

FARGO CITY COMMISSION AGENDA
Monday, February 24, 2020 - 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, February 10, 2020).

CONSENT AGENDA – APPROVE THE FOLLOWING:

- 1. Applications for Games of Chance:
 - a. North Central Turfgrass Association for a raffle on 2/26/20.
 - b. Gigi's Playhouse Fargo for a raffle on 3/6/20; Public Spirited Resolution.
 - c. St. Joseph's School for a raffle on 3/21/20.
 - d. St. Mary's Cathedral for a raffle on 5/3/20.
- 2. Negative Final Balancing Change Order No. 2 in the amount of -\$576.00 for Project No. TP-19-B1.
- 3. Settlement Agreement and Mutual Release of Claims (Amendment #1) with Master Construction Co., Inc.
- 4. Bid award for Professional Services for Project No. MS-19-H1.
- 5. Receive and file a report of City investment holdings as of 12/31/19.
- 6. Mural Agreement with Catie Miller.
- 7. Amendment to Purchase of Service Agreement with ND Department of Human Services for mobile outreach program.
- 8. Memorandum of Understanding with Sanford Medical Center Fargo.
- 9. Resolution Approving Plat of Progressive Retail Center Addition.
- 10. Proposal from Rebuilding Together for the redevelopment of 1015, 1019, 1023 and 1027 13th Avenue South.
- 11. Request for Bids for Public Facility Improvements at the Gladys Ray Homeless Shelter
- 12. Resolution Establishing Application and Approval Process and Eligibility Criteria for Civil Asset Forfeiture.
- 13. Application for Appropriation from Civil Asset Forfeiture Fund for a two-year subscription to tip411.

- Page 2
14. Application for Appropriation from Civil Asset Forfeiture Fund for Fargo Police Department Crimes against Children Unit Evidence Storage Server.
 15. Bid award for aggregate materials, concrete, asphalt and emulsified asphalt (RFP20012).
 16. License Agreement with the Park District of the City of Fargo (primitive trail).
 17. License Agreement with the Park District of the City of Fargo (biking trail).
 18. Bid award for fuel purchase for the 3rd and 4th quarters of 2020 (RFV20010).
 19. Amendment to Contract No. 38180972A with the NDDOT.
 20. Contract and bond for Project No. UR-19-E1.
 21. Bills.
 22. Change Order Nos. 15 and 16 for an increase in the amount of \$27,597.51 for Improvement District No. BR-18-A1.
 23. Joint Powers Agreement with Cass Rural Water Users District for the 64th Avenue South water main (Improvement District No. BN-20-C1).
 24. Bid award for Improvement District Nos. BR-20-C1 and BR-20-E1.
 25. Create Improvement District No. PR-20-E.

REGULAR AGENDA:

26. In-lieu payment from Prairie St. John's for the planting of 40 new trees in Island Park and the surrounding area.
27. Public Hearings - 5:15 pm:
 - a. CONTINUE to 3/9/20 – Section 5307 Federal Transportation Administration Grant Preliminary Program of Projects for 2020.
 - b. WITHDRAWN - Application filed by 3 Kings Lounge LLC d/b/a 3 Kings Lounge for a Class "CW" Alcoholic Beverage License to be located at 21 18th Street South; continued from the 1/27/20 Regular Meeting.
 - c. Application filed by STL of North Dakota, Inc. d/b/a Target Wine and Spirits for a Class "B-Limited" Alcoholic Beverage License to be located at 4202 13th Avenue Southwest.
 - d. Special Assessments for Sewer Repairs.
 - e. CONTINUE to 3/9/20 - Alley Vacation of the alley between Lot 12, Block 26 and a part of Lot 7 and all of Lots 8-12, Block 25, Roberts Second Addition (1001 NP Avenue North and 28 10th Street North); approval recommended by the Planning Commission on 7/2/19; continued from the 8/12/19, 8/26/19, 10/21/19, 11/18/19, 12/16/19, 1/27/20 and 2/10/20 Regular Meetings.

- Page 3 28. Request for Tax Increment Financing (TIF) for a project to be located at 703, 705 and 711 10th Avenue North.
29. Appointments to the Airport PEC.
30. Applications for property tax exemptions made to buildings:
- a. Bill J. and Denise M. Duke, 419 9th Avenue South (5 year).
 - b. Jean C. Voorhees, 319 Broadway North, Unit 306 (5 year).
 - c. DC Rehab LLC, 1146 2nd Street North (5 year).
 - d. Russell L. Forsman, 1202 11th Avenue North (5 year).
31. Spring Flood Update:
- a. Bid award for flood fight materials (RFP20044).

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 www.FargoND.gov/citycommission.



February 24, 2020

Honorable Board of City Commissioners
City Hall, 225 4th St N
Fargo, ND 58102

Commissioners:

Prairie St. Johns Hospital, in partnership with Schultz and Associates Architects will soon be proceeding with the construction of a new 4-story, 128 bed replacement behavior health hospital on the SE portion of the property. There are eight publicly owned street trees along 6th Ave S (four of them being mature oak) proposed to be removed as part of their project.

Due to numerous site challenges and project complexities, there are no options for constructing the hospital in a different location. There are no options for attempting construction without removing the trees.

Options for tree mitigation were discussed with the Public Works Project Evaluation Committee that included the in lieu planting of additional trees on-site (very few on-site locations), or near on-site.

Revised Chapter 19 Tree Preservation and Protection ordinance will state how street tree impacts are consistently handled in the future. In this case, Forestry, Fargo Park District, and Schultz Associates reviewed and discussed options and consulted with Prairie St. Johns owners. An acceptable and creative agreement was reached.

In addition to the planting of Land Development Code required new street trees along 6th Ave S, Prairie St. Johns has agreed to provide funding for 40 new trees to be planted in Island Park and the surrounding area. This includes current vacancies, and ash diversification opportunities in preparation for Emerald Ash Borer.

Forestry will work with Prairie St. Johns and/or their landscape contractor to pay for and secure the trees. Installation will be completed by the city in partnership with parks forestry staff.

At their November 12, 2019 meeting, the PWPEC supported this approach (ROA attached).

Suggested motion:

Accept the in-lieu payment from Prairie St. Johns for the planting of 40 new trees in Island Park and the surrounding area. This will be included in a Developers or Right-of-Way Use Agreement.

Your approval of this request is appreciated.

Sincerely,

Scott Liudahl, City Forester

Cc: Ben Dow, Bruce Grubb, Kent Costin

Commission 2020 Prairie St Johns.doc

REPORT OF ACTION

PUBLIC WORKS PROJECTS EVALUATION COMMITTEE

Type: Tree Preservation

Location: Prairie St. Johns

Date of Hearing: 11/12/2019

RoutingDate

City Commission

PWPEC File

Project File

X
Scott Liudahl

The Committee reviewed communication from City Forester, Scott Liudahl, regarding the proposed construction of the behavior health hospital on the SE portion of the existing Prairie St. Johns Hospital property.

As discussed previously, Schultz and Associates Architects is proposing the construction of a new 4-story, 128 bed replacement behavior health hospital on the SE portion of the existing Prairie St. Johns Hospital property. There are eight publicly owned trees along 6th Ave S (four of them being mature oak) proposed to be removed as part of their project.

Due to numerous site challenges and project complexities, there are no options for constructing the hospital in a different location. There are no options for attempting construction without removing the trees. Forestry, Fargo Park District, and Schultz Associates reviewed and discussed options and consulted with Prairie St. Johns owners. An acceptable compromise has been reached.

In addition to the planting of Land Development Code required new street trees along 6th Ave S, Prairie St. Johns has agreed to provide funding for 40 new trees to be planted in Island Park and the surrounding area. This includes current vacancies, and ash diversification opportunities in preparation for Emerald Ash Borer.

Forestry will work with Prairie St. Johns and/or their landscape contractor to pay for and secure the trees. Installation will be completed by the City in partnership with parks forestry staff.

On a motion by Nicole Crutchfield, seconded by Bruce Grubb, the Committee voted to recommend approval of the proposed construction plan and accept the in-lieu payment from Prairie St. Johns for the planting of 40 new trees in Island Park and the surrounding area with installation by Forestry, owner will provide the trees.

RECOMMENDED MOTION

Concur with the PWPEC recommendation and approve the proposed construction plan and accept payment for the planting of 40 new trees in Island Park and surrounding area with installation by Forestry, owner will provide the trees.

PROJECT FINANCING INFORMATION:Recommended source of funding for project: N/A

Developer meets City policy for payment of delinquent specials

Agreement for payment of specials required of developer

Letter of Credit required (per policy approved 5-28-13)

Yes No

N/AN/AN/ACOMMITTEE

Present Yes No Unanimous

☒

Tim Mahoney, Mayor

☐☐☐

Nicole Crutchfield, Director of Planning

☒☒☐

Steve Dirksen, Fire Chief

☒☒☐Ryan Erickson

Bruce Grubb, City Administrator

☒☒☐

Ben Dow, Director of Operations

☒☒☐

Steve Sprague, City Auditor

☐☐☐

Brenda Derrig, City Engineer

☒☒☐

Kent Costin, Finance Director

☒☒☐

ATTEST:



Brenda E. Derrig, P.E.
 City Engineer

PUBLIC WORKS OPERATIONS

Fleet Management, Forestry,
Streets & Sewers, Watermeters,
Watermains & Hydrants
402 23rd STREET NORTH
FARGO, NORTH DAKOTA 58102
PHONE: (701) 241-1465
FAX: (701) 241-8100

To: Brenda Derrig, City Engineer; PWPEC
From: Scott Liudahl, City Forester
Re: Updated - tree preservation – Prairie St. Johns Redevelopment Project
Date: 11/12/19

As discussed previously, Schultz and Associates Architects is proposing the construction of a new 4-story, 128 bed replacement behavior health hospital on the SE portion of the existing Prairie St. Johns Hospital property. There are eight publicly owned trees along 6th Ave S (four of them being mature oak) proposed to be removed as part of their project.

Due to numerous site challenges and project complexities, there are no options for constructing the hospital in a different location. There are no options for attempting construction without removing the trees.

The ability for truck traffic to head east on 6th Ave, south on 3rd St, and exit west on 7th Ave, was considered and evaluated. Not an option due to the narrow width of 3rd St. The turn-around cul-de-sac at the east end of 6th Ave S remains.

The options for tree mitigation discussed at the October 28, 2019, PWPEC meeting included the in lieu planting of additional trees on-site (very few on-site locations), or near on-site.

Forestry, Fargo Park District, and Schultz Associates reviewed and discussed options and consulted with Prairie St. Johns owners. An acceptable compromise has been reached.

In addition to the planting of Land Development Code required new street trees along 6th Ave S, Prairie St. Johns has agreed to provide funding for 40 new trees to be planted in Island Park and the surrounding area. This includes current vacancies, and ash diversification opportunities in preparation for Emerald Ash Borer.

Forestry will work with Prairie St. Johns and/or their landscape contractor to pay for and secure the trees. Installation will be completed by the city in partnership with parks forestry staff.

Suggested motion:

Support the proposed construction plan for the new hospital, and accept the in-lieu payment from Prairie St. Johns for the planting of 40 new trees in Island Park and the surrounding area.

Thank you.

PWPEC Prairie St Johns 11-12-19 (projects-areas).doc

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NOTICE OF HEARING

Application for Alcoholic Beverage License

Notice is hereby given that the Board of City Commissioners of the City of Fargo, North Dakota, will conduct a Public Hearing in the City Commission Room, City Hall, on Monday, February 24, 2020 at 5:15 o'clock p.m. to consider an application for a Class "B-Limited" Alcoholic Beverage License for STL of North Dakota, Inc d/b/a: Target Wine & Spirits to be located at 4202 13 Ave SW, Fargo.

Any interested person may appear and will be heard.

City Auditor's Office
(February 10, 2020)

MEMORANDUM

TO: Board of City Commissioners
FROM: Steven Sprague, City Auditor
SUBJECT: Liquor License Application – Target
DATE: February 19, 2020

The following application for a liquor license was received by the Auditor's office and reviewed by the Liquor Control Board:

License Class: B-Limited Off-Sale
Business Name: Target Wine & Spirits
Location: 4202 13th Avenue South
Applicants: STL of North Dakota (Target); Janie Brown-Wiese, Aaron Onkka

Being no significant concerns, the Liquor Control Board voted to approve the issuance of a Class B-Limited liquor license to STL of North Dakota, Inc. d/b/a Target Wine & Spirits. The complete application is available for review in the Auditor's Office.

It is important to note the applicant is aware of the ordinance limitation stating the licensed premise may not be any closer than 100 feet to a grocery store, drug store or gasoline service station, and further that the board of city commissioners is authorized to determine compliance with this requirement when the owner of the liquor store is the same owner as the grocery store, drug store, or gasoline service. Target has submitted designs for the licensed premise to meet that requirement.

Recommended Motion:

Move to determine the licensed premise meets the 100 foot rule and approve the issuance of a Class B-Limited alcoholic beverage license to Target Wine & Spirits

MEMORANDUM

TO: Chief David Todd

FROM: Sergeant Matt Christensen

DATE: February 3rd, 2020

SUBJECT: Application for a Class "B-Limited" Alcoholic Beverage License for STL of North Dakota, Inc d/b/a: Target Wine & Spirits to be located at 4202 13th Avenue Southwest, Fargo, ND.

In accordance with Section 25-1505 of the Fargo Municipal Code, I have conducted an investigation into the character, reputation and fitness of the applicant(s) listed on the supplied application.

During this investigation I questioned the applicant's criminal background, credit history, past residence history as well as any interaction they have had with law enforcement in any state.

The following information was discovered through this investigation:

Janine Brown-Wiese - Applicant

Criminal History- No areas of concern

Credit History- No areas of concern

Aaron Onkka - Manager

Criminal History- DUI in Stearns County, MN in 2005
Pled Guilty- 6 years Supervised Probation and \$512 fine

Credit History- No areas of concern

Investigation Notes

Target plans to add on to their existing store to accommodate a liquor store. The liquor store will not be accessible from the inside of the current Target store and will only have an exterior entrance, keeping the liquor store completely separate from the existing Target store. During this investigation, there were not any issues found that would suggest the issuance of this liquor license would cause any problems.

Business Location

Target Wine & Spirits will be located at 4202 13th Avenue South, Fargo, ND. Other businesses in the area with an alcoholic beverage license include; Shotgun Sally's, Buffalo Wild Wings, Delta Hotels, Granite City, Chili's, Crave, Kobe's Japanese Cuisine, Nail Deluxe, Olive Garden, Red Lobster, and Holiday Inn.

Conclusion

I believe I have discovered all information related to the listed applicant(s) and all information related to the issuance of the requested liquor license. I have provided this completed background investigation to Fargo Police Chief David Todd for his review and recommendation.



APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

Company name (LLC, Inc): STL of North Dakota, Inc.Doing business as: Target Wine & SpiritsBusiness address (location): 4202 13th Ave. SW, Fargo, ND 58103Mailing address: P.O. Box 9471, Minneapolis, MN 55440-9471Business e-mail address: liquor.licensing@target.comPhone number: (701) 282-7400 (store) Anticipated Date of Opening: Fall 2020

(612) 761-5959 (HQ)

The following section to be completed by City Staff:Date Received by Auditor's Office: 1/23/2020Investigations Fee Paid (\$250) ☒ Yes ☐ No Date Paid: 1/23/2020 Check # 8932299

Reviewed – Police Department by: _____ Date: _____

Comments (or see attached report):

☒ Approval Recommendation☐ Denial Recommendation

A handwritten signature in black ink, likely belonging to the Chief of Police.

Chief of Police

02/04/2020
Date

Reviewed – Liquor Control Committee on (date): _____

☐ Approval Recommendation☐ Denial Recommendation

(See attached comments or minutes)

Reviewed – City Commission on (date): _____

☐ Approval☐ Denial

NOTICE OF HEARING
FOR SPECIAL ASSESSMENT OF
SEWER REPAIRS

(27d)

The Board of City Commissioners of the City of Fargo, North Dakota, will conduct a Public Hearing on special assessments for Sewer Repairs, provided in the list below, on Monday, February 24, 2020, at 5:15 o'clock p.m. in the City Commission Room, City Hall, Fargo, North Dakota.

Address	Parcel	Assessment
1532 24th Ave South	01-2211-00630-000	\$ 6,500.00
516 Broadway North	01-0450-00390-000	\$ 17,427.93
1403 7th St South	01-1400-01800-000	\$ 11,000.00
906 10th Ave North	01-1130-00840-000	\$ 13,430.00
1441 11th Ave South	01-0020-00440-000	\$ 11,562.50
3017 10th Ave North	01-1260-00160-000	\$ 10,500.00
1119 8th Ave North	01-1140-00030-000	\$ 13,625.00
622 University Dr. South	01-2400-00110-000	\$ 13,000.00
1201 6th St South	01-0780-01200-000	\$ 9,800.00
1429 9th St South	01-1400-01360-000	\$ 9,500.00
1429-1431 16 1/2 St South	01-2040-01890-000	\$ 4,200.00
2901 Edgemont St North	01-0720-01560-000	\$ 8,375.00
1132 4th St North	01-1160-00330-000	\$ 12,800.00
2505 9th St North	01-3100-01000-000	\$ 9,500.00
1346 1st Ave South	01-0700-00840-000	\$ 12,000.00
1738 11th Street South	01-0820-01230-000	\$ 8,000.00
112 Roberts St North	01-2381-00700-000	\$ 38,380.67
1521 7th St North	01-0380-00180-000	\$ 8,750.00
517 University Dr. South	01-0700-02750-000	\$ 9,500.00
53 17th Ave North	01-1890-01810-000	\$ 1,500.00
1542 14th St South	01-2040-03800-000	\$ 11,750.00
1813 15th St South	01-0162-02040-000	\$ 9,500.00
73 Prairiewood Dr. South	01-2330-00810-000	\$ 9,500.00
1414-1416 16th St South	01-2040-02570-000	\$ 18,598.25
407 14th St South	01-0700-02100-000	\$ 15,237.50
1350 9th St South	01-1400-00620-000	\$ 11,000.00
454 14th Ave South	01-0120-00490-000	\$ 8,000.00
425 23rd St South	01-0740-02050-000	\$ 11,750.00
1909 6th Ave South	01-0040-00270-000	\$ 8,738.75
1433 13 1/2 St South	01-2040-03170-000	\$ 10,375.50
1101 15th St South	01-0960-00330-000	\$ 17,750.00
1520 8th Ave South	01-0560-01190-000	\$ 6,354.00
2115 10th St South	01-2710-00400-000	\$ 7,580.00
1013 Park Dr. South	01-2700-00040-000	\$ 10,216.50
315 15th Ave North	01-1280-00650-000	\$ 14,000.00
57 16 1/2 Ave North	01-1890-01720-000	\$ 11,375.00
1405-1407 16 1/2 St South	01-2040-01830-000	\$ 7,250.00
1714 5th Ave South	01-0040-00040-000	\$ 14,000.00
817 Kennedy Ct North	01-0440-02970-000	\$ 9,875.00
1222 14th Street South	01-0020-01570-000	\$ 10,000.00

1417-1419 16 1/2 St South	01-2040-01860-000	\$	6,875.00
1411 South University	01-2040-03370-000	\$	31,500.00
1450 10th St South	01-1400-01420-000	\$	7,625.00
1801 14th Ave South	01-1240-00160-000	\$	10,625.00
2013 7th Ave North	01-0100-02170-000	\$	19,250.00
1349 9th St North	01-2220-01830-000	\$	10,062.50
1829 14 1/2 St South	01-0162-01830-000	\$	11,412.50
821 19th St South	01-1270-00860-000	\$	5,375.00
1614 6th St South	01-1720-00760-000	\$	9,875.00
1019 4th St South	01-4100-01130-000	\$	8,000.00
1213 13 1/2 St South	01-0020-01520-000	\$	11,675.00
1607 8th St South	01-1720-00310-000	\$	7,250.00
2220 26th Ave South	01-2195-00800-000	\$	10,500.00
1814 11th Ave South	01-1270-02200-000	\$	9,912.50
620 24th Ave South	01-0500-00320-000	\$	9,250.00
1423 6th Ave South	01-0700-02470-000	\$	13,360.00
1621 10th Ave South	01-0560-01540-000	\$	11,270.00
1438 7th Ave South	01-0540-00790-000	\$	7,625.00
1501 9th St South	01-1400-03240-000	\$	10,700.00
1516 7th Ave South	01-0560-00960-000	\$	9,800.00
1014 15th Ave South	01-0280-00240-000	\$	6,875.00
1225 2nd St North	01-1360-02190-000	\$	5,600.00
709 10th Ave South	01-2400-02770-000	\$	10,000.00

Any person aggrieved may appeal from the action of the Board of City Commissioners by filing with the City Auditor, prior to February 24, 2020, a written Notice of Appeal stating therein the grounds upon which the appeal is based. Any person having filed such a Notice may appear before the Board of City Commissioners to present reasons why the action of the Board of City Commissioners should not be confirmed.


City Auditor's Office
(February 3 & February 10, 2020- Legals)



(28)

MEMORANDUM

TO: FARGO CITY COMMISSION

FROM: JIM GILMOUR, STRATEGIC PLANNING DIRECTOR 

DATE: FEBRUARY 19, 2020

SUBJECT: REQUEST FOR TAX INCREMENT FINANCING

The City of Fargo received a request for Tax Increment Financing (TIF) for a proposed project to be located at 703, 705 and 711 10th Avenue North. On one of the lots, there is a 114-year-old house with seven apartments. The other two lots are vacant. One of the lots was the site of a dangerous building action by the City, prior to it being acquired and removed by the current owner/developer. The proposed project would include redevelopment of the site, demolishing the old house and the construction of several buildings with townhouse-type apartments with about 22 housing units. The estimated construction costs of the new buildings is \$5 million. The TIF request is for up to \$535,000 of extraordinary costs including property acquisition, demolition and utilities.

The site appears to have blighted conditions therefore the Tax Increment Financing Program may be appropriate for the redevelopment of this site. The property is zoned MR-3 which allows high-density residential.

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 the application to the City's financial advisers for review, prepare a renewal plan and draft a development agreement for redevelopment of property at 703, 705 and 711 10th Avenue North.

Attachments

Fargo City Commission
City of Fargo
225 4th St N
Fargo, ND 58012

10/10/19

Uptown Lofts, LLC
3560 6th St E
West Fargo, ND 58078

Commissioners,

We respectfully request your consideration for Tax Increment Financing (TIF) support of our proposed redevelopment project at properties 703/705/711 10th Ave North. The redevelopment of these properties is congruent with the Go2030 Fargo Comprehensive Plan to provided infill development of increased density within walking distance of downtown. We propose to redevelop the current under-utilized land and blighted properties to provide additional high-quality housing for the workforce near Sanford Hospital and downtown Fargo. Our intent to provide efficient, attractive, affordable housing utilizing existing infrastructure to realize the land's full potential under its current MR-3 zoning.

Our project consists of a total of 22 units across 7 structures of 2-story townhome units with tuck-under garages on 703, 705, & 711 10th Ave. N. The total estimated value of the redeveloped properties is approximately \$5 million which is an increase of \$4,651,400 to the tax base over the current 2020 appraised value.

This infill project contains significant extraordinary costs outlined on Annex A. TIF support for these extraordinary costs will make it financially possible to proceed with this project and realize these properties' full potential. Moreover, your support will allow for additional enhancements to be made to the quality of construction, material selection, and appearance of these properties beyond what would have otherwise been financially viable.

Respectfully,

Nate E. Anderson
Partner
Uptown Lofts, LLC

Annex A

\$48,700 - 703 10th Ave N property acquisition above appraised land value
\$149,700 - 705/711 10th Ave N property acquisition above appraised land value
\$65,000 – Demolition and removal of blighted structures
\$12,500 – Asbestos mitigation by qualified contractor from blighted structures
\$32,000 - Replace street curbing and approaches for new traffic flow into properties
\$29,750 – Remove current concrete and aprons.
\$25,000 – Lot Grubbing
\$18,000 – Clay export for new buildings
\$30,000 – Overdig costs to reach virgin soil for 5' footings in areas previously occupied by structures
\$125,000 – Utility costs to transition from single-use to multi-unit buildings. Transition overhead
powerlines to underground.

\$535,650 – Total Extraordinary Costs



City of Fargo, ND

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.

Proposed TIF

1:1,128

2/14/2020 9:46:18 AM

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

29

MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: MAYOR TIM MAHONEY



DATE: FEBRUARY 20, 2020

SUBJECT: AIRPORT POSITION EVALUATION COMMITTEE (APEC)

As discussed and agreed to during mediation with the Airport Authority, it was suggested that an Airport Position Evaluation Committee (APEC) be formed to determine future salaries for Airport staff.

The Airport Authority has appointed Don Kilander and Tammy Linn as their appointees; therefore, it is my recommendation that Fargo City Commissioner John Strand and current City of Fargo Civil Service Commission member Jane Pettinger be appointed to the APEC.

Your favorable consideration of this recommendation is greatly appreciated.

RECOMMENDED MOTION: To approve the appointment of John Strand and Jane Pettinger to the APEC.



30a

February 4, 2020

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 419 9 Ave. S as submitted by Bill J. & Denise M. Duke. 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 2020, 2021, 2022, 2023, & 2024.

The estimated annual tax revenue lost by granting the exemption, based upon the estimated cost of the improvements, would be about \$220 with the City of Fargo's share being \$35.

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Hushka".

Ben Hushka
City Assessor

hah
attachment

**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	DUKE, BILL J & DENISE M	Phone No.	701-261-3431 701-361-1840
2. Address of Property	419 9 AVE S		
City	FARGO	State	ND Zip Code 58103
3. Legal description of the property for which the exemption is being claimed.	Lot 13 Block 1 Addition: Woodruff Add Woodruffs Lot 13 Blk 1		
4. Parcel Number	01-4100-00140-000	Residential <input checked="" type="checkbox"/>	Commercial <input type="checkbox"/> Central Business District <input type="checkbox"/>
5. Mailing Address of Property Owner	419 9th Ave S.		
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).	① Add main floor bathroom w/ laundry Renovate upstairs bathroom; ② Insulate + pipe gas heat into garage		
7. Building Permit No.	190027/19080532	8. Year Built	1905
9. Date of Commencement of making the improvement	January 2019		
10. Estimated market value of property before improvement	\$ 159,100		
11. Cost of making the improvement (all labor, material and overhead) \$	75,600.00		
12. Estimated market value of property after improvement	\$ 176,000		

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 <u>Denise M. Duke</u> Date <u>1/6/2020</u>

Assessor's Determination

14. The local assessor finds that the improvements in this application has <input checked="" type="checkbox"/> has not <input type="checkbox"/> met the qualifications for exemption for the following reason(s):
5 YEARS FOR QUALIFYING NEIGH
Assessor's Signature <u>Ken Hunsaker</u> Date <u>2/5/20</u>

Action of Governing Body

15. Action taken on this application by local governing board of the county or city: Denied <input type="checkbox"/> Approved <input type="checkbox"/>
Approval subject to the following conditions:
Chairman of Governing Body _____ Date _____

Denise M. Duke
Bill J. Duke, M.A., Ph.D.
419 9th Ave S.
Fargo ND

01-4100-00140-800

(List of work done)
2013-2019

6/2013 - new roof +
Chimney

2016 - New wooden floor - hallway
cedar stairs + caps on front porch

10/2017 ^{new paper} Electrical upgraded
^{new wiring} basement → attic - all floors

10/2017 Smoke detector / hard
carbon monoxide wired

2019 ① New downstairs (main floor)
bathroom w/ new
washer dryer

② Renovated upstairs bathroom
new plumbing stack from
basement to 2nd floor

③ Nest air/heating system

④ Insulated two-car garage
and piped gas into
garage for heating -
- roof repair on garage



306

February 4, 2020

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 319 Broadway N Unit 306 as submitted by Jean C. Voorhees. 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 2019, 2020, 2021, 2022, & 2023.

The estimated annual tax revenue lost by granting the exemption, based upon the estimated cost of the improvements, would be about \$790 with the City of Fargo's share being \$135.

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Hushka". The signature is fluid and cursive, written over a horizontal line.

Ben Hushka
City Assessor

hah
attachment

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	<u>Jean Voorhees</u>	Phone No.	<u>469-834-3294</u>
2. Address of Property	<u>319 Broadway N Unit 306</u>		
City	<u>FARGO</u>	State	<u>ND</u> Zip Code <u>58102</u>
3. Legal description of the property for which the exemption is being claimed.	<u>Fargoan Condo Unit 306</u>		
4. Parcel Number	<u>01-1520-01050-023</u>	Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Central Business District <input type="checkbox"/>	
5. Mailing Address of Property Owner	<u>319 Broadway N Unit 306</u>		
City	<u>Fargo</u>	State	<u>ND</u> Zip Code <u>58102</u>

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).	<u>new cabenetry kitchen & bath</u> <u>new flooring living & kitchen. new light fixtures</u>		
7. Building Permit No.		8. Year Built	<u>1913</u>
9. Date of Commencement of making the improvement	<u>Dec. 2018 - Jan 2019</u>		
10. Estimated market value of property before improvement	\$	<u>278,900</u>	
11. Cost of making the improvement (all labor, material and overhead)	\$	<u>60,000</u>	
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	<u>Jean Voorhees</u> Date <u>8/5/19</u>

Assessor's Determination

14. The local assessor finds that the improvements in this application has <input checked="" type="checkbox"/> has not <input type="checkbox"/> met the qualifications for exemption for the following reason(s):	<u>5 YEARS FOR QUALIFYING WORK</u>
Assessor's Signature	<u>Den Dushkin</u> Date <u>2/5/20</u>

Action of Governing Body

15. Action taken on this application by local governing board of the county or city: Denied <input type="checkbox"/> Approved <input type="checkbox"/>
Approval subject to the following conditions:
Chairman of Governing Body _____ Date _____



February 4, 2020

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 1146 2 St. N as submitted by DC Rehab LLC. 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 2020, 2021, 2022, 2023, & 2024.

The estimated annual tax revenue lost by granting the exemption, based upon the estimated cost of the improvements, would be about \$430 with the City of Fargo's share being \$75.

Sincerely,

A handwritten signature in black ink that appears to read "Ben Hushka".

Ben Hushka
City Assessor

hah
attachment

**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	DC Rehab LLC	Phone No.	701/367-4700
2. Address of Property	1146 2 St N		
City	FARGO	State	ND Zip Code 58102
3. Legal description of the property for which the exemption is being claimed.	Lt 24, Blk 4, Hectors		
4. Parcel Number	01-1160-00860-000	Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Central Business District <input type="checkbox"/>	
5. Mailing Address of Property Owner	5280 8 Ct W		
City	West Fargo	State	ND Zip Code 58078

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 kitchen, bath, add bath in basement, construct 22' x 22' detached garage
7. Building Permit No.	19070399
8. Year Built	1917
9. Date of Commencement of making the improvement	July 2019
10. Estimated market value of property before improvement	\$ 141,700
11. Cost of making the improvement (all labor, material and overhead)	\$ 25,000
12. Estimated market value of property after improvement	\$ 174,600

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 <u>Daniel L Carlson, Pres DC Rehab, LLC</u> Date <u>02-03-2020</u>

Assessor's Determination

14. The local assessor finds that the improvements in this application has <input checked="" type="checkbox"/> has not <input type="checkbox"/> met the qualifications for exemption for the following reason(s):	5 YEARS FOR QUALIFYING WORK
Assessor's Signature <u>[Signature]</u> Date <u>2/5/20</u>	

Action of Governing Body

15. Action taken on this application by local governing board of the county or city: Denied <input type="checkbox"/> Approved <input type="checkbox"/>
Approval subject to the following conditions:
Chairman of Governing Body _____ Date _____



February 4, 2020

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 1202 11 Ave. N as submitted by Russell L. Forsman. 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 2020, 2021, 2022, 2023, & 2024.

The estimated annual tax revenue lost by granting the exemption, based upon the estimated cost of the improvements, would be about \$40 with the City of Fargo's share being \$5.

Sincerely,



Ben Hushka
City Assessor

hah
attachment

**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	<u>Russell Forsman</u>	Phone No.	<u>701-730-0564</u>
2. Address of Property	<u>1202 11 Ave N</u>		
City	<u>FARGO</u>	State	<u>ND</u> Zip Code <u>58102</u>
3. Legal description of the property for which the exemption is being claimed.	<u>E 85' of Lt 12, Blk 10, Hobsons Subd, Chapins</u>		
4. Parcel Number	<u>01-0440-01880-000</u>	Residential <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Central Business District <input type="checkbox"/>	
5. Mailing Address of Property Owner	<u>Same</u>		
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).	<u>Window replacement</u>
7. Building Permit No.	<u>19080116</u>
8. Year Built	<u>1957</u>
9. Date of Commencement of making the improvement	<u>August 2019</u>
10. Estimated market value of property before improvement	<u>\$ 111,600</u>
11. Cost of making the improvement (all labor, material and overhead)	<u>\$ 13,475</u>
12. Estimated market value of property after improvement	<u>\$ 114,500</u>

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 <u>Russell Forsman</u> Date <u>Jan 31, 2020</u>

Assessor's Determination

14. The local assessor finds that the improvements in this application has <input checked="" type="checkbox"/> has not <input type="checkbox"/> met the qualifications for exemption for the following reason(s): <u>5 YEARS FOR QUALIFYING WORK</u>
Assessor's Signature <u>[Signature]</u> Date <u>2/5/20</u>

Action of Governing Body

15. Action taken on this application by local governing board of the county or city: Denied <input type="checkbox"/> Approved <input type="checkbox"/>
Approval subject to the following conditions: _____
Chairman of Governing Body _____ Date _____



February 20, 2020

Honorable Board of City
Commissioners
City of Fargo
Fargo, North Dakota

RE: Flood Fight Request for Proposals (DS-20-01)

Dear Commissioners:

In preparation for the 2020 flood fight, Engineering sent out various requests for proposals (RFP) on items that we will need assistance on during a flood fight. We will be receiving proposals for one of these, FE-20-B1 (RFP20044), at 11:30am on Monday, February 24, 2020. This RFP is for supplying of the aggregate materials necessary to be used during a spring flood fight, such as filling sandbags. We will present the results of this proposal for your consideration at your Commission meeting that night.

The results and recommendations for the other RFPs will be presented for your consideration at a future City Commission meeting.

Sincerely,

A handwritten signature of Roger E. Kluck in cursive script.

Roger E. Kluck, PE, CFM
Civil Engineer II

REK/klo