

FARGO CITY COMMISSION AGENDA
Monday, July 6, 2026 - 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, June 22, 2026).

CONSENT AGENDA – APPROVE THE FOLLOWING:

- 1. Applications for Property Tax Exemptions for Improvements Made to Buildings.
- 2. 2nd reading, waive reading and final adoption of an Ordinance Amending Section 1-0305A of Article 1-03 of Chapter 1 of the Fargo Municipal Code Relating to Classification of Ordinance Violations; 1st reading, 6/22/26.
- 3. 2nd reading, waive reading and final adoption of an Ordinance Rezoning Certain Parcels of Land Lying in Lost Creek First Addition to the City of Fargo, Cass County, North Dakota; 1st reading, 6/22/26.
- 4. Transition Services and Mutual Release Agreement with Interstate Parking Company of North Dakota, LLC: Great Plains NP Holdings, LLC: Great Plains Mercantile Holdings, LLC: and DFI Roberts, LLC.
- 5. Memorandum of Understanding and Agreement with Fargo-Moorhead Convention and Visitors Bureau, Inc. Regarding the City of Fargo's Potential Participation in the 2028 Olympic Torch Relay.
- 6. Withdrawal and Termination of Annexation Proceeding.
- 7. Findings of Fact, Conclusions and Order of the Board of City Commissioners of the City of Fargo of 111-113 32nd Avenue North, Fargo, North Dakota 58102.
- 8. Accept the results of the Cass County Canvassing Board for June 9, 2026 Primary election and declare candidates elected.
- 9. Applications for Games of Chance.
- 10. Negative Final Balancing Change Order No. 3 in the amount of -\$15,737.45 for Improvement District No. BR-25-G1.
- 11. Change Order No. 1 in the amount of \$13,880.37 and time extension to Substantial and Final Completion Dates of 7/13/26 and 7/27/26 for Improvement District No. NR-24-C1.

12. Easement (Temporary) with Cass Rural Water Users District for land along the west side of the lagoons for a half mile just north of 52nd Avenue North.
13. Reimbursement to Krueger Construction in the amount of \$29,700.00 for repair and backfill of borrow site at 2699 65th Avenue South.
14. Contract and bond for Improvement District No. UR-26-F1.
15. Items from FAHR Meeting:
 - a. Receive and file Sales Tax Revenue - Accrual Basis.
 - b. Accept donation from the Fargo Police Foundation in the amount of \$11,000.00 for the 2026 Fargo Police Community Picnic and related budget adjustment.
 - c. Grant award amendment from ND Department of Health and Human Services No. G25.354A in the amount of \$159,000.00 and related budget adjustment.
 - d. Authorize the extension of the 2025/2026 Highway Deicing Salt contract with Compass Minerals America Inc for the 2026/2027 snow season at a price of \$126.07.00 per ton (RFP25165).
16. Bid award and contract for boiler replacement at Fargo Cass Public Health (RFP26194).
17. Bid award and contract for fence installation around east lot of Fargo Police Department Headquarters (PBC26237).
18. Notice of Grant Award from ND Department of Health and Human Services for HIV, HCV Counseling, Testing, and Referral (CFDA #93.940).
19. Notice of Grant Award Amendment from ND Department of Health and Human Services for the Women, Infants and Children Program (CFDA #10.557).
20. Notice of Grant Award from ND Department of Health and Human Services for PHEP - City Readiness Initiative (CFDA #93.069).
21. Notice of Financial Award from the ND Housing Finance Agency for the ND Homeless Grant.
22. Rejection of proposals for the demolition of the dangerous building at 115 6th Avenue North (RFP26210).
23. Contract and bond for Project No. WA2509.
24. Contract and bond for Project No. WA2510.
25. Contract and bond for Project No. WA2513.
26. Resolution approving Plat of GPK Second Addition.
27. Piggyback purchase through Sourcewell Cooperative Purchasing Agreement with Wallwork Truck Center in the amount of \$142,323.00 for one Combination Plow Truck Chassis (PBC26225).
28. Piggyback purchase through Sourcewell Cooperative Purchasing agreement with Bert's Truck Equipment for the purchase of one combination plow truck body (PBC26235).

29. Bills.

REGULAR AGENDA:

PUBLIC HEARINGS - 5:05 pm:

30. **PUBLIC HEARING** – The Cul-de-Sac of Cottagewood First Addition (3856 and 3870 47th Avenue South); approval recommended by the Planning Commission 6/2/26:
 - a. Plat of The Cul-de-Sac of Cottagewood First Addition.
31. Receive and file an Ordinance Amending Section 3-2011 of Article 3-20 of Chapter 3 of the Fargo Municipal Code Relating to a Sales and Use Tax for Infrastructure Capital Improvements.
32. Recommendation for Commission Liaison assignments.
33. Recommendation for appointment of a Deputy Mayor.
34. Recommendations for appointments to the following Boards:
 - a. Board of Adjustment
 - b. Library Board
35. Liaison Commissioner Assignment Updates.
36. **PUBLIC COMMENTS (2.5 minutes will be offered for comment with a maximum of 30 minutes total for all public comments. Individuals who would like to address the Commission, whether virtually or in person, must sign-up [here](#)).**

People with disabilities who plan to attend the meeting and need special accommodations should contact the Commission Office at 701.241.1310 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.

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City of Fargo Staff Report			
Title:	The Cul-de-Sac of Cottagewood First Addition	Date:	5/27/2026 7/2/2026
Location:	3856 and 3870 47 th Avenue South	Staff Contact:	Luke Morman, Planner
Legal Description:	Lots 17-18, Block 1, Cottagewood First Addition.		
Owner(s)/Applicant:	Craig Helenske	Engineer:	Houston Engineering
Entitlements Requested:	Major Subdivision (a replat of Lots 17-18, Block 1, Cottagewood First Addition, to the City of Fargo, Cass County, North Dakota)		
Status:	City Commission Public Hearing: July 6 th , 2026		

Existing	Proposed
Land Use: Undeveloped	Land Use: Single-dwelling Residences
Zoning: SR-2, Single-dwelling Residential	Zoning: Unchanged
Uses Allowed: SR-2, Single-dwelling Residential, allows detached houses, daycare centers of up to 12 children or adults, parks and open space, religious institutions, safety services, schools, basic utilities, and certain telecommunication facilities.	Uses Allowed: Unchanged
Maximum Building Coverage: Maximum 35% building coverage.	Maximum Building Coverage: Unchanged

<p>Proposal:</p> <p>The applicant requests one entitlement:</p> <ol style="list-style-type: none"> 1. A major subdivision, entitled The Cul-de-Sac of Cottagewood First Addition, a replat of Lots 17-18, Block 1, Cottagewood First Addition, to the City of Fargo, Cass County, North Dakota. <p>This project was reviewed by the City’s Planning and Development, Engineering, Public Works, and Fire Departments (“staff”), whose comments are included in this report.</p> <p>Surrounding Land Uses and Zoning Districts:</p> <ul style="list-style-type: none"> • North: Across 47th Avenue South, SR-2, Single-dwelling Residential, with residential use. • East: P/I, Public and Institutional, with a parks and open areas. • South: P/I, Public and Institutional, with a parks and open areas. • West: SR-2, Single-dwelling Residential, undeveloped.
<p>Area Plans:</p> <p>Fargo’s Growth Plan 2024 was adopted on August 19th, 2024. This project and existing SR-2 zoning are consistent with the place type designation of “Suburban Neighborhood” for the subject properties.</p>
<p>Context:</p> <p>Schools: The subject property is within the Fargo School District and is served by Kennedy Elementary, Carl Ben Eielson Middle, and Fargo South High schools.</p> <p>Neighborhood: The subject property is located within the Woodhaven Neighborhood.</p> <p>Parks: Cottagewood Park is adjacent to the subject properties and features amenities of a playground for ages 5-12, grill, picnic tables, a shelter, and recreational trails.</p>

Pedestrian / Bicycle: There is a shared use path within Cottagewood Park, adjacent to the subject properties. Additionally, there are shared use paths along the south property lines of the Microsoft campus, the north side of 38th Street South, and the west side of 42nd Street South. These paths are all located within a quarter of a mile from the subject properties.

Transit: MATBUS Route 18 runs along 51st Avenue South, 42nd Street South and 44th Avenue South. Several bus stops are located within a quarter of a mile from the subject properties.

Staff Analysis:

Major Subdivision

The major subdivision plat proposal is for a two lot, one block subdivision entitled The Cul-de-Sac of Cottagewood First Addition. This plat will dedicate the existing cul-de-sac as public right-of-way at the City's request. The overall lot sizes will be reduced with the ROW dedication, however, the buildable area for the subject properties will remain unchanged.

Easements

There is an existing "Access, Right-of-Way, and Utility Easement" which is being vacated with this plat. The dedicated ROW will cover the existing cul-de-sac which is within the scope of work for an asphalt wear course project from the City's Engineering Department. A new 10' wide utility easement will follow the proposed north property lines along the proposed ROW.

Major Subdivision

The LDC stipulates that the following criteria are met before a major plat can be approved

- 1. Section 20-0907.C.1 (Development Review Procedures—Subdivisions—Major Subdivisions) of the LDC stipulates that no major subdivision plat application will be accepted for land that is not consistent with an approved Growth Plan or zoned to accommodate the proposed development.**

The existing zoning designation for the development on the subject property is SR-2, Single-dwelling Residential, and will remain. This zone will accommodate future residential development which is consistent with the recently adopted Fargo Growth Plan 2024. In accordance with Section 20-0901.F of the LDC, notices of the proposed plat have been sent out to property owners within 300 feet of the subject property. To date, Planning staff has received and responded to two inquiries about the project.

(Criteria Satisfied)

- 2. Section 20-0907.B.4 of the LDC further stipulates that the Planning Commission shall recommend approval or denial of the application and the City Commission shall act to approve or deny, based on whether it is located in a zoning district that allows the proposed development, complies with the adopted Area Plan, the standards of Article 20-06 and all other applicable requirements of the Land Development Code.**

The existing zoning designation of SR-2, Single-dwelling Residential, will remain and is consistent with the adopted Fargo Growth Plan 2024. The project has been reviewed by the city's Planning, Engineering, Public Works, Inspections, and Fire Departments and found to meet the standards of Article 20-06 and other applicable requirements of the Land Development Code.

(Criteria Satisfied)

- 3. Section 20-0907.C.4.f of the LDC stipulates that in taking action on a Final Plat, the Board of City Commissioners shall specify the terms for securing installation of public improvements to serve the subdivision.**

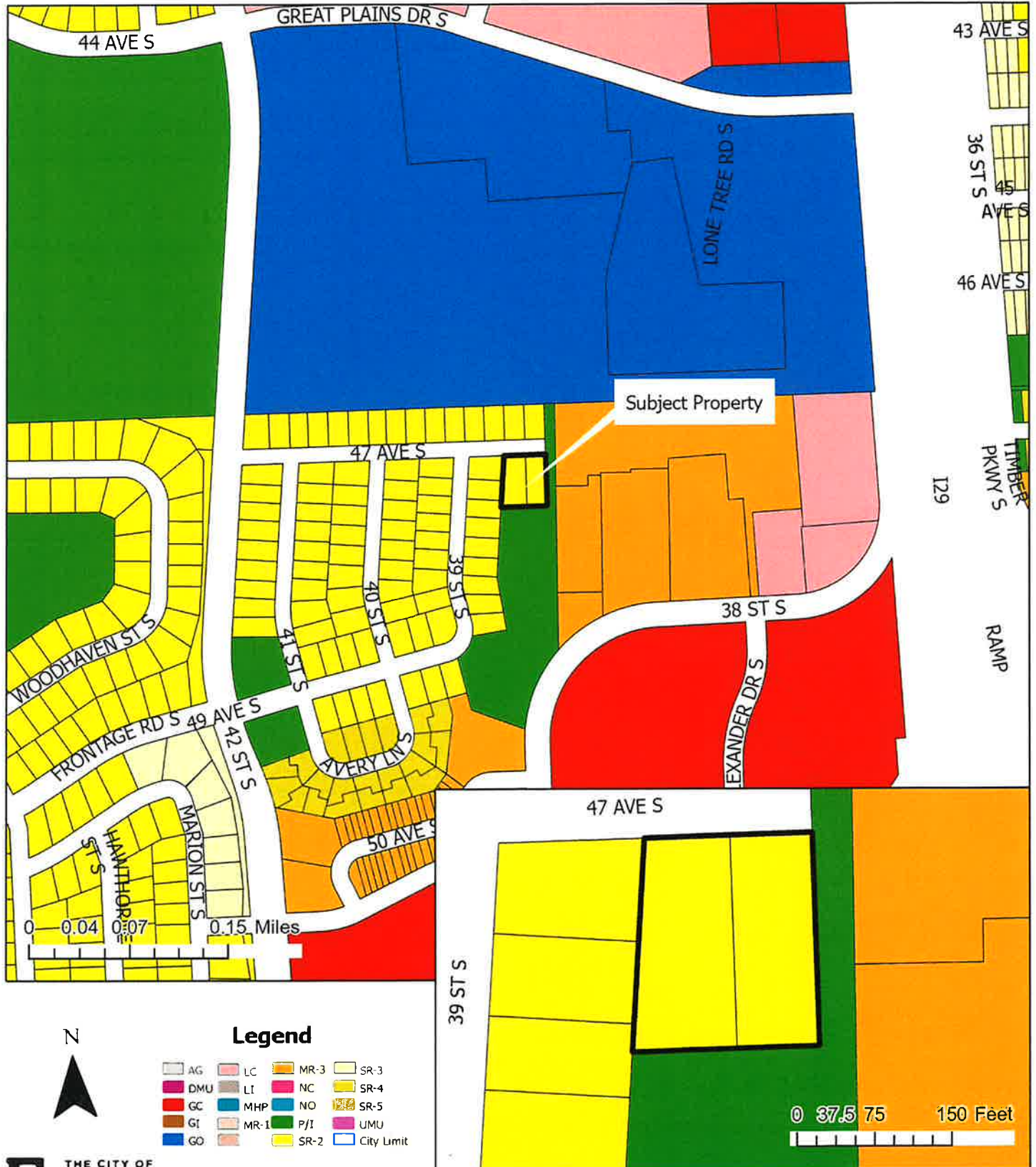
The City's standard policy is that any improvements associated with the project (both existing and proposed) are subject to special assessments. Special assessments associated with the costs of the public infrastructure improvements are proposed to be spread by the front footage basis and storm sewer by the square footage basis as is typical with the City of Fargo assessment principles.

(Criteria Satisfied)

Staff Recommendation:
Suggested Motion: "To accept the findings and recommendations of the Planning Commission and staff and move to approve the proposed major subdivision plat of The Cul-de-Sac of Cottagewood First Addition , as outlined in the staff report; as the proposal complies with the Fargo Growth Plan 2024, Standards of Article 20-06, and 20-0907 of the LDC, and all other applicable requirements of the LDC."
Planning Commission Recommendation: June 2nd, 2026
At the June 2 nd , 2026 Planning Commission, that Commission, by a vote of 7-0 with four Commissioners absent, moved to accept the findings and recommendations of staff and recommended approval to the City Commission of the proposed plat of The Cul-de-Sac of Cottagewood First Addition, as outlined within the staff report, as the proposal complies with the Fargo Growth Plan 2024, Standards of Article 20-06, and 20-0907 of the LDC, and all other applicable requirements of the LDC.
Attachments:
<ol style="list-style-type: none">1. Zoning Map2. Location Map3. Preliminary Plat

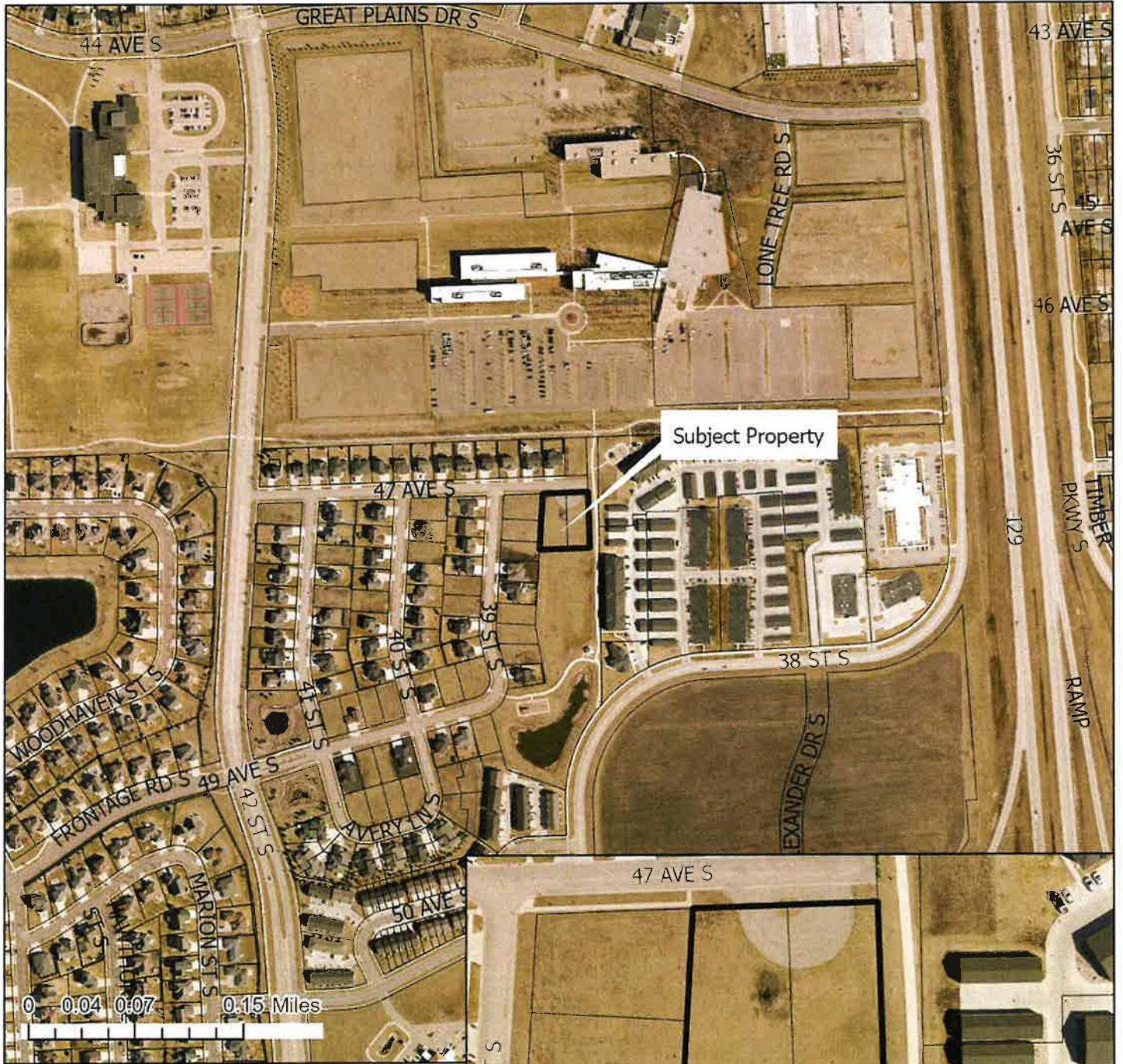
Major Subdivision

The Cul-de-Sac of Cottagewood First Addition 3856 & 3870 47th Avenue South



Major Subdivision

The Cul-de-Sac of Cottagewood First Addition 3856 & 3870 47th Avenue South



Legend

 City Limit



BLOCK 3

BLOCK 2

BLOCK 1

BLOCK 1

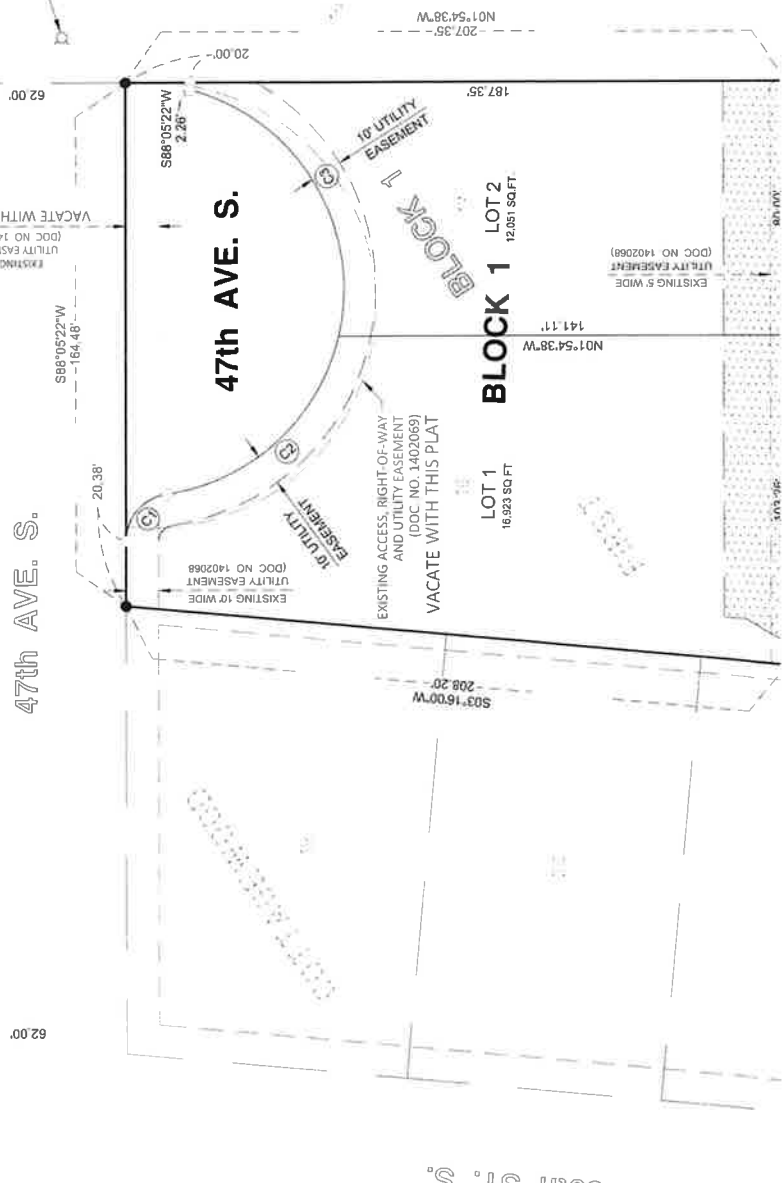
LEGE

- IRON MK
- 1/2" I.D. I
- MEASUF
- PLAT BE
- MEASUF
- PLAT DR
- PLAT BC
- NEW LO
- NEW UT
- EXISTIN
- EXISTIN
- AREA W
- (100-YE,
- EXISTIN
- (DOC. N
- TO BE V
- EXISTIN
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- TO BE V

NOTES:

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BOU

PROJECT BENCHMARK
S.E. FLANGE BOLT OF HYDRANT
NAVD88 ELEVATION 909.27'



Curve Table

3: That Craig Helenske, a married person, is the owner and proprietor of the following

Addition to the City of Fargo, Cass County, North Dakota.

ness, right-of-way and utility easement, and also the 10-foot utility easement, as designated for to be surveyed and platted as THE CUL-DE-SAC OF COTTAGEWOOD FIRST ADDITION to and does hereby dedicate to the public, for public use, the avenue and utility easement shown

CITY ENGINEER'S APPROVAL:

Approved by the Fargo City Engineer this _____ day of _____, 20____ day of _____

Tom Knakmuhs, PE, City Engineer

State of North Dakota) ss
County of Cass)

On this _____ day of _____, 20____ before me personally appeared Tom Knakmuhs, PE, Fargo City Engineer, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that he executed the same as his free act and deed.

Notary Public: _____



26 before me, a notary public within and for Craig Helenske, a married person, known to me and the foregoing instrument and acknowledged to me that he executed the same as his free act and deed.

LEDGEMENT:

for under the laws of the State of North Dakota and correct representation of the survey and its location of future surveys have been located or

20 26

r No. 4723

FARGO PLANNING COMMISSION APPROVAL:

Approved by the City of Fargo Planning Commission this 2nd day of June, 20 26

Maranda R. Tasa, Chair
Fargo Planning Commission

State of North Dakota) ss
County of Cass)

On this 2nd day of June, 20 26, before me personally appeared Maranda R. Tasa, Chair, Fargo Planning Commission, known to me to be the person who is described in and who executed the within instrument and acknowledged to me that she executed the same on behalf of the Fargo Planning Commission.

Notary Public: Albert Gibson



26 before me personally appeared Curtis A. Helenske, a married person, known to me and the foregoing instrument and acknowledged to me that he executed the same as his free act and deed.



FARGO CITY COMMISSION APPROVAL:

Approved by the Board of City Commissioners and ordered filed this _____ day of _____

Timothy J. Mahoney, Mayor

ATTEST: Angie Bear, Deputy Auditor on behalf of City Auditor

State of North Dakota) ss
County of Cass)

On this _____ day of _____, 20____ before me, a notary public within and for said personally appeared Timothy J. Mahoney, Mayor, and Angie Bear, Deputy Auditor, known to me as their free act and deed on behalf of the City of Fargo.

Notary Public: _____

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OFFICE OF THE
CITY ATTORNEY

CITY ATTORNEY
Ian R. McLean

SERKLAND LAW FIRM

10 Roberts Street North

Fargo, ND 58102

Phone: 701.232.8957 | Fax: 701.237.4049

ASSISTANT CITY ATTORNEYS

Nancy J. Morris ▪ Alissa R. Farol Czapiewski

William B. Wischer ▪ Kasey D. McNary ▪ Elijah P. Hartsell

July 2, 2026

Fargo City Commission
225 Fourth Street North
Fargo, ND 58102

Re: Extension of Infrastructure Sales Tax Through December 31, 2048.

Dear Commissioners:

On June 9, 2026, the residents of Fargo approved, by a vote of 72.9%, an amendment to the Fargo Home Rule Charter extending the existing one percent (1%) sales, use, and gross receipts tax for infrastructure capital improvements through December 31, 2048, and authorizing the Board of City Commissioners to implement the extension by ordinance.

Because home rule powers must be implemented by ordinance to become effective, enclosed is an Ordinance Amending Section 3-2011 of the Fargo Home Rule Charter to extend the infrastructure sales, use, and gross receipts tax through December 31, 2048. The ordinance implements the will of the voters and extends the tax for an additional twenty (20) years beyond its current expiration date of December 31, 2028.

SUGGESTED MOTION:

I move to receive and file the enclosed ordinance and to place the ordinance on the agenda of the next regular meeting of the City Commission for first reading.

Sincerely,

Ian R. McLean
City Attorney

AN ORDINANCE AMENDING SECTION 3-2011 OF ARTICLE 3-20
OF CHAPTER 3 OF THE FARGO MUNICIPAL CODE
RELATING TO A SALES AND USE TAX FOR INFRASTRUCTURE CAPITAL
IMPROVEMENTS

WHEREAS, the electorate of the city of Fargo has adopted a home rule charter in accordance with Chapter 40-05.1 of the North Dakota Century Code; and

WHEREAS, Section 40-05.1-06 of the North Dakota Century Code provides that the City shall have the right to implement home rule powers by ordinance; and

WHEREAS, Section 40-05.1-05 of the North Dakota Century Code provides that said home rule charter and any ordinances made pursuant thereto shall supersede state laws in conflict therewith and shall be liberally construed for such purpose; and

WHEREAS, on June 9, 2026, the qualified electors of the City of Fargo approved, by a vote of more than sixty percent (60%), an amendment to the Fargo Home Rule Charter extending the existing one percent (1%) sales, use, and gross receipts tax for infrastructure capital improvements through December 31, 2048, and authorizing the Board of City Commissioners to implement such extension by ordinance;

WHEREAS, the Board of City Commissioners deems it necessary and appropriate to implement such authority by the adoption of this ordinance.

NOW, THEREFORE, Be it Ordained by the Board of City Commissioners of the City of Fargo:

Section 1. Amendment. Section 3-2011 of Article 3-20 of Chapter 3 of the Fargo Municipal Code, is hereby amended as follows:

3-2011. Term. The tax imposed by this article shall be in full force and effect from January 1, 2009 through December 31, 2024~~8~~.

Section 2. Effective Date.

This ordinance shall be in full force and effect from and after its passage and approval.

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Joshua A. Boschee, Mayor

(SEAL)

Attest:

Angie Bear, Deputy City Auditor on
behalf of Susan Thompson, City Auditor

First Reading:
Second Reading:
Final Passage:

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MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: MAYOR JOSH BOSCHEE



DATE: JULY 6, 2026

SUBJECT: COMMISSION LIAISON ASSIGNMENTS

After careful consideration, I am recommending the Commission Liaison assignments outlined in the attachment.

Your favorable consideration of this recommendation will be greatly appreciated.

RECOMMENDED MOTION: To approve the Commission Liaison assignments as recommended by Mayor Boschée and attached hereto.

FARGO CITY COMMISSION LIAISON ASSIGNMENTS

	<u>PETERSON</u>	<u>TURNBERG</u>	<u>MAYOR BOSCHEE</u>	<u>GULLICKSON</u>	<u>STRAND</u>
DEPARTMENTS:	Information Services Solid Waste Water Treatment Water Reclamation	Communications & Govt. Affairs Facilities FARGODOME Library	City Commission Finance/Assessors Human Resources Police Public Works	Engineering Planning Fire	Health Inspections Transit/Mobility
COMMITTEES:	Diversion Authority Diversion Authority- Finance Comm Metro COG Vector Control Red River Regional Dispatch Center Brd.	Ambulance Service Oversight Committee Diversion Authority Diversion Authority – Land Mgmt. Comm. Metro COG Fargo Dome Authority – Finance Comm.	Diversion Authority Diversion Authority – Finance Comm. Diversion Authority – Planning Comm. Economic Development Incentives Comm. GFMEDC Liquor Control Red River Regional Dispatch Center Brd. Lake Agassiz Water Authority (alternate)	Cass County Planning Commission Diversion Authority (alternate) Economic Development Incentives Commission Metro Area Transit Coordinating Brd. Metro COG	Cass Clay Food Commission Diversion Authority (alternate) Metro Area Transit Coordinating Board Metro COG Regional Housing Commission
STAFF APPOINTED COMMITTEES:	Utility Committee		Public Works Projects Evaluation Committee	Traffic Technical Advisory Committee	
BOARD LIAISON:	Airport Authority Red River Basin Board Fargo Youth Initiative*	Library Board Fargo Dome Authority Red River Basin Board (alternate)	Renaissance Zone Authority	Board of Adjustment Historic Preservation Commission Planning Commission Renaissance Zone Authority Special Assessment Commission	Board of Appeals Board of Health Civil Service Downtown Community Partnership/InFocus Housing Authority House Moving Board

as of July 1, 2025
*TBD

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MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: MAYOR JOSH BOSCHEE



DATE: JULY 6, 2026


SUBJECT: APPOINTMENT OF DEPUTY MAYOR

I am recommending that Commissioner John Strand be appointed Deputy Mayor. Your favorable consideration of this request is greatly appreciated.

RECOMMENDED MOTION: To appoint Commissioner John Strand as Deputy Mayor.

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MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS
FROM: MAYOR JOSH BOSCHEE 
DATE: JULY 6, 2026
SUBJECT: APPOINTMENT TO THE BOARD OF ADJUSTMENT

The term of Marcia Pulczinski on the Board of Adjustment expired on June 30, 2026.

Ms. Pulczinski is willing to continue her service on the Board and I am, therefore, recommending her reappointment.


Your favorable consideration of this recommendation will be greatly appreciated.

RECOMMENDED MOTION: Approve the reappointment of Marcia Pulczinski to the Board of Adjustment for a three-year term ending June 30, 2029.

mmappt26boardjust

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MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS
FROM: MAYOR JOSH BOSCHEE 
DATE: JULY 6, 2026
SUBJECT: APPOINTMENT TO THE LIBRARY BOARD

The term of Kristen Schipper expired on June 30, 2026. State Law limits Library Board members to two, three-year terms and Ms. Schipper has served two terms.

Kylie Sollie has submitted an application indicating interest in serving on the Board and I am therefore recommending her appointment. I have attached her web application for your information.

Your favorable consideration of this recommendation will be greatly appreciated.

RECOMMENDED MOTION: To approve the appointment of Kylie Sollie to the Library Board for a three-year term ending June 30, 2029.

mmappt26lib

Kember Anderson

From: noreply@fargond.gov
Sent: Wednesday, April 1, 2026 12:18 PM
To: Commissions Applications
Subject: New Form Submission: Getting involved in government

Name:
[Kylie Sollie]
Mailing Address:
[REDACTED]
City:
[Fargo]
State:
[North Dakota]
Zip:
[58104]
Work Phone:
[BLANK]
Home Phone:
[REDACTED]
E-mail:
[REDACTED]

For which boards or commissions would you like to be considered?

[Board of Appeals, FARGODOME Authority, Library Board]

Briefly state why you would like to be on this panel:

[I bring a unique perspective and skillset as an attorney in the Fargo area, and would like to be a positive influence on one of these panels. I have interest in the Board of Appeals given my experience as an attorney, and for upholding fair practices in the community. I have an interest in the Library Board because I feel strongly that libraries are critical to the health of a community by uniting people with events and ideas, as well as educating and inspiring youth to read and explore the world of books. I am interested in the FARGODOME authority because it also is an essential part of the community and economic prosperity of Fargo. The FARGODOME brings people together and builds community in a multitude of ways.]

How many hours per month could you volunteer as a panel member?

[1-10]

Please list any past experience you have with city government here or in other cities:

[I do not have experience with city government other than working with governmental entities in my field of work.]

Please describe any professional experience you have related to the responsibilities of the panel you are interested in:

[As an attorney, I bring the skillset of critically analyzing information, assisting and making well-informed decisions, researching, unbiased in reviewing facts and materials, advocating for specific positions, and working collaboratively with others for a common goal.]

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