

FARGO CITY COMMISSION AGENDA
Monday, September 24, 2018 - 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, September 10, 2018).

CONSENT AGENDA – APPROVE THE FOLLOWING:

- 1. Receive and file the following Ordinances:
 - a. Amending Section 8-1009 of Article 8-10 of Chapter 8 of the Fargo Municipal Code Relating to Parking Regulations.
 - b. Amending Sections 38-0101, 38-0103, 38-0105, 38-0106 & 38-0107, of Article 38-01 of Chapter 38 of the Fargo Municipal Code Relating to Street Lighting and Traffic Control Devices System.
- 2. 1st reading of the following Ordinances:
 - a. Amending Section 8-1425, of Article 8-14 of Chapter 8 of the Fargo Municipal Code Relating to Bicycles.
 - b. Amending Section 01-0305, of Article 01-03 of Chapter 01 of the Fargo Municipal Code Relating to General Provisions.
 - c. Enacting Article 3-23 of Chapter 3 of the Fargo Municipal Code Relating to Collection of Utilities and Services.
- 3. 2nd reading and final adoption of the following Ordinances; 1st reading 9/10/18:
 - a. Amending Section 35-0102, of Article 35-01 of Chapter 35 of the Fargo Municipal Code Relating to the Sale of Tobacco Products.
 - b. Amending Section 35-0201, of Article 35-02 of Chapter 35 of the Fargo Municipal Code Relating to the Sale of Tobacco Products.
 - c. Rezoning Certain Parcels of Land Lying in Section 19, Township 140 North, Range 48 West and Royal Oaks Addition.
- 4. Receive and file General Fund – Budget to Actual through August 31, 2018 (unaudited).
- 5. Agreement for the Financial Support of Valley Water Rescue.
- 6. Applications for Games of Chance:
 - a. Achievements Unlimited Foundation for a raffle board on 10/12/18.
 - b. Home Builders Care of Fargo-Moorhead Foundation for a raffle on 10/9/18.
 - c. River Keepers for a raffle on 10/14/18.
 - d. Bennett Elementary PTA for bingo from 10/5/18 through 2/1/19.
 - e. Great Plains Food Bank for a raffle on 11/20/18; Public Spirited Resolution.

- f. Freedom Resource Center for a raffle on 10/4/18.
- g. Oak Grove Lutheran (Parent Organization) for a raffle on 10/5/18.
- 7. Change Order No. 4 for an increase of \$38,880.00 with Western Specialty Contractors for additional deck recoating work at the Island Park Ramp.
- 8. Bid award for roof replacement at Fire Station No. 3 (RFP18282).
- 9. Agreement for Services with Nate Hendrickson for the administration and instruction of Child Care Physical Activity Health Code training.
- 10. Agreement for Services with the ND Department of Health for Stepping On workshops.
- 11. Service Agreement with Fargo Public Schools for Special Education services for the 2018-2019 school year.
- 12. Agreement for Services with Samantha Nienow to build an online training module Supporting Breastfeeding in Child Care.
- 13. Amendment to Agreement with Janice Tweet.
- 14. Recipient of Inaugural Barclay-Giel Seed Grants from the Public Health Service Foundation.
- 15. Direct the City Attorney's Office to work with the Health Department to review and update Article 25-33 regarding tattoos, body art and piercings.
- 16. Resolution Approving Inspection Fees, License Fees, Permit Fees and Reinstatement Fees – Environmental Health.
- 17. North Dakota Department of Transportation Traffic Safety Contract (CFDA #20.616 and 20.600).
- 18. Transition of the contract position for Municipal Court Bailiff to a FTE Sworn Police Officer.
- 19. Letter expressing general support for the additional housing proposed with The Edge 2 at 1329 5th Avenue North.
- 20. Acceptance of the Kresge and Bush Foundations grant awards for the implementation of the next phase of The Fargo Project for Integrating Creative Placemaking into Inclusive Urban Planning.
- 21. Direct Planning Staff and the Community Development Committee to further explore a Community Land Trust with the FM Area Foundation.
- 22. Forward Contract to Northdale Oil, Inc. for fuel in the 1st and 2nd quarters of 2019 (RFV18208).
- 23. City of Fargo Bus Advertising Wrap Agreement Advertising Agreement No. 18-F12 with WDAY.
- 24. Amendment to Engineer-Owner Agreement No. 3 with KLJ in the amount of \$3,000.00 for Project No. FM-15-K0.

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25. Purchase Agreement with Norman D. and Jodi J. Robinson for property located at 763 Royal Oaks Drive North (Project No. FM-19-B).
 26. Bid award for City Hall Asbestos Abatement.
 27. Contract and bond for Project No. WW1701 (Phase II).
 28. Bills.
 29. Memorandum of Offer to Landowner for temporary easement (construction) with Perry Real Estate Fargo South, LLC (Improvement District No. BN-19-A1).
 30. Early Building Permit for Improvement District No. BN-18-K1.
 31. Change Order No. 1 for an increase of \$92,552.50 and a 20-day time extension for Improvement District No. FM-17-C1.
 32. Bid awards for Improvement District Nos. NN-18-A1 and UN-18-B1.
 33. Contract and bond for Improvement District No. DN-18-A1.

REGULAR AGENDA:

34. Update from the Greater Fargo-Moorhead Economic Development Corporation.
35. Public Hearings - 5:15 pm:
 - a. CONTINUE to 10/22/18 - Hearing on a dangerous building located at 1101 7th Street North.
 - b. Application filed by SMC Fargo JV, LLC d/b/a Fargo Courtyard for a Class "ABH" Alcoholic Beverage License at 2249 55th Street South.
36. Recommendation for appointments to the Housing and Redevelopment Authority.
37. Recommendation for appointments to the Fargo Youth Initiative.
38. Adopt the 2019 City of Fargo budget and proposed tax levies.

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.

Fargo Quarterly Update
9-19-2018

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Business Development

For YTD 2018, 6 of 12 total GIF loan approvals are from Fargo, totaling \$632,000 in approved loan funds and part of \$41.6 million in capital investments by the companies.

7 new attraction projects, 7 considering Fargo as possible site.

Attended Fargo property tax committee meeting.

METROCOG Transportation Committee meeting.

Testified at Interim Tax Committee hearing.

Met with Emerging Prairie on future of Drone Focus.

Met with EDA and regional development council on new Opportunity Zone program.

Attended EDND board meeting.

USDA headquarter project identified multiple properties for this opportunity.

Entrepreneurial Support

17 of 26 (65%) entrepreneurs assisted in Q3-2018 were Fargo entrepreneurs. Two current active projects of non-area startups looking to locate in Fargo.

Continue to curate Fargo edition of Techstars Startupdigest.com calendar & bi-weekly email.

Participated in Kauffman Foundation's ESHIP Summit where participants (600+) work in small teams to address key issues facing community entrepreneurial ecosystem building.

Attend & participate in events to promote community efforts and interact with the various people of our entrepreneurial ecosystem: 1 Million Cups, Emerging Prairie, Fargo Inc. Advisory Board, NDSU RTP, Drone Focus, TEDx, CoStarters, Girl Develop It, Folkways & more.

Represent the City of Fargo on the Steering Committee, Executive Committee and Loan Committee of the ND Opportunity Fund (State Small Business Credit Initiative).

Participating on organizing committee for Creative Mornings Fargo. GFMEDC also provided seed sponsorship funds to get this monthly event going. June was the first event for Fargo.

Participate in a wide variety of meetings/calls/speaking with individuals/organizations seeking knowledge and input on their initiatives as they view GFMEDC as an effective community resource.

Workforce

7 Community tours for these companies: John Deere Electronic Solutions and Border States Electric.

Lisa Gulland Nelson and Tifanie Gelinske met with marketing representatives from the CVB and FMWF Chamber to discuss next steps for marketing www.liveinfargo.com. Follow-up included a

survey monkey sent to employers recruiting to help identify areas where people are recruiting from, outside of the metro.

Attended quarterly Workforce Development Council meeting.

Lisa Gulland Nelson and Tifanie Gelinske met with HR team at Sanford Health to discuss how we can support their recruiting initiatives.

Communications/Investor Relations

EDC has begun creating talking points to assist investors and partners when talking about the EDC.

FM Ambassador Page on Facebook has increased to more than 290 members and gives members the ability to learn about and sell Fargo.

The EDC will put on another FM Welcome Party in October. Go to www.FMWelcomeParty.com for more information.



Fargo Inspections

City of Fargo
200 Third Street North
701-241-1561
fax 701-241-1526



Memorandum

DATE: September 19, 2018
TO: Mayor Mahoney and Board of City Commissioners
FROM: Bruce Taralson, Inspections Administrator *BT*
SUBJECT: Dangerous Building Notice and Order at 1101 7 Street N., Fargo, ND 58102

On September 6, 2018, a Dangerous Building hearing was requested to be scheduled for Monday, September 24, 2018. Please accept this request for a hearing continuance to Monday, October 22, 2018.

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MEMORANDUM

TO: Board of City Commissioners

FROM: Steven Sprague, City Auditor

SUBJECT: Liquor License Application – Fargo Courtyard

DATE: September 19, 2018

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

License Class: ABH Hotel bar, full alcohol, no food requirements
Business Name: Fargo Courtyard
Location: 2249 55th Street South
Applicants: Mary Kramvik

Being no significant concerns, the Liquor Control Board voted to approve the issuance of the license. The complete application is available for review in the Auditor's Office.

Recommended Motion:

Move to approve the issuance of a Class ABH alcoholic beverage license to Fargo Courtyard.

MEMORANDUM

TO: Chief David Todd

FROM: Sergeant Matt Christensen

DATE: August 6th, 2018

SUBJECT: Application for a Class "ABH" Alcoholic Beverage License for SMC Fargo JV, LLC d/b/a: Fargo Courtyard to be located at 2249 55th Street South, 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:

Mary Kramvik – Owner

Criminal History- No concerns

Credit History- No concerns

Investigation Notes

This application is for an "ABH" license that would allow the hotel to serve "on-sale" or "off-sale". This application is mainly to allow the Courtyard by Marriot to have a Bistro that would offer alcoholic beverages. This type of business model is common for most of the Courtyard by Marriot locations in the country and the applicant would like the Fargo location to be no different. My investigation into this application did not uncover any issues that would lead me to believe the issuance of this license would cause problems for the surrounding neighborhood and/or Law Enforcement.

Business Location

Fargo Courtyard will be located at 2249 55th Street South, Fargo, ND. Other businesses in the area with an alcoholic beverage license include; Four Points by Sheraton and Izumi Sushi and Hibachi.

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.

Dr. Timothy J. Mahoney, Mayor

Fargo City Hall

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Fargo, ND 58102

Phone 701.241.1310 | Fax: 701.476.4136

TMahoney@FargoND.gov

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MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: MAYOR TIMOTHY J. MAHONEY



DATE: SEPTEMBER 17, 2018

SUBJECT: APPOINTMENTS TO THE HOUSING AND REDEVELOPMENT
AUTHORITY

The terms of Thomas Jefferson and Bryce Alme Johnson on the Housing and Redevelopment Authority expire on September 30, 2018. Both Mr. Jefferson and Ms. Alme Johnson are willing to serve another term and I am, therefore, recommending their reappointment.

Your favorable consideration of this recommendation will be greatly appreciated.

RECOMMENDED MOTION: To approve and confirm the reappointment of Thomas Jefferson and Bryce Alme Johnson to the Housing and Redevelopment Authority for three-year terms ending September 30, 2021.

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MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: COMMISSIONER TONY GEHRIG

DATE: SEPTEMBER 19, 2018

SUBJECT: FARGO YOUTH INITIATIVE (FYI)

In 2012, the Fargo City Commission voted to support the creation of a youth advisory commission called the Fargo Youth Initiative. The mission of FYI is to empower the voice and unite the youth of Fargo through actions and teamwork.

Since its inception, smart, caring and committed young leaders, representing public schools in Fargo have met monthly (sometimes more) to discuss opportunities and issues facing young people in our community. Below you will find a list of interested participants for this year. I am recommending they be appointed as the Fargo Youth Initiative members for the 2018-2019 academic year. I am also recommending that adult mentors from the Fargo Planning Department, Fargo School District, former FYI members, and I be allowed to help guide the process.

I appreciate your support of the Fargo Youth Initiative and the inclusion of new and young voices in the public process.

RECOMMENDED MOTION: To appoint the following to serve as Fargo Youth Initiative members for the 2018-2019 academic school year.

Returning Members: Martha Denton (North-12), Tate Fisher (North-12), Ameena Jovonovich (North-11), Jack Lingle (Davies-11), Morgan Mastrud (North-12), Hadley Mineer (North-11), Juliet Sampson (Davies-12), Ed Shen (Davies-12)

New Members: Grace Beauchamp (Shanley-12), Kaitlyn Bellum (Oak Grove-12), Chloe Bry (South-11), Olivia Drake (Davies-10), Yvonnah Marshall (South-10), Erika Spanjer (North-9), Kha (Andy) Tao (Davies-9), Mya Winjum (Davies-11)

Dr. Timothy J. Mahoney, Mayor

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TO: BOARD OF CITY COMMISSIONERS
FROM: MAYOR TIMOTHY MAHONEY
DATE: SEPTEMBER 20, 2018
RE: 2019 BUDGET

The 2019 preliminary budget and taxation hearing was held on September 10th. The purpose of the hearing was to allow public input on the proposed tax levies and any comments on the preliminary budget.

The City Commission is required to approve a final budget no later than October 6th, therefore, I am asking for your consideration of these recommendations.

Suggested Motion: To approve the preliminary budget as the final budget for 2019 and proposed tax levies as presented.