



**PLANNING AND DEVELOPMENT**

225 4<sup>th</sup> Street North  
Fargo, North Dakota

**INTERSTATE PARKING**

401 3<sup>rd</sup> Avenue North  
Fargo, North Dakota

**MEMORANDUM**

**TO:** Parking Commission Members

**FROM:** Fargo Planning (Mark Williams) & Interstate Parking

**DATE:** May 23, 2019

**RE:** Thursday, May 30th Parking Commission Agenda

---

***Parking Commission Mission Statement***

*Manage, provide, promote and maintain safe, convenient, accessible, attractive and reasonably priced parking facilities that will meet the need of downtown businesses, employers, residents, students, and visitors.*

---

Visit [www.fargoparking.com](http://www.fargoparking.com) for additional Downtown Fargo parking information.

**PARKING COMMISSION**  
**Thursday, May 30, 2019, 9:00 a.m.**  
**Commission Chambers**  
**AGENDA**

1. Approve Order of Agenda
2. Minutes – Meeting of April 25, 2019
3. Interstate Report/Financial Data
4. Financial Report of Parking Funds
5. Update on Downtown Projects
  - a. Block 9
  - b. Mercantile design/timeline
6. Discuss Uniform Night Time Parking Enforcement
7. Consideration for Signage Changes at Island Park Ramp
8. Other Business

*Parking Commission meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on [www.FargoND.gov/streaming](http://www.FargoND.gov/streaming). They are rebroadcast each Wednesday at 8:00 p.m., Friday at 9:00 a.m., and Sunday at 7:00 p.m.*

*People with disabilities who plan to attend the meeting and need special accommodations should call the Planning Office at 241-1474 or TDD at 241-8258. 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 Web site at [www.FargoND.gov/parking](http://www.FargoND.gov/parking).*

## **BOARD OF PARKING COMMISSIONERS MINUTES**

### **Regular Meeting:**

**Thursday, April 25, 2019**

The Regular Meeting of the Board of Parking Commissioners of the City of Fargo, North Dakota, was held in the Commission Chambers at City Hall at 9:00 a.m., Thursday, April 25, 2019.

The Parking Commissioners present or absent were as follows:

Present: Chairperson Mike Williams, Margie Bailly, Randy Thorson,

Absent: Brian Hayer, Jay Krabbenhoft

Chairperson Williams called the meeting to order.

### **Item 1: Approve Order of Agenda**

Member Bailly moved the Order of Agenda be approved as presented. Second by Member Thorson. All Members present voted aye and the motion was declared carried.

Before proceeding to item 2, Member Thorson asked about updates regarding item 5 from the February 28 meeting, pertaining to discussion about phone calls staff received regarding concerning parking issues due to placement of dumpsters and equipment for existing downtown construction. Member Bailly shared how staff addressed calls about a dumpster placed near the Fargo Theatre, and commended staff on their quick action to resolve the issue.

### **Item 2: Minutes: Regular Meeting of February 28, 2019**

Member Thorson moved the minutes of the February 28, 2019 Parking Commission meeting be approved. Second by Member Bailly. All Members present voted aye and the motion was declared carried.

### **Item 3: Interstate Report/Financial Data**

Paul Schnettler, Interstate Parking (IP), presented the February and March 2019 financial and operation reports. He noted an increase in the monthly revenue for the ROCO Parking Garage for transient/short-term parking transactions, coinciding with heavy snowfall received during this time period.

The Board talked about the positive changes in downtown parking that have evolved over the years including additional signage, parking policies made readily available to the public, and the City's decision to contract parking management with Interstate Parking Company.

Mr. Schnettler referred to a handout submitted to the Board reviewing the revenue history for the downtown City-owned parking facilities for the years 2015-2018.

Ms. Hernandez presented an update regarding spring cleaning, lot striping, and other maintenance of the downtown parking facilities.

Chair Williams introduced Jerry Christiansen, Freedom Resource Center Accessibility Specialist, who offered his assistance to staff regarding lot striping, etc. of the designated handicap parking spots in the downtown area.

**Item 4: Construction Closings and Communications**

Planning Director Nicole Crutchfield shared that engineering staff Kevin Gorder and Kristy Schmidt are working with the City Attorney's Office to review and update the City's existing policies regarding this item.

Further discussion ensued including input from the Downtown Community Partnership (DCP) President Melissa Rademacher, and IP's Ms. Hernandez regarding their concerns about downtown construction, street closings, and placement of construction equipment. Ms. Hernandez noted that her staff is not always alerted in advance of the dates of these closings, etc. Ms. Rademacher added DCP and City staff hold monthly meetings to discuss and provide updates on these existing and future closings, etc. affecting the downtown area.

Chair Williams also noted that Interstate Parking, DCP, and the BID will be moving to the former offices of the City Commission and Human Resource in the near future.

**Item 5: Update on Downtown Projects**

**a. Block 9**

Rusty Papachek, Owner Representative/Project Manager for R.D. Offutt Company, presented an update. He stated the anticipated opening date for public and permit parking in the parking ramp will be August 1, 2019, with the completion of the adjoining building/tower targeted for some time in 2020.

Upon discussion by the Board, Mr. Schnettler clarified that IP is not managing this new parking ramp; however, this ramp will follow the existing free parking after 5:00 p.m. schedule as other downtown city-owned parking facilities. Mr. Schnettler also shared his positive experiences working at facilities constructed with pre-fab materials.

**b. 4th Avenue and Broadway**

Ms. Crutchfield presented on behalf of Director of Strategic Planning and Research Jim Gilmour. She shared that Mr. Gilmour and Finance Director Kent Costin are working on the financial strategies for the Mercantile Parking Garage, and have met with the City's Financial Advisors Baker Tilly regarding options to sell bonds for this project.

Ms. Crutchfield also stated that Mr. Gilmour is working with the owners of Island Park Cycles and the Bison Block Building regarding current access and easement issues.

**Item 6: Discuss Uniform Night Time Parking Enforcement**

Chair Williams introduced this item for discussion, and submitted a document of the existing policies that are published on the City's website. He noted concerns he has received of there not being adequate staff available to monitor and enforce the downtown night time parking regulations.

Ms. Crutchfield stated that staff is working on researching the cost and will be seeking quotes to provide this service in the future.

The Board further discussed Interstate Parking providing this service; improving the downtown emergency snow removal process; further review of existing downtown night parking policies by the Board and the DCP for discussion at the next Parking Commission meeting; utilizing a phone text warning process between downtown businesses, City staff, and residents providing updates about road/sidewalk conditions downtown; review all parking options available with completion of future downtown parking garages; and the importance of being proactive addressing these issues before weather related emergency events happen.

**Item 7: Mobility Matters Forum, May 22, 2019**

Chair Williams announced this Forum will be held at the downtown Fargo Public Library on May 22 from 9:00 a.m. to 12:30 p.m., showcasing all of the City's available options for travel in the downtown area, along with other ideas that could be added in the future.

Board discussion focused on the importance of advertising to promote this event to all city-wide.

**Item 8: Other Business**

Chair Williams shared a recent picture of the construction progress on the Block 9 parking ramp.

Member Thorson requested staff share each meeting's agenda with the Board in advance for review and the option to add items as needed before the agenda is finalized.

Member Bailly moved to adjourn the meeting at 9:54 a.m. Second by Member Thorson. All Members present voted aye and the motion was declared carried.



CITY OF FARGO  
PARKING  
REPORT  
APRIL  
2019

April 12, 2019

Jim Gilmour  
Planning Director  
City of Fargo  
200 3<sup>rd</sup> Street North  
Fargo, ND 58102

Dear Mr. Gilmour:

We are pleased to provide the Parking Report for the month ended April 30, 2019. The enclosed reports have been prepared and reviewed by me, and are complete and accurate to the best of my knowledge.

Enclosed with this correspondence, you will find the following:

- 2019 Revenue Report for the month ending April 30, 2019
- 2019 Revenue Report for the four months ending April 30, 2019
- Invoice copies to support the City Expenses deduction scheduled on the Revenue Report for the month ending April 30, 2019
- Month ending April 30, 2019 Transient Revenue analytical graphs by location

Should you have any questions or concerns please feel free to contact me directly at (414) 274-2870.

Sincerely,

Kristi Laufenberg  
Controller  
Interstate Parking Company

# City of Fargo

## 2019 Revenue Report



For the Month Ending April 30th, 2019:

	ND4001 Civic Center Ramp	ND4003 3rd Avenue Lot	ND4005 2nd Avenue South Lot	ND4006 NP Avenue Lot	ND4007 GTC Ramp	ND4008 4th Street Lot	ND4009 3rd Street Lot	ND4010 Main Avenue Lot	ND4011 Island Park Ramp	ND4012 7th Street Lot	Fargo Legacy And On-Street	Total	Prior Year Total
Monthly Parking Revenue	21,942.00			6,561.00	17,056.00	16,940.00	14,120.00	4,030.00	13,014.00	1,080.00		94,743.00	98,230.10
Transient Revenue	5,097.00			972.00								6,069.00	4,245.70
Pay by Phone	1.00			722.50					-			723.50	873.75
Validation Revenue	7,614.00			911.25								8,525.25	1,721.75
Validation Revenue - Radisson	-											-	3,522.00
Violation Revenue	-		-	132.00		102.00	20.00	-			28,088.00	28,342.00	720.00
Event Revenue	-			-					-			-	-
<b>Gross Revenue</b>	<b>\$ 34,654.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,298.75</b>	<b>\$ 17,056.00</b>	<b>\$ 17,042.00</b>	<b>\$ 14,140.00</b>	<b>\$ 4,030.00</b>	<b>\$ 13,014.00</b>	<b>\$ 1,080.00</b>	<b>\$ 28,088.00</b>	<b>\$ 138,402.75</b>	<b>\$ 109,313.30</b>
Credit Card Fees	(314.95)			(269.10)	(32.24)	-	(18.85)	(4.67)	(62.27)	(12.44)	-	(714.52)	(919.24)
Sales Tax												-	-
Special Event Payroll												-	-
Enforcement Payroll				(631.55)		(762.21)	(631.55)	(326.66)	(1,742.20)	(113.24)	-	(4,207.41)	(5,697.50)
Passport Fees	-			(292.51)			(48.80)	(10.00)	-		(13,629.20)	(13,980.51)	(347.20)
Management Fee	(5,335.64)	-		(2,390.17)	(4,542.80)	(2,390.17)	(2,390.17)	(2,390.17)	(4,542.80)	(2,364.85)	-	(26,346.77)	(27,590.00)
City Expenses:												-	-
Schindler Elevator					-							-	(668.00)
Glacier Snow	-			(8,652.54)					-			(8,652.54)	(126.78)
The LockShop	-								-			-	(104.66)
Sentry Security												-	
Summit Companies												-	
Fargo Glass and Paint				-								-	
Tapco	-											-	
Grotberg Electric INC	-											-	
Frozen Drain Repair				-								-	
Jet Way	-			-	-	-	-	-	-	-		-	
GTC Office Lease	-	-	-	-	120.00	-	-	-	-	-		120.00	120.00
<b>Total Adjustments</b>	<b>(5,650.59)</b>	<b>-</b>	<b>-</b>	<b>(12,235.87)</b>	<b>(4,455.04)</b>	<b>(3,152.38)</b>	<b>(3,089.37)</b>	<b>(2,731.50)</b>	<b>(6,347.27)</b>	<b>(2,490.53)</b>	<b>(13,629.20)</b>	<b>(53,781.75)</b>	<b>(35,333.38)</b>
Service Permit Revenue	-	-	-	-	-	-	-	-	-	-	-	-	450.00
DRP3 Revenue	-	-	-	-	-	-	-	-	-	-	-	-	1,175.00
<b>Net Operating Income</b>	<b>\$ 29,003.41</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (2,937.12)</b>	<b>\$ 12,600.96</b>	<b>\$ 13,889.62</b>	<b>\$ 11,050.63</b>	<b>\$ 1,298.50</b>	<b>\$ 6,666.73</b>	<b>\$ (1,410.53)</b>	<b>\$ 14,458.80</b>	<b>\$ 84,621.00</b>	<b>\$ 75,604.92</b>

# City of Fargo

## 2019 Revenue Report



### ND4013 - Roberts Commons

	January	February	March	April	May	June	July	August	September	October	November	December	Total	Prior Year
														Total
Monthly Parking Revenue	44,082.17	44,236.51	44,010.00	44,161.87									176,490.55	140,478.33
Transient Revenue	10,816.00	11,399.00	17,267.00	16,157.00									55,639.00	21,048.00
Pay by Phone	-	-											-	-
Validation Revenue	160.00	248.00	364.00	544.00									1,316.00	1,969.25
Validation Revenue - Radisson													-	-
Violation Revenue	17.00	137.00	39.00	-									193.00	-
Bike Lockers Revenue													-	-
Event Revenue													-	-
<b>Gross Revenue</b>	<b>\$ 55,075.17</b>	<b>\$ 56,020.51</b>	<b>\$ 61,680.00</b>	<b>\$ 60,862.87</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 233,638.55</b>	<b>\$ 163,495.58</b>
Credit Card Fees	(453.53)	(602.21)	(606.59)	(775.60)									(2,437.93)	(989.70)
Sales Tax													-	-
Special Event Payroll													-	-
Enforcement Payroll													-	-
Passport Fees	(8.80)	(60.80)	(19.60)	-									(89.20)	-
Management Fee	(16,586.86)	(16,586.86)	(16,586.86)	(16,586.86)									(66,347.44)	(65,496.00)
City Expenses:														
Glacier Snow (36435)	(1,808.00)			1,808.00									-	(35,251.44)
Summit (1334281)	(69.92)												(69.92)	
Xcel Energy (17587)	(1,649.64)												(1,649.64)	
Glacier Snow (36653)		(1,409.85)		1,409.85									-	
Summit (1344224)		(514.15)											(514.15)	
Xcel Energy (17949)		(1,728.80)											(1,728.80)	
Xcel Energy (17832)		(2,310.00)											(2,310.00)	
KCM (18137)		(4,923.40)											(4,923.40)	
Tapco (I605948)		(37.50)											(37.50)	
Tapco (I609110)		(75.00)											(75.00)	
Tapco (I628761)		(730.06)											(730.06)	
Glacier Snow (36869)			(3,793.50)	3,793.50									-	
Xcel Energy			(921.24)										(921.24)	
Xcel Energy (18484)			(1,660.97)										(1,660.97)	
Protection Svcs 11/18 Inv. return			178.00										178.00	
Xcel Energy				(891.00)									(891.00)	
Xcel Energy (632330127)				(1,402.80)									(1,402.80)	
Jet-Way (12642)				(425.00)									(425.00)	
<b>Total Adjustments</b>	<b>(20,576.75)</b>	<b>(28,978.63)</b>	<b>(23,410.76)</b>	<b>(13,069.91)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(86,036.05)</b>	<b>(101,737.14)</b>
Service Permit Revenue	-	-	-										-	-
DRP3 Revenue	-	-	-										-	-
<b>Net Operating Income</b>	<b>\$ 34,498.42</b>	<b>\$ 27,041.88</b>	<b>\$ 38,269.24</b>	<b>\$ 47,792.96</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 147,602.50</b>	<b>\$ 61,758.44</b>



# City of Fargo

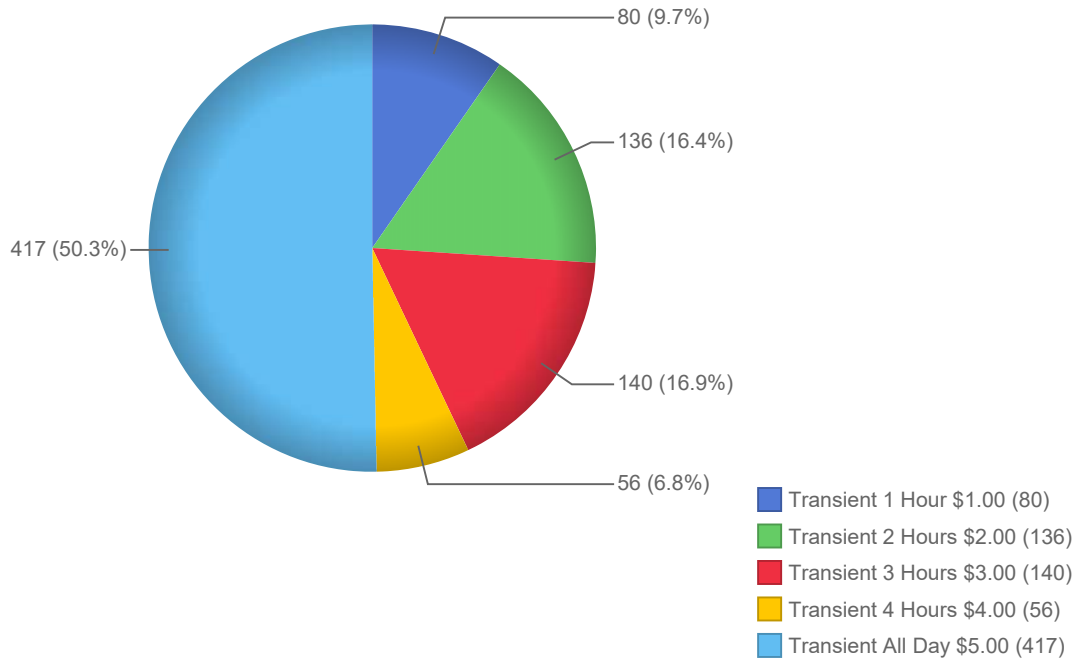
## 2019 Revenue Report



For the Four months Ending April 30th, 2019:

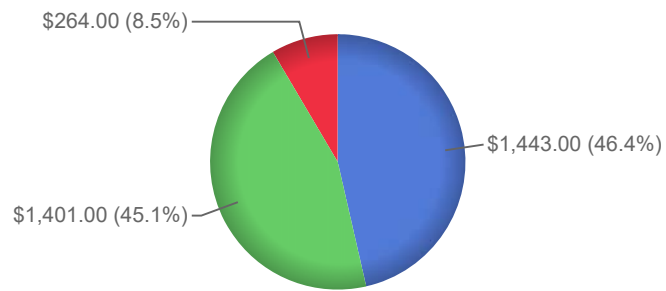
	ND4001 Civic Center Ramp	ND4003 3rd Avenue Lot	ND4005 2nd Avenue South Lot	ND4006 NP Avenue Lot	ND4007 GTC Ramp	ND4008 4th Street Lot	ND4009 3rd Street Lot	ND4010 Main Avenue Lot	ND4011 Island Park Ramp	ND4012 7th Street Lot	Fargo Legacy And On-Street	Total	Prior Year Total
Monthly Parking Revenue	87,544.19	-	-	25,940.90	68,164.00	63,264.20	56,300.00	18,115.07	61,571.52	4,276.90	-	385,176.78	389,052.74
Transient Revenue	15,181.00	-	-	3,796.75	-	-	-	-	-	-	-	18,977.75	14,648.45
Pay by Phone	6.00	-	-	2,342.25	-	-	-	-	-	-	-	2,348.25	3,764.35
Validation Revenue	18,801.00	-	-	3,442.50	-	-	-	-	-	-	-	22,243.50	14,376.50
Validation Revenue - Radisson	-	-	-	-	-	-	-	-	-	-	-	-	10,409.00
Violation Revenue	82.00	-	-	1,269.00	-	221.00	67.00	-	17.00	-	28,088.00	29,744.00	2,469.00
Event Revenue	-	-	-	-	-	-	-	-	-	-	-	-	4,267.00
<b>Gross Revenue</b>	<b>\$ 121,614.19</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 36,791.40</b>	<b>\$ 68,164.00</b>	<b>\$ 63,485.20</b>	<b>\$ 56,367.00</b>	<b>\$ 18,115.07</b>	<b>\$ 61,588.52</b>	<b>\$ 4,276.90</b>	<b>\$ 28,088.00</b>	<b>\$ 458,490.28</b>	<b>\$ 438,987.04</b>
Credit Card Fees	(1,083.87)	-	-	(947.03)	(160.72)	-	(81.11)	(32.50)	(226.26)	(54.46)	-	(2,585.95)	(3,726.51)
Sales Tax	-	-	-	-	-	-	-	-	-	-	-	-	-
Special Event Payroll	-	-	-	-	-	-	-	-	-	-	-	-	-
Enforcement Payroll	-	-	-	(3,777.11)	-	(4,558.57)	(3,777.11)	(1,953.67)	(10,419.61)	(677.28)	-	(25,163.35)	(31,713.88)
Passport Fees	(40.80)	-	-	(1,542.24)	-	-	(108.40)	(20.80)	(8.80)	-	(13,629.20)	(15,350.24)	(1,189.60)
Management Fee	(21,342.56)	-	-	(9,560.68)	(18,171.20)	(9,560.68)	(9,560.68)	(9,560.68)	(18,171.20)	(9,459.40)	-	(105,387.08)	(110,360.00)
City Expenses:													
Schindler Elevator	-	-	-	-	(554.34)	-	-	-	-	-	-	(554.34)	(12,779.02)
Glacier Snow	(1,992.25)	-	-	(12,941.03)	-	-	-	-	-	-	-	(14,933.28)	-
The LockShop	(137.50)	-	-	-	-	-	-	-	-	-	-	(137.50)	-
Sentry Security	-	-	-	-	-	-	-	-	-	-	-	-	-
Summit Companies	-	-	-	-	-	-	-	-	-	-	-	-	-
Fargo Glass and Paint				(205.00)								(205.00)	
Tapco	(225.00)											(225.00)	
Grotberg Electric INC	(675.00)											(675.00)	
Frozen Drain Repair				(50.73)								(50.73)	
Jet Way	(167.66)			(167.66)	(167.66)	(167.66)	(167.66)	(167.65)	(167.65)	(167.65)	-	(1,341.25)	
GTC Office Lease	-	-	-	-	480.00	-	-	-	-	-	-	480.00	480.00
<b>Total Adjustments</b>	<b>(25,664.64)</b>	<b>-</b>	<b>-</b>	<b>(29,191.48)</b>	<b>(18,573.92)</b>	<b>(14,286.91)</b>	<b>(13,694.96)</b>	<b>(11,735.30)</b>	<b>(28,993.52)</b>	<b>(10,358.79)</b>	<b>(13,629.20)</b>	<b>(166,128.72)</b>	<b>(159,289.01)</b>
Service Permit Revenue	-	-	-	-	-	-	-	-	-	-	-	150.00	4,900.00
DRP3 Revenue	-	-	-	-	-	-	-	-	-	-	-	-	2,575.00
<b>Net Operating Income</b>	<b>\$ 95,949.55</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,599.92</b>	<b>\$ 49,590.08</b>	<b>\$ 49,198.29</b>	<b>\$ 42,672.04</b>	<b>\$ 6,379.77</b>	<b>\$ 32,595.00</b>	<b>\$ (6,081.89)</b>	<b>\$ 14,458.80</b>	<b>\$ 292,511.56</b>	<b>\$ 287,173.03</b>

NP Ave Lot - Ticket Count Breakdown  
4/1/2019 to 4/30/2019, 829 Tickets Cashiered



Printed 5/14/2019

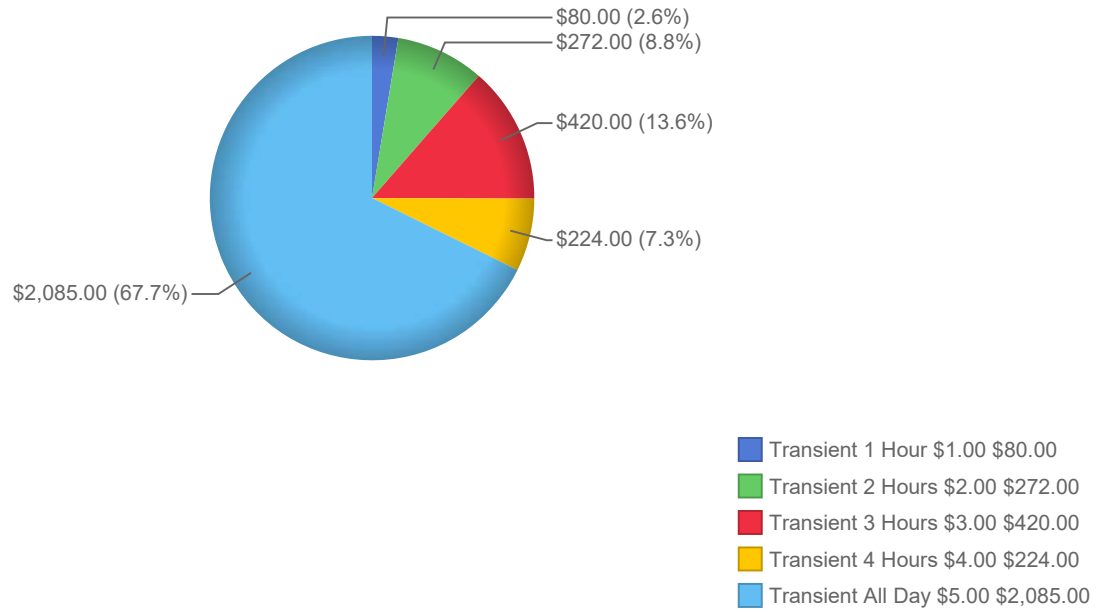
NP Ave Lot - Receipts Breakdown  
4/1/2019 to 4/30/2019



- Credit Card Receipts \$1,443.00
- Total Validations \$1,401.00
- Cash/Checks Deposited \$264.00

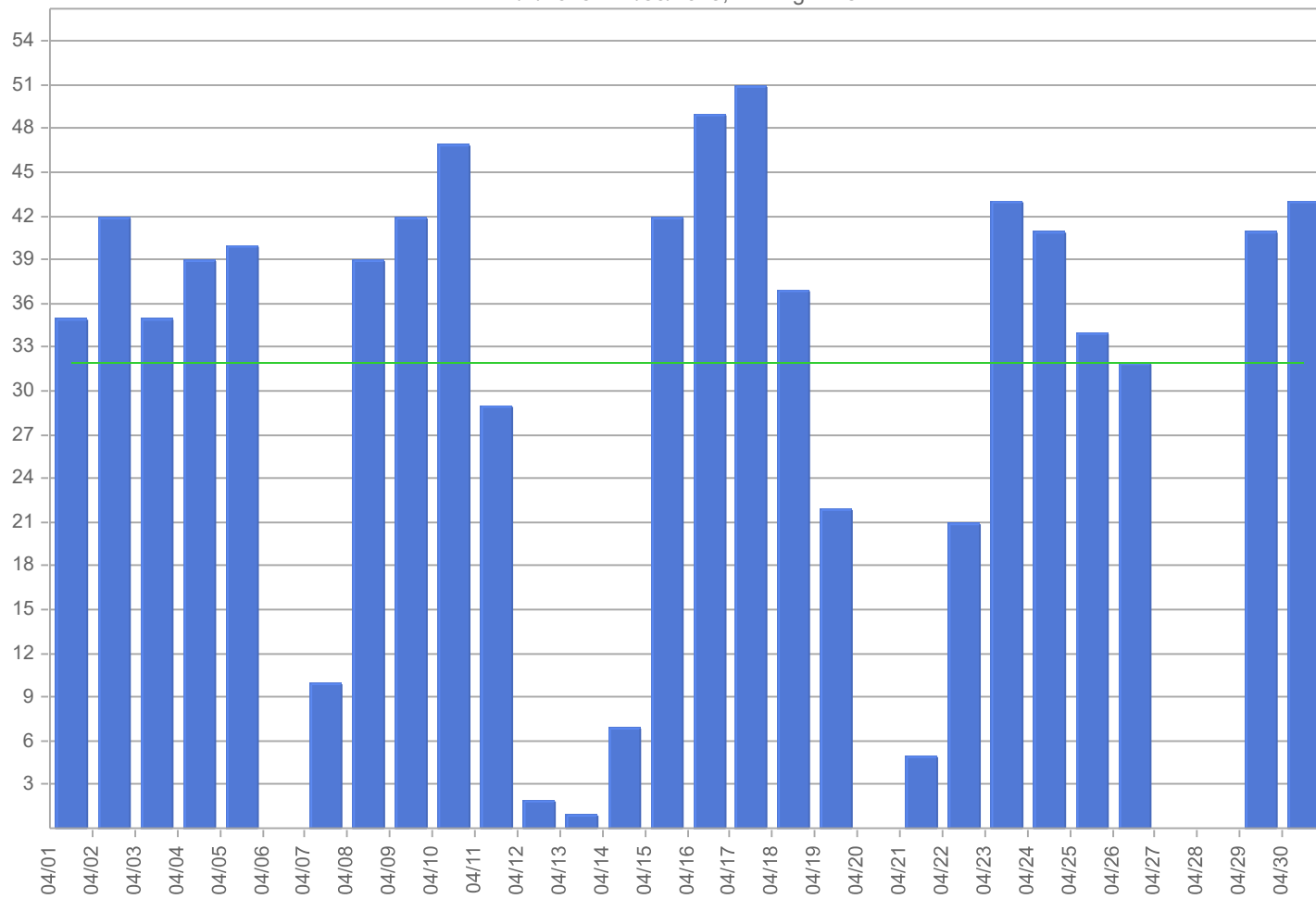
Printed 5/14/2019

NP Ave Lot - Ticket Value Breakdown  
4/1/2019 to 4/30/2019, Total Ticket Value is \$3,081.00

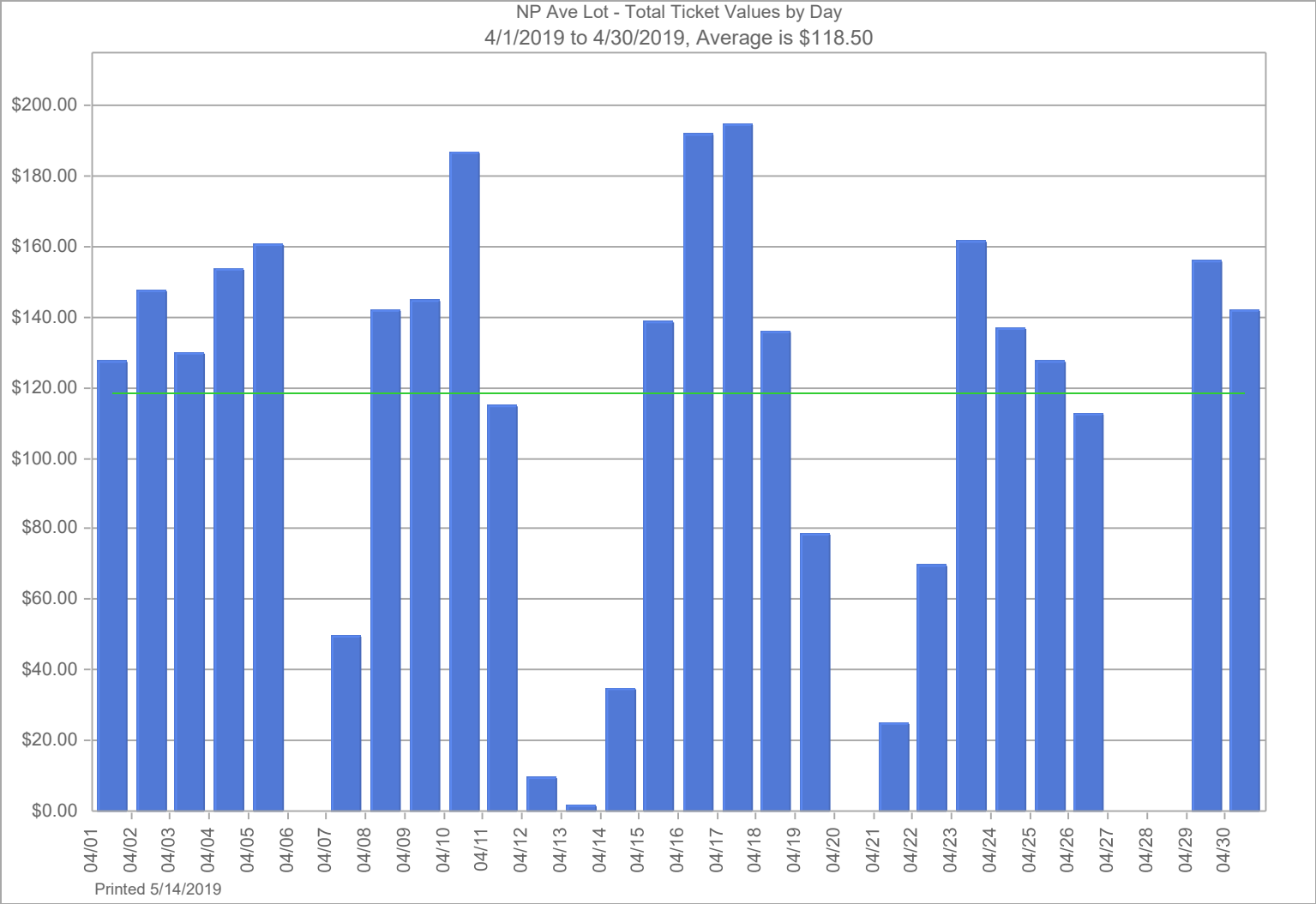


Printed 5/14/2019

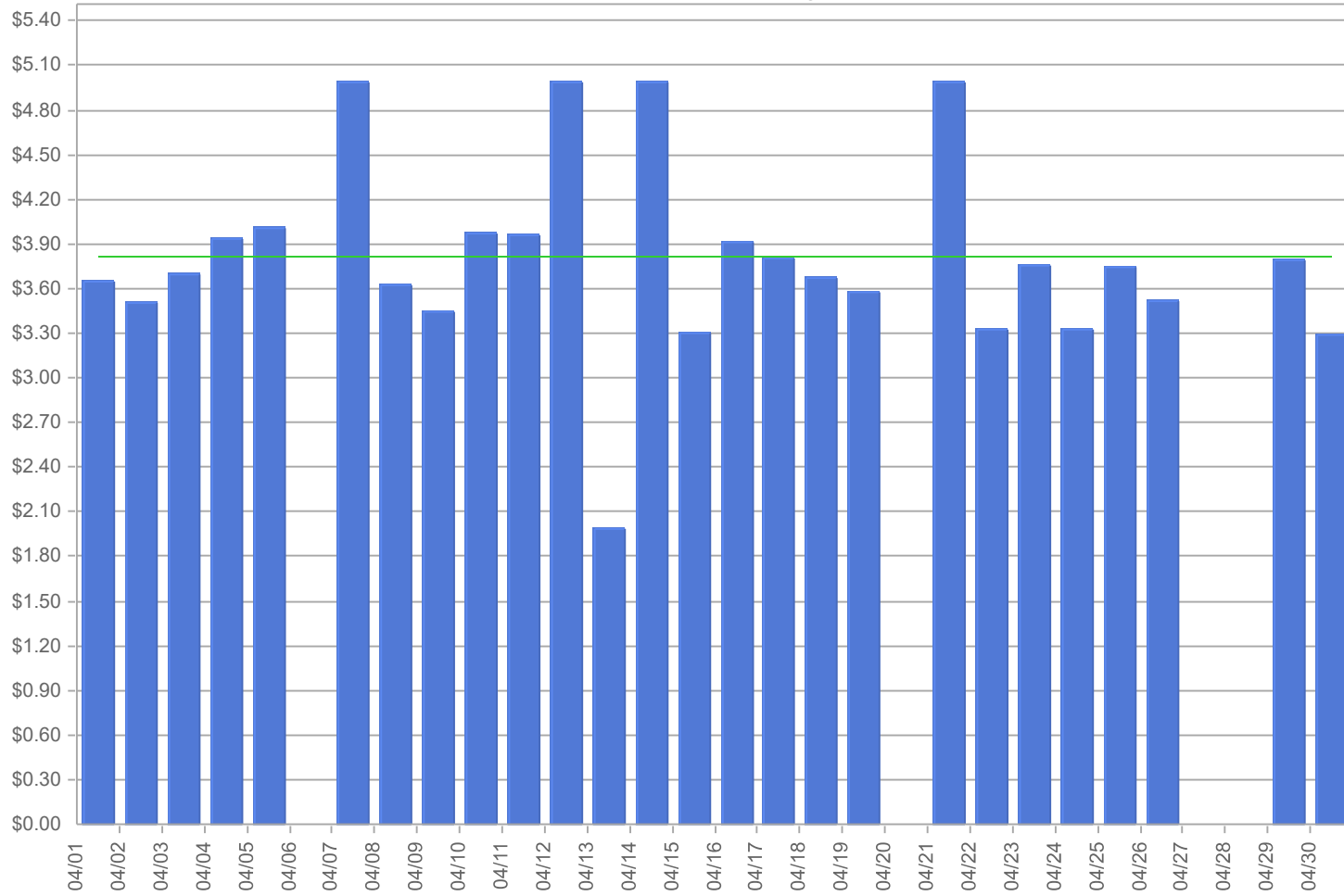
NP Ave Lot - Tickets Cashiered by Day  
4/1/2019 to 4/30/2019, Average is 32



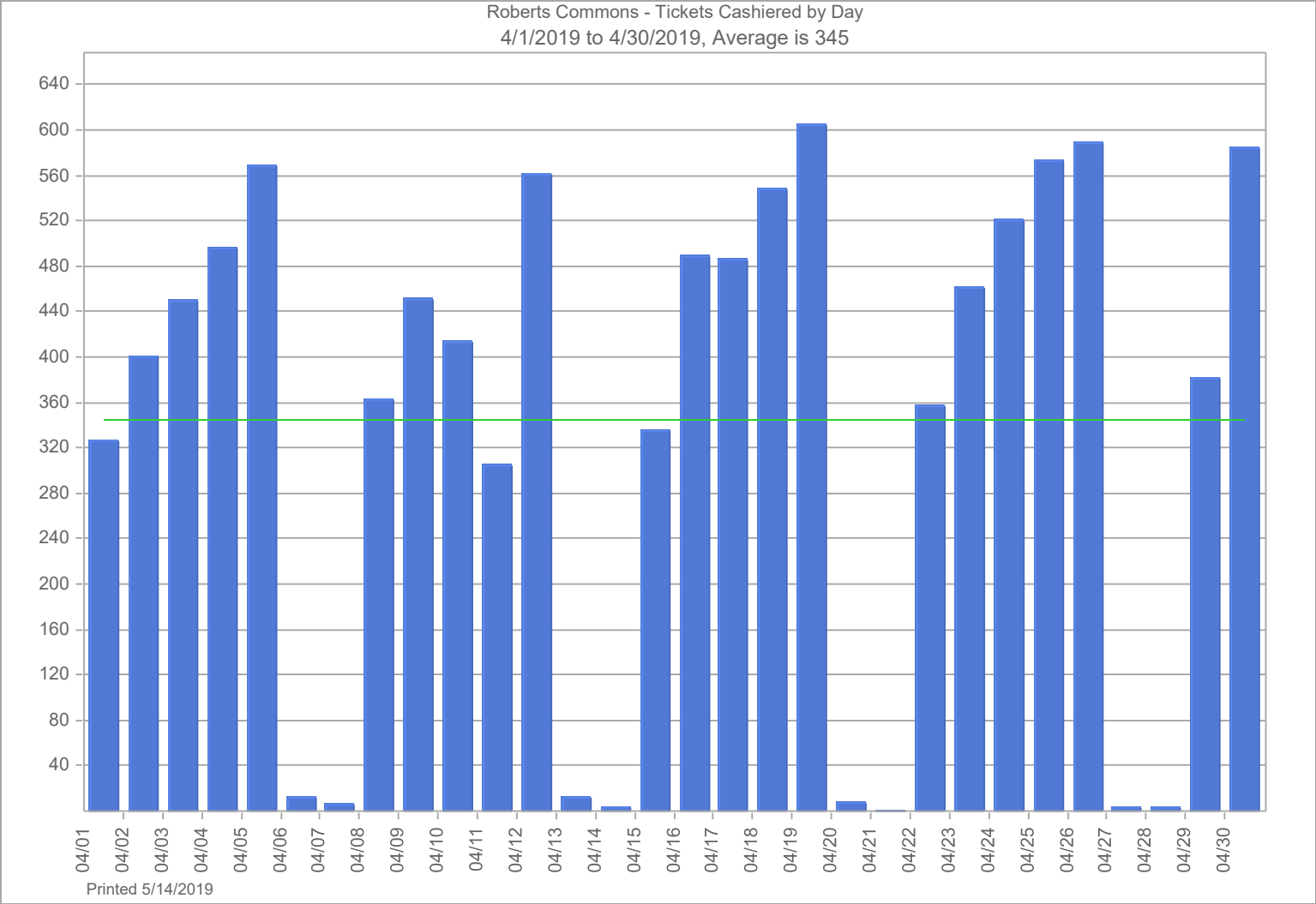
Printed 5/14/2019



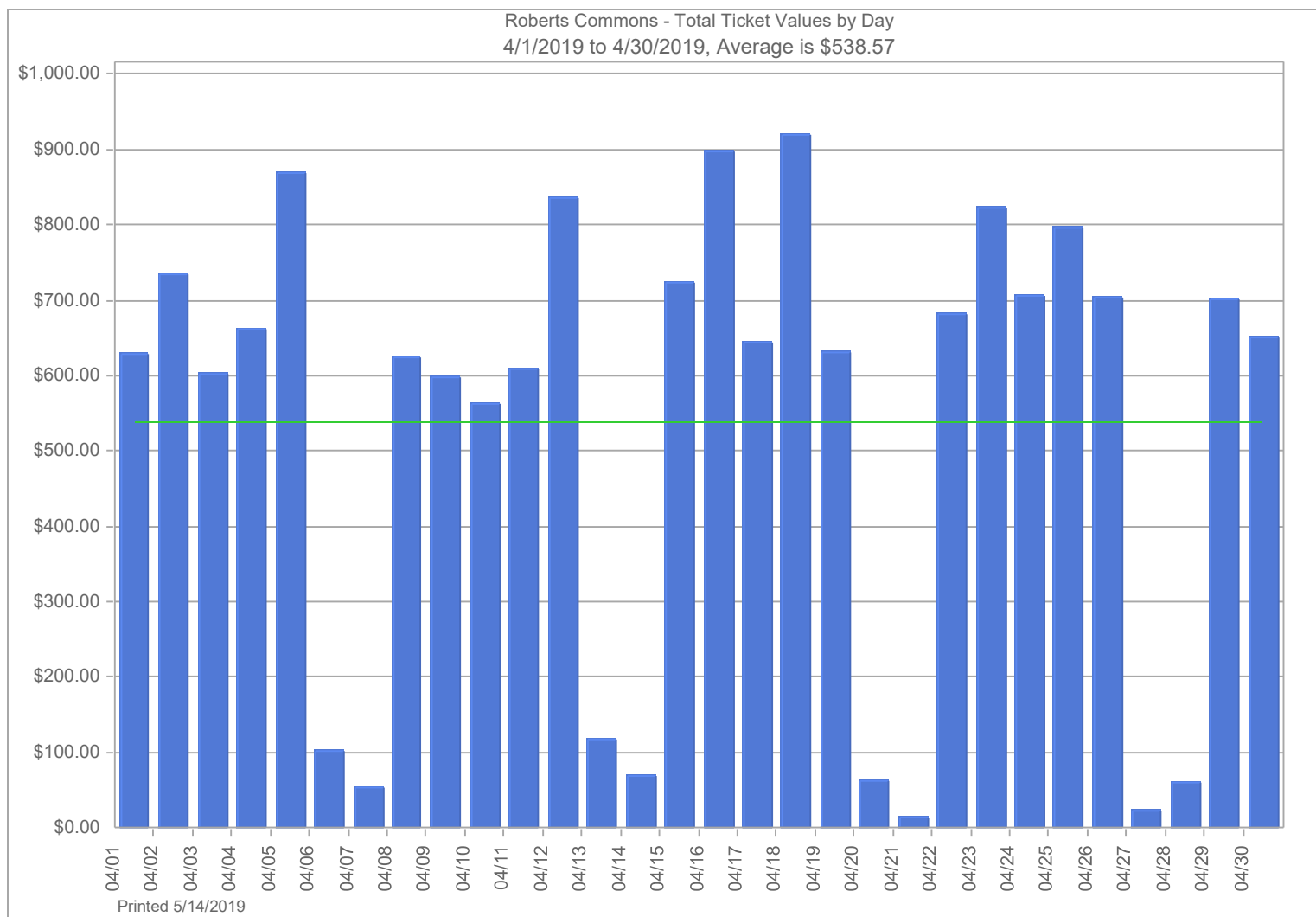
NP Ave Lot - Average Ticket Value by Day  
4/1/2019 to 4/30/2019, Average is \$3.81



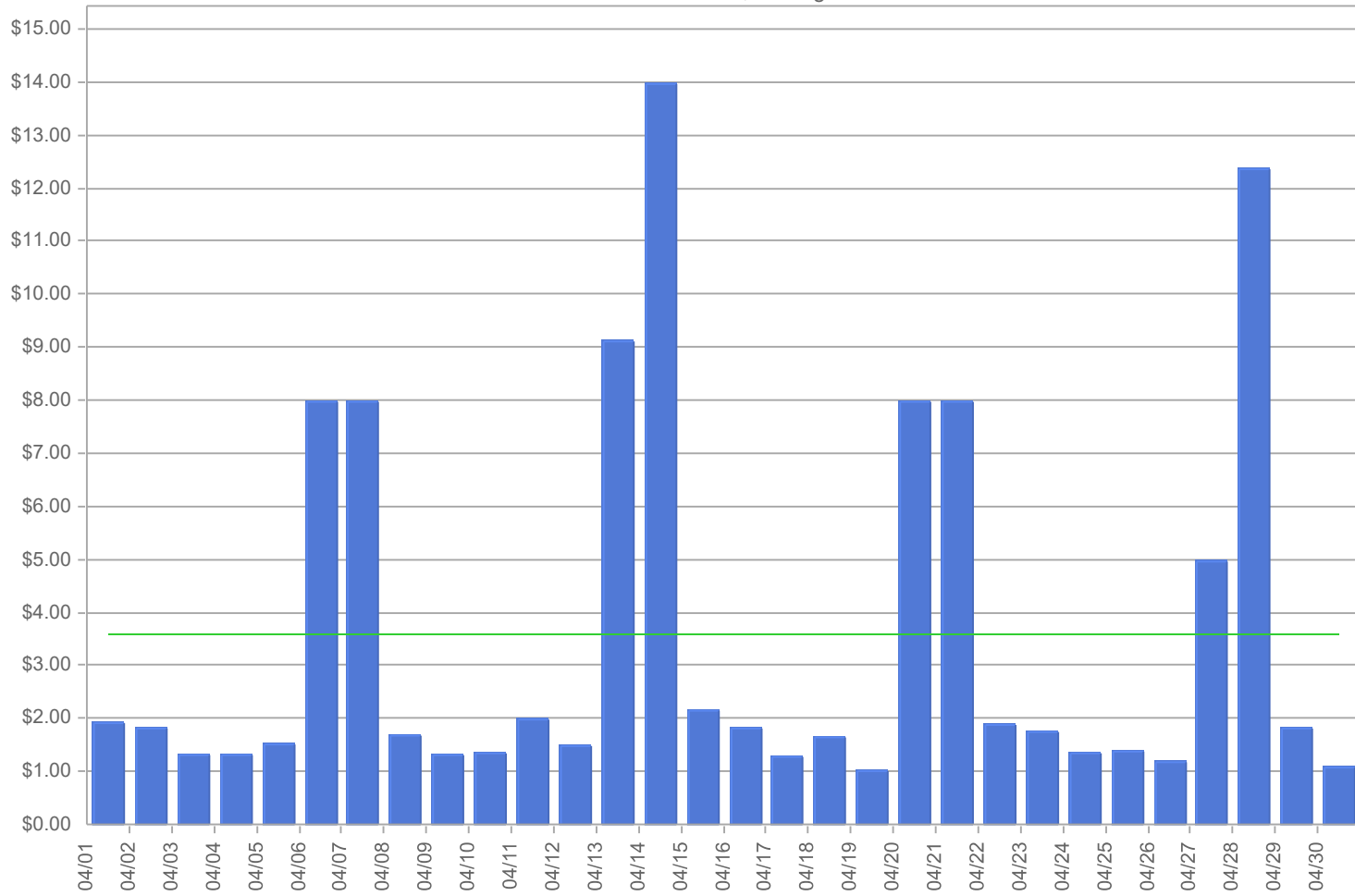
Printed 5/14/2019





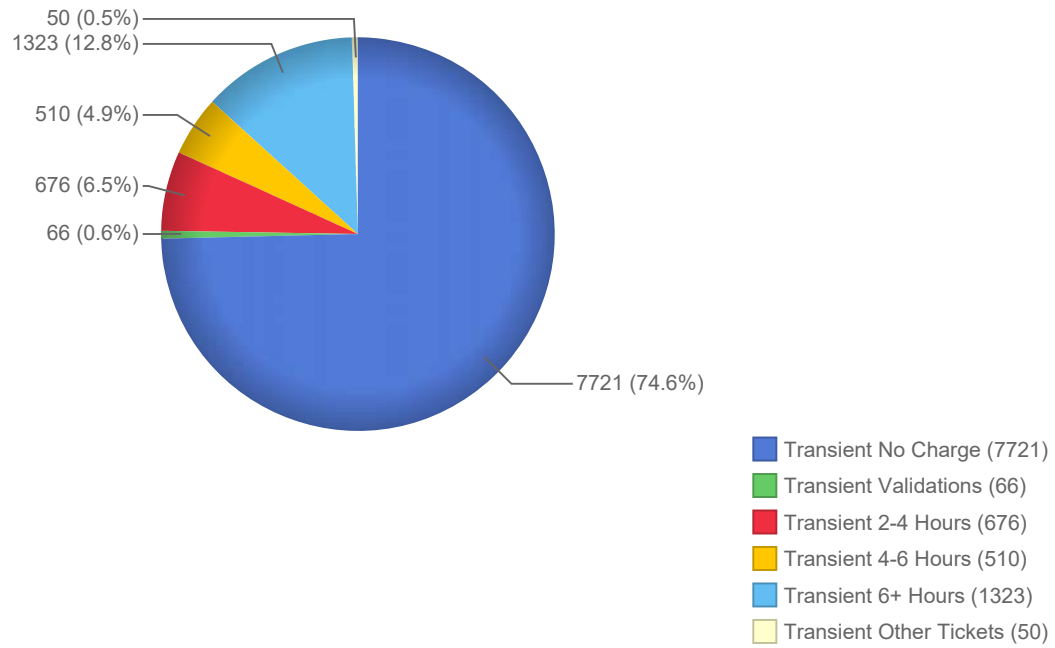


Roberts Commons - Average Ticket Value by Day  
4/1/2019 to 4/30/2019, Average is \$3.57

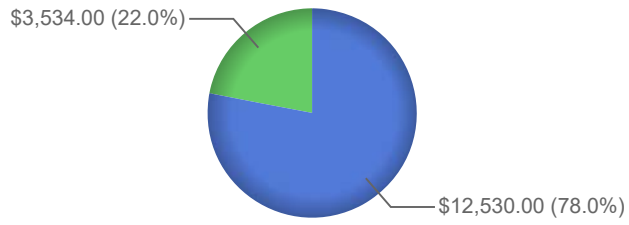


Printed 5/14/2019

Roberts Commons - Ticket Count Breakdown  
4/1/2019 to 4/30/2019, 10346 Tickets Cashiered

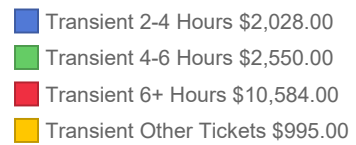
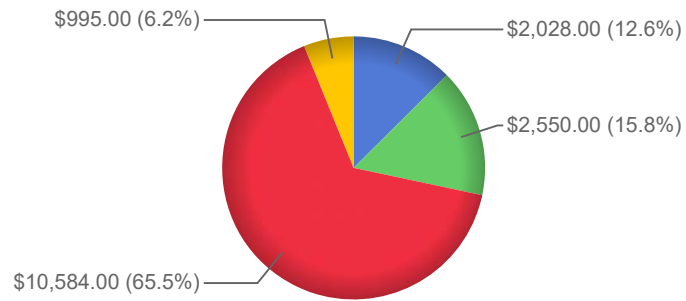


Roberts Commons - Receipts Breakdown  
4/1/2019 to 4/30/2019



■ Credit Card Receipts \$12,530.00  
■ Cash/Checks Deposited \$3,534.00

Roberts Commons - Ticket Value Breakdown  
4/1/2019 to 4/30/2019, Total Ticket Value is \$16,157.00





**MEMORANDUM**

**TO: PARKING COMMISSION**

**FROM: JIM GILMOUR, STRATEGIC PLANNING DIRECTOR**

**DATE: MAY 22, 2019**

**SUBJECT: BLOCK 9 PARKING GARAGE**

A handwritten signature in blue ink, appearing to be "JG", located to the right of the "FROM:" line.

I toured the Block 9 Parking Garage on May 9 along with Scott Froemming of Walker Consultants. The field report is attached, which includes site observations and photos of the facility.

The estimated completion is August 2019.



PROJECT # 21-4478.00

DATE IN FIELD:	May 9, 2019	1660 South Highway 100, Suite 545
CONTRACTOR:	Mc Gough	Minneapolis, MN 55416
OWNER:	R.D.O., Kilbourne	952.595.9116
WEATHER:		walkerconsultants.com
LOCATION OF PROJECT:	Fargo, ND	TEMPERATURE: 70 F
REPORT BY:	Froemming, Scott	% COMPLETE: 80%

PRESENT AT SITE:

NAME	COMPANY	E-MAIL ADDRESS
Jim Gilmour	City of Fargo	<a href="mailto:jgilmour@fargoND.gov">jgilmour@fargoND.gov</a>
Keith Leier	Kilbourne	<a href="mailto:KEITH@KCMfargo.com">KEITH@KCMfargo.com</a>

DISTRIBUTION:

NAME	COMPANY	E-MAIL ADDRESS
As above		
Jonathan M Howard	R.D.Offutt co.	<a href="mailto:JMHoward@rdoffutt.com">JMHoward@rdoffutt.com</a>
Casey Jackson	Bccontractingco	<a href="mailto:Casey@bccontractingco.com">Casey@bccontractingco.com</a>
Jenica Flanagan	City of Fargo	<a href="mailto:JFlanagan@fargoND.gov">JFlanagan@fargoND.gov</a>
Jim Hanson	HDA	<a href="mailto:hdafargo@qwestoffice.net">hdafargo@qwestoffice.net</a>

Site Observation Garage Construction:

- Keith Leier meets Walker and Jim Gilmour for site observation.
- Large 300 ton precast erection crane has no been removed for the site.
- Precast erection complete for the parking garage.
- Precast trimming and final welded connections are on going.
- Garage Construction billing not received at the time of this report.
- Metal stairs installation complete for the west stair. North stair metal installation nearly topped out.
- Precast tee sealants and curbing installation beginning from top down. Partially complete for parking roof at time of visit.
- Precast tee sealant installation appears successfully installed. Sealant joint well bonded to tees, smooth through tee flange connection and slightly concave and recessed from concrete surface.
- Construction schedule: Garage start 9/2018 Garage complete estimate 8/2019. Plaza complete summer 6/2020.
- Pay application review to be forwarded to Jim Gilmour, Jenica Flanagan, Jonathan Howard, Jim Hanson  
Cc: Keith Leier, Casey Jackson.

Pay Application Review:

Pay application not received at the time of this report.

Photo 1 – Ground tier mechanical rooms masonry wall construction in progress.



Photo 2 – Parking Garage precast erection complete. Looking north east at north stair tower. Curb and concrete wash installation just beginning from top down.






Photo 3 – Northeast stair tower metal stair installation nears topping out. Mobile erection crane working from 3<sup>rd</sup> Avenue North





## MEMORANDUM

**TO: PARKING COMMISSION**

**FROM: JIM GILMOUR, STRATEGIC PLANNING DIRECTOR** 

**DATE: MAY 22, 2019**

**SUBJECT: MERCANTILE PARKING GARAGE**

The Fargo City Commission authorized work on a financing plan and development agreement for the Mercantile public-private development.

City Attorney Erik Johnson is drafting the development agreement. It will be similar to the Roberts Commons agreement.

Finance Director Kent Costin and I met with one of the city's financial advisors on how to finance the project. Baker Tilly Municipal Advisors will have some financing options to review in June.

I have met with the owner of the Northern apartment building and the owner of Great Northern Cycles to coordinate the development with their properties.

There is some interest from the Fargo Police Department and Interstate Parking in being tenants on the 4<sup>th</sup> Avenue side of the building.

JLG has prepared a schematic design for review by Kilbourne Group and the City of Fargo. I have attached an image showing the design of the building.



KILBOURNE GROUP  
**MERCANTILE MIXED-USE: RAMP**  
FARGO, ND

