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. ***PLEASE NOTE that in an effort to exercise the CDC’s Prevention guidelines pertaining to social distancing, members of the public will not be admitted into the Commission Chambers facility during the Commission Meeting. Everyone is encouraged to watch the briefing via a livestream hosted on the City of Fargo's Facebook (questions and comments will be monitored during the Commission Meeting) and Twitter accounts, on the web at www.TVFargo.com or via the Fargo Access Channel 56.

A. Pledge of Allegiance.

B. Roll Call.

C. Approve Order of Agenda.

D. Minutes (Regular Meeting, March 9, 2020).

CONSENT AGENDA – APPROVE THE FOLLOWING:

1. 1st reading of an Ordinance Relating to Flood Plain Management.

2. 2nd reading and final adoption of the following Ordinances, 1st reading on 3/9/20:
   a. Rezoning a Certain Parcel of Land Lying in Osgood Townsite Eleventh Addition.
   b. Rezoning Certain Parcels of Land Lying in Bentley Place First Addition.

3. Amended Site Authorization for Prairie Public Broadcasting, Inc. at Peppers.

4. Applications for Games of Chance:
   b. Fargo Lions calendar sports pool from 9/14/20 to 12/28/20.

5. Extension of the Flood Emergency Declaration.

6. Contract Amendment No. 1 with Houston Engineering in the amount of $28,500.00 for Project No. FM-19-A0.

7. Contract Amendment No. 1 with Houston Engineering in the amount of $11,000.00 for Project No. FM-19-B0.

8. Contract Amendment No. 1 with Houston Engineering in the amount of $42,000.00 for Project No. FM-19-C0.

9. Contract Amendment No. 1 with Houston Engineering in the amount of $47,000.00 for Project No. FM-19-E0.

10. Changes to the Overdimensional Vehicle Policy and Resolution Establishing Truck Routes as shown on the Official Truck Route Map as presented.
Amendment (fourth) to Developer and Road Use Agreement with Block 9 Partners, LLC.

12. Right of Way Use Agreement with PSJ Acquisition LLC dba Prairie St. Johns and ALPA Construction, Inc.

13. Contract award for Public Information Coordinator Services to Flint Communications, Inc. (Project No. MS-20-B0).


15. ND Department of Transportation Traffic Safety Contract Grant in the amount of $2,150.00 for speed enforcement (CFDA #20.600).

16. NDDES grant funds for the purchase of a Rook NIJ Level IV Armored Critical Incident Vehicle for use by the Red River Valley SWAT Team (CFDA #97.067) (SSP20040).

17. Bid award for a 6-year lease of one service truck with crane (RFP20055).

18. Contract extension with Aqua-Pure, Inc. for the calendar year 2020 to supply water treatment chemicals.


21. Contract Amendment No. 3 with SRF Consulting Group in the amount of $45,037.78 for Improvement District No. BR-18-A2.

22. Prepayment to BNSF for inspection and flagging services in the amount of $10,000.00 (Improvement District No. BR-19-A1).

23. Memorandum of Offer to Landowner for a temporary easement from David W. and Janet D. Zaeske (Improvement District No. BN-20-C1).

24. Memorandum of Offer to Landowner for a permanent and temporary easement from Huber Properties LLP.

REGULAR AGENDA:


26. Public Hearings - 5:15 pm:

   a. CONTINUE to 4/6/20 - Prairie Grove Fifth Addition (5354 26th Street South); approval recommended by the Planning Commission on 12/3/19:
      2. 1st reading of rezoning Ordinance.
      3. Plat of Prairie Grove Fifth Addition.

   b. CONTINUE to 4/6/20 - Actions related to the Community Development Block Grant (CBDG)/HOME Investment Partnerships Programs.
Applications for property tax exemptions for improvements made to buildings:

a. Timothy Scott Rezac, 1814 23rd Avenue South (5 year).
b. Scott D. and Taylor E. Mertz, 1744 8th Street South (5 year).
c. Colin Enz, 319 Broadway North Unit 304 (5 year).
d. Michael R. Norris, 622 University Drive South (5 year).
e. Magwarehouse LLP, 3000 7th Avenue North (5 year).

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.
TO: BOARD OF CITY COMMISSIONERS

FROM: KENT COSTIN, DIRECTOR OF FINANCE

RE: STATE WATER COMMISSION COST REIMBURSEMENT APPROVAL

DATE: March 6, 2020

The existing legislation in place for State Water Commission funding related to the Fargo-Moorhead Metropolitan Area Flood Risk Management Project requires that the Fargo City Commission, Cass County Commission, and the Cass Water Resource Board approve all payment reimbursement requests prior to their submission and ultimate payment.

The attached reimbursement request has been prepared by Finance staff and is ready for processing. Your approval of the request for funds is hereby requested as required.

Suggested Motion:

Approve a State Water Commission request for cost reimbursement for Fargo-Moorhead Metropolitan Area Flood Risk Management Project costs totaling $114,099.62
March 6, 2020

Garland Erbele, P.E.
North Dakota State Water Commission
900 East Boulevard Avenue, Dept 770
Bismarck, ND 58505-0850

Dear Garland,

The Metro Flood Diversion Authority is submitting eligible costs for reimbursement request #99 pursuant to the terms and conditions of House Bill 1020 for costs incurred from January 1, 2020 to January 31, 2020 on the Fargo-Moorhead Metropolitan Area Flood Risk Management Project. These costs are summarized in the attached cost summaries and are supported by detailed disbursement records included within this submission.

The total amount of the claim for reimbursement is $114,099.62.

<table>
<thead>
<tr>
<th>State Funds Available</th>
<th>Amount Spent Previous Request</th>
<th>Amount Spent This Period</th>
<th>State Cost Share</th>
<th>Reimbursement Request This Period</th>
<th>Balance of State Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>$310,500,000</td>
<td>$218,234,103.95</td>
<td>$228,199.23</td>
<td>50%</td>
<td>$114,099.62</td>
<td>$92,151,796.43</td>
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</tbody>
</table>

Project Narrative, this request:

<table>
<thead>
<tr>
<th>Project Number</th>
<th>Project Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>V02823</td>
<td>Pay Application #7 for WP42G – General Landscaping &amp; Plantings along In-Town Flood Walls</td>
</tr>
<tr>
<td>V02825</td>
<td>Pay Application #11 for WP42E – 2nd St S and Main Ave Flood Mitigation</td>
</tr>
</tbody>
</table>

We certify that $89,883,370 has been expended on the acquisition of homes and that these costs are eligible for the local matching share requirements of SB 2020. Records relating to these costs are on file with the City of Fargo in the Office of the City Auditor.

The City of Fargo, Cass County Commission, and the Cass County Joint Water Resource Board have approved our request for funds as required in SB 2020. Copies of their approval letters are included.

If you have any questions relating to our request, please contact me directly.

Sincerely,

[Signature]

Kent Costin
Director of Finance, City of Fargo
Metro Flood Diversion Authority
Required Local Approvals:

City of Fargo

Cass County Joint Water Resource Dist.

Cass County Commission
<table>
<thead>
<tr>
<th>Description</th>
<th>Project Number</th>
<th>Amount</th>
<th>Vendor Name</th>
<th>Check Number</th>
<th>Check Date</th>
<th>Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Construction - Landscape 2</td>
<td>V0283</td>
<td>$7,940.88</td>
<td>J. G. Howard</td>
<td>301/7/2020</td>
<td>1/29/2020</td>
<td>770-790-4927-73-66</td>
</tr>
<tr>
<td>Total Reimbursed to SWC FPGA</td>
<td>V0283</td>
<td>222,745.99</td>
<td>2 ST'S/min &amp; Food Mkt</td>
<td>301/7/2020</td>
<td>1/29/2020</td>
<td>770-790-4927-73-66</td>
</tr>
<tr>
<td>Total Reimbursed to SWC FPGA</td>
<td>V0283</td>
<td>111,300.00</td>
<td>Retained PO 19935</td>
<td>301/7/2020</td>
<td>1/29/2020</td>
<td>770-0000-006-01-00</td>
</tr>
</tbody>
</table>

January 2020
Summary of Cash Disbursements Eligible for SWC Funding
FM Metropolitan Area Food Risk Management Project
March 4th, 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 1814 23 Ave. S as submitted by Timothy Scott Rezac. 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 $645 with the City of Fargo’s share being $110.

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:** Rezac, Timothy Scott  
   **Phone No.:** (701) 882-1195

2. **Address of Property:** 1814 23 Ave. S  
   **City:** Fargo  
   **State:** ND  
   **Zip Code:** 58103

3. **Legal description of the property for which the exemption is being claimed:** Lot 10 Blk 2 Wentz

4. **Parcel Number:** 01-0820-00600-000  
   **Residential:** ☑  
   **Commercial:** ☐  
   **Central Business District:** ☐

5. **Mailing Address of Property Owner:** SAME
   **City:**  
   **State:**  
   **Zip Code:**

## Description Of Improvements For Exemption

6. **Describe the type of renovating, remodeling or alteration made to the building for which the exemption is being claimed:** Const 3 seas porch

7. **Building Permit No.:** 181758  
   **Year Built:** 1979

8. **Date of Commencement of making the improvement:** 10/05/2018

9. **Estimated market value of property before improvement:** $171,600

10. **Cost of making the improvement (all labor, material and overhead):** $65,000

11. **Estimated market value of property after improvement:** $

## Applicant’s Certification and Signature

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

   **Applicant’s Signature:** Timothy Scott Rezac  
   **Date:** 2-14-2020

## Assessor’s Determination

13. **The local assessor finds that the improvements in this application has ☑ has not ☐ met the qualifications for exemption for the following reason(s):** 5 YEARS FOR QUALIFYING WORK

   **Assessor’s Signature:**  
   **Date:** 2-14-2020

## Action of Governing Body

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

   **Approval subject to the following conditions:**

   ____________________________  
   **Chairman of Governing Body:**  
   **Date:**
March 10, 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 1744 8 St S as submitted by Scott D. & Taylor E. Mertz. 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 $645 with the City of Fargo’s share being $110.

Sincerely,

[Signature]

Ben Hushka
City Assessor

bsb
attachment
Application For Property Tax Exemption For Improvements
To Commercial And Residential Buildings
North Dakota Century Code ch. 57-02.2
(Files with the local city or township assessor)

Property Identification

1. Name of Property Owner: Mertz, Scott D. & Taylor E. Phone No. 105-695-8968
2. Address of Property: 1744 8 St. S
   City: FARGO State: ND Zip Code: 58103
3. Legal description of the property for which the exemption is being claimed: Lot N 10 FT OF 14 & ALL OF 15 & S 5 FT OF 16 BLK 3 FARGO INVESTMENT CO 1ST
4. Parcel Number: 01-0820-00600-000 Residential ☑ Commercial ☐ Central Business District ☐
5. Mailing Address of Property Owner: SAME
   City: State: Zip Code: 

Description Of Improvements For Exemption

6. Describe the type of renovating, remodeling or alteration made to the building for which the exemption is being claimed (attach additional sheets if necessary): Remodel existing kitchen. Open up walls in fam. rm

7. Building Permit No. 190181
8. Year Built: 1964

9. Date of Commencement of making the improvement: 03/08/2019

10. Estimated market value of property before improvement: $ 362,300

11. Cost of making the improvement (all labor, material and overhead): $ 296,842

12. Estimated market value of property after improvement: $ 412,300

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: Date: 3-3-20

Assessor’s Determination

14. The local assessor finds that the improvements in this application has ☑ has not ☐ met the qualifications for exemption for the following reason(s): 5 YEARS FOR QUALIFYING WORK
   Assessor’s Signature: Date: 3/10/20

Action of Governing Body

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

   Chairman of Governing Body: Date: 
March 9, 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 North Unit 304 as submitted by Colin Enz. 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 $300 with the City of Fargo’s share being $50.

Sincerely,

[Signature]

Ben Hushka
City Assessor

bsb
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**
   - COLIN ENZ

2. **Address of Property**
   - 319 BROADWAY N UNIT 304
     - City: FARGO
     - State: ND
     - Zip Code: 58102

3. **Legal description of the property for which the exemption is being claimed.**
   - FARGO CONDO UNIT 304

4. **Parcel Number**
   - 01-1520-01050-021
   - Residential [ ], Commercial [ ], Central Business District [ ]

5. **Mailing Address of Property Owner**
   - 431 7 ST S
     - City: MOORHEAD
     - State: MN
     - Zip Code: 56560

### 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).**
   - FULL UNIT REMODEL

7. **Building Permit No.**
   - 19050697

8. **Year Built**
   - 1913

9. **Date of Commencement of making the improvement**
   - 01 JUL 2019

10. **Estimated market value of property before improvement**
    - $187,800

11. **Cost of making the improvement (all labor, material and overhead)**
    - $190,000

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**
   

14. **Assessor’s Determination**
    - The local assessor finds that the improvements in this application have [ ] not [ ] met the qualifications for exemption for the following reason(s):
      - 5 YEARS FOR QUALIFYING WORK
      - **Assessor’s Signature**
      - [ ]
      - **Date**
      - 3/9/20

### Action of Governing Body

15. **Action taken on this application by local governing board of the county or city:**
    - Denied [ ], Approved [ ]
    - Approval subject to the following conditions: __________________________________________

   **Chairman of Governing Body**
   

   **Date**
March 11, 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 622 University Dr S as submitted by Michael R Norris. 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 $320 with the City of Fargo’s share being $55.

Sincerely,

Ben Hushka  
City Assessor

bsb  
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: MICHAEL MORRIS Phone No. 815-731-3315
2. Address of Property: 622 UNIVERSITY DR S
   City: FARGO State: ND Zip Code: 58103
3. Legal description of the property for which the exemption is being claimed.
   BLOCK A LOT N 40 FT OF S 80 FT OF 1 & 12
4. Parcel Number: 01-2400-00110-000 Residential ☐ Commercial ☐ Central Business District ☐
5. Mailing Address of Property Owner: 2923 15 AVE S
   City: MOORHEAD State: MN Zip Code: 56560

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 MAIN FLOOR & BASEMENT

7. Building Permit No. 19090623 & 19070864 8. Year Built: 1918
9. Date of Commencement of making the improvement
10. Estimated market value of property before improvement $131,600
11. Cost of making the improvement (all labor, material and overhead) $ 390 32, 7%6
12. Estimated market value of property after improvement $ 159,900
13. I certify that the above information is correct to the best of my knowledge and I apply for this exemption.
   Applicant’s Signature __________________________ Date 3/8/20

Assessor’s Determination

14. The local assessor finds that the improvements in this application has ☒ has not ☐ met the qualifications for exemption for the following reason(s): 5 YEARS FOR QUALIFYING WORK
   Assessor’s Signature __________________________ Date 3/12/15

Action of Governing Body

15. Action taken on this application by local governing board of the county or city: Denied ☐ Approved ☐
   Approval subject to the following conditions:
   ______________________________________________________
   Chairman of Governing Body __________________________ Date ________
March 18, 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 3000 7 Ave N as submitted by Magwarehouse LLP. 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 $2340 with the City of Fargo’s share being $400.

Sincerely,

[Signature]

Ben Hushka
City Assessor

bsb
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: MAGWAREHOUSE LLP Phone No. 701-297-6246
2. Address of Property: 3000 7 AVE
   City: FARGO State: ND Zip Code: 58102
3. Legal description of the property for which the exemption is being claimed.
   UNPLATTED
4. Parcel Number: 01-3500-00747-000 Residential ☐ Commercial ☑ Central Business District ☐
5. Mailing Address of Property Owner: PO BOX 3024
   City: FARGO State: ND Zip Code: 58108

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).
   NEW PARTITIONING, REMOVAL OF EXISTING STAIR IN ONE OF THE AREAS, NEW FINISHES AND UPDATE OF ELEC AND MECH SYSTEMS
7. Building Permit No.: 181287 8. Year Built: 1972
8. Date of Commencement of making the improvement: 8/1/2018
9. Estimated market value of property before improvement: $5,467,000
10. Cost of making the improvement (all labor, material and overhead): $2,450,260.48
11. Estimated market value of property after improvement: $

Applicant's Certification and Signature
12. I certify that the above information is correct to the best of my knowledge and I apply for this exemption.
   Applicant's Signature: [Signature] Date: 3/17/20

Assessor's Determination
13. The local assessor finds that the improvements in this application has ☐ has not ☑ met the qualifications for exemption for the following reason(s):
   Assessor's Signature: [Signature] Date: 3/17/20

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