvements in this application has ☒ has not ☐ met the qualifications for exemption for the following reason(s):

    Assessor's Signature [signature] Date 1-17-2021

Action of Governing Body

15. Action taken on this application by local governing board of the county or city: Denied ☐ Approved ☐

    Approval subject to the following conditions:

    Chairman of Governing Body Date

THE CITY OF Fargo FAR MORE

OFFICE OF THE MAYOR
DR. TIM MAHONEY
Fargo City Hall
225 4th Street North
Fargo, ND 58102-4817
Phone: 701.241.1310 | Fax: 701.476.4136
www.FargoND.gov

37a

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: MAYOR TIMOTHY J. MAHONEY

DATE: JANUARY 25, 2021

SUBJECT: APPOINTMENT TO THE NATIVE AMERICAN COMMISSION

Heather Keeler, who served on the Native American Commission, has resigned her position. Her term would have expired on June 30, 2023.

I am recommending the appointment of Emily Sargent to fill the vacancy created by the resignation of Ms. Keeler. Ms. Sargent's appointment to the Board will expire on June 30, 2023. Ms. Sargent's web application is attached for your reference.

Your favorable consideration of this recommendation will be greatly appreciated.

RECOMMENDED MOTION: To approve the appointment of Emily Sargent to fill the unexpired term of Heather Keeler on the Native American Commission for a term ending June 30, 2023.

mmappts21nac

Kember Anderson

From:	noreply@cityoffargo.com
Sent:	Wednesday, December 02, 2020 12:47 PM
To:	Commissions Applications
Subject:	New Form Submission: Getting involved in government
Attachments:	Curriculum Vitae_Sargent_Clinical_100520.pdf

Name:
[Emily Sargent]
Mailing Address:
[5009 43rd street south]
City:
[Fargo]
State:
[North Dakota]
Zip:
[58104]
Work Phone:
[BLANK]
Home Phone:
[7013715918]
E-mail:
[emily.sargent@sanfordhealth.org]
Which boards or commissions would you like to be considered for?
[Native American Commission]
Briefly state why you would like to be on this panel:
[I would like to be involved with the Native American Commission because I greatly value integrating our Native American culture and values into the city of Fargo and also providing more resources and supports to the Native American community in Fargo. I am tribal member of White Earth Nation in Minnesota, however, I went to high school and college in Fargo, and often grew up in urban settings. I see the value in having a commission like this to implement cultural activities in the Fargo area for our Native American youth and adults.]
How many hours per month could you volunteer as a panel member?
[1-10 hours per month.]
Please list any past experience you have with city government here or in other cities:
[I have some experience working with tribal government at White Earth Nation (MN) where I am a tribal member. I worked briefly with the tribe related to psychology research and IRBs.]
Please describe any professional experience you have related to the responsibilities of the panel you are interested in:
[I am currently a psychology resident at Sanford Health in Fargo (in my last year of training to be a licensed clinical psychologist) and I specialize in traumatic stress and PTSD, specifically with Native American populations. I have previously worked as a mental health therapist for my tribal community (White Earth Nation) for several years. Thus, my experience working with Native American populations and utilizing our traditional practices in emotional and mental health healing, could provide more expertise and guidance to the commission.]

We will retain your application for three years and consider you for the board you have indicated interest in when a vacancy arises.

Copyright © 2020 City of Fargo

THE CITY OF Fargo FAR MORE

OFFICE OF THE MAYOR
DR. TIM MAHONEY
Fargo City Hall
225 4th Street North
Fargo, ND 58102-4817
Phone: 701.241.1310 | Fax: 701.476.4136
www.FargoND.gov

376

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: MAYOR TIMOTHY J. MAHONEY

DATE: JANUARY 25, 2021

SUBJECT: APPOINTMENT TO THE COMMUNITY DEVELOPMENT COMMITTEE

The term of Ken Enockson as a public member on the Community Development Committee expired on December 31, 2020. Mr. Enockson is willing to continue his service on the Board.

I am, therefore, recommending the reappointment of Mr. Enockson to serve as public member on the Community Development Committee for a three-year term ending December 31, 2023.

Your favorable consideration of this recommendation will be greatly appreciated.

RECOMMENDED MOTION: To approve the reappointment of Ken Enockson as a public member on the Community Development Committee for a three-year term ending December 31, 2023.

mmappt21cdc