



**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 (Vanessa Hernandez) 

**DATE:** January 16, 2019

**RE:** Tuesday, January 22 Parking Commission Retreat Agenda

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***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.*

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

**PARKING COMMISSION**  
**Tuesday, January 22, 2019, 9:00 a.m.**  
**Meadowlark Room, Fargo City Hall**  
**AGENDA**

1. Discussion Items
  - a. Changes in Parking System (attachment)
  - b. Interstate Parking Report on Facility Usage (attachment)
  - c. Block 9 Parking Garage (attachment)
  - d. Downtown Plan Parking Memo (attachment)
  - e. Transit Center – Future Plans (attachment)
  - f. FM Link (attachment)
  - g. Helenske/Carl Walker Report (attachment)
  - h. Renewal Plan for the Goodyear Site (attachment)
  - i. Redevelopment Opportunities on NP (attachment)
2. Future Parking Plans (attachment)
  - a. Goodyear- Mercantile Site
  - b. NP Avenue Lot
  - c. Civic Center Addition
  - d. Block 2
3. Structure
  - a. DCP, Transit, Etc.
  - b. Additional Members and Representation
  - c. Roles and Responsibilities, Bylaws, Strategic Plan
4. Different Technology Possibilities

*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).*

5. Highlights from Downtown InFocus (attachment)
  - a. Future Land Use, Downtown Street Network, Parking Information, and Implementation Timeline
6. Business Items
  - a. Minutes – Meeting of December 20, 2019 (attachment)



**MEMORANDUM**

**TO: PARKING COMMISSION**

**FROM: JIM GILMOUR, DIRECTOR OF STRATEGIC PLANNING AND RESEARCH** 

**DATE: OCTOBER 17, 2018**

**SUBJECT: FUTURE PARKING FACILITIES**

I would like to begin a discussion on the need for additional parking facilities in downtown Fargo. Most of our parking facilities are at capacity because of the new businesses in the downtown area and the significant closure of surface parking lots.

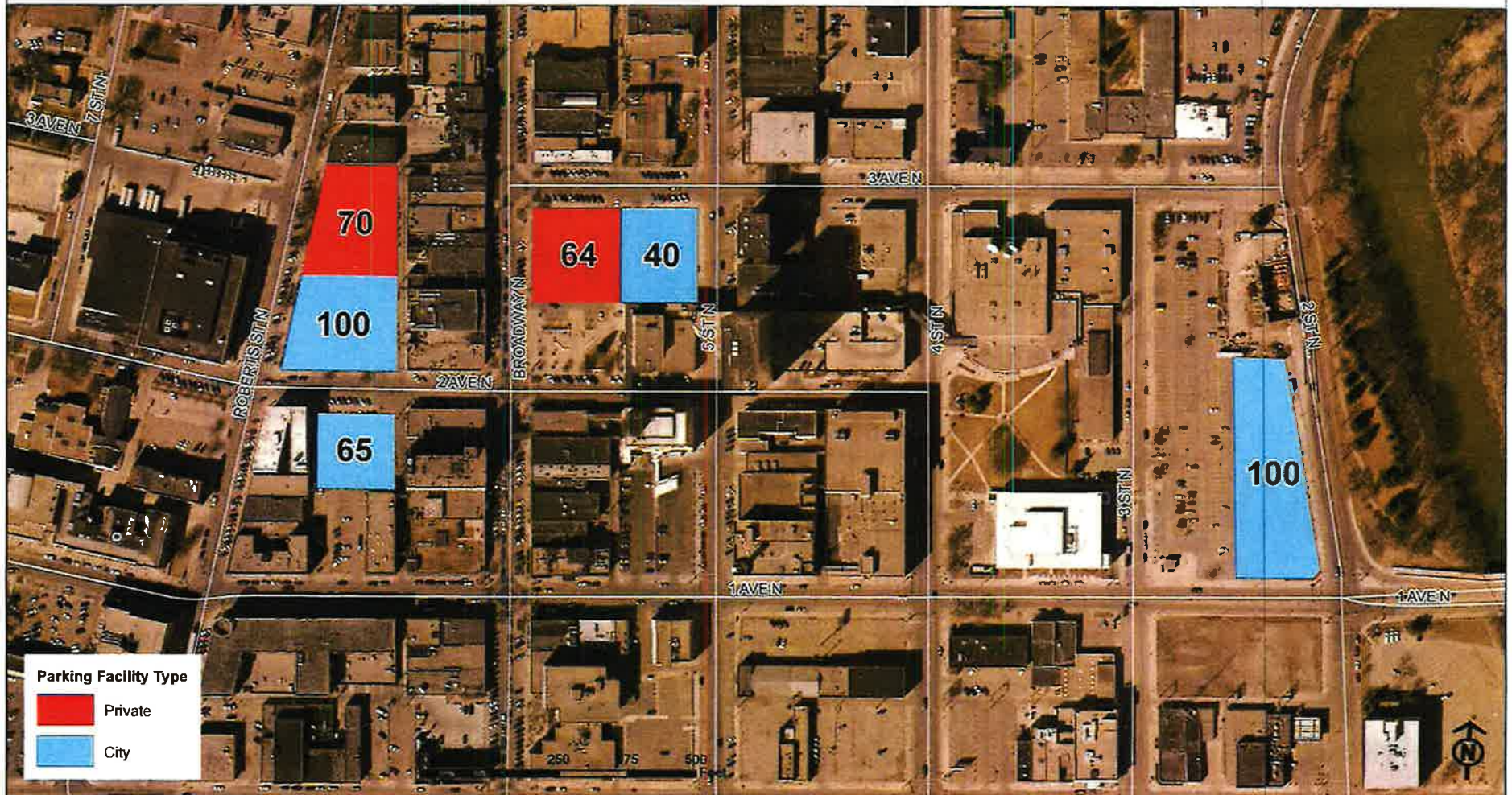
Over the past four years, three public surface lots have closed, one public lot is no longer leasing parking to the public and two privately owned lots have closed. These closures are as follows:

- 2015 – The Civic Center lot is reduced in size for a pump station and flood wall project. Parking spaces are no longer rented to downtown employees, eliminating 100 parking spaces from the inventory.
- 2016 – Roberts Commons Garage construction begins, closing a city surface lot of 100 parking spaces and an adjacent private lot with 70 parking spaces.
- 2017 – Roberts Commons Garage opens, and the city sells a lot with 65 parking spots to the Kilbourne Group. The lot is no longer available to the public.
- 2018 – Block 9 construction begins. The City lot with 40 parking spaces and the US Bank plaza lot with 64 spaces are both closed.

Roberts Commons added 454 parking spaces; however, with the closure of all of the surface lots eliminated approximately 439 parking spaces. There has only been a net gain of 15 parking spaces available to the public downtown.



# Fargo Surface Parking Facilities - Closing






**INTERSTATE PARKING COMPANY OF ND**

401 3rd Avenue North

Fargo, North Dakota

Phone: (701) 235-1618

 E-Mail: [ndinfo@interstateparking.com](mailto:ndinfo@interstateparking.com)
[www.fargoparking.com](http://www.fargoparking.com)
**MEMORANDUM**
**TO:** Parking Commission

**FROM:** Interstate Parking

**DATE:** 1/14/2019

**RE:** Parking Retreat

Lot	Facility	Monthly Spaces	Spaces Rented	Spaces Available	Waitlist	% Sold	Tickets per Day	Avg. Ticket Value	Occupancy
4001	Civic Ramp	225	251	0	52	112%	32.7/ 31.3 (+1.4)	\$6.56 / \$5.99 (+.57)	85%
4006	NP Ave.	75	84	0	0	112%	37/40.6(-3)	\$4.01/\$3.90(+.11)	70%
4007	GTC	185	195	0	3	105%			64%
4008	4th St.	174	266	0	0	153%			50%
4009	3rd St.	145	191	0	10	132%			79%
4010	Main Ave.	75	85	0	0	113%			92%
4011	IPR	355	411	100	0	116%			69%
4012	7th Street	26	28	0	5	108%			69%
4013	Roberts Commons	380	423	0	28	111%	296.7/278.4(+18)	\$1.40 / \$1.46 (-.06)	71%

**Parkers by Account: ND4001 Civic Center Ramp**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000004 Gate City Bank/Office Services Dept	3
ND000006 Nilles Attorneys	38
ND000007 Packet Digital	23
ND000009 Prairie Public Television	49
ND000010 Radisson Hotel	52
ND000011 Sanford Health	73
ND000107 Wild and Associates	6
ND000282 Sanford Health Validations	1
ND000311 Prairie Public Validations	1
ND000336 Brokers Commercial Property	2
ND000376 Nilles Attorneys- Validations	1
ND000379 IPC	2

12 Accounts

251 Parkers

**Parkers by Account: ND4006 NP Avenue Lot**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000082 Sue Beyer	1
ND000083 Flint Communications	11
ND000084 Fredrikson & Byron	5
ND000092 Polished Nail Spa	6
ND000094 HDR %Carla Schwebach	2
ND000358 McGough Construction	5
ND000397 Global Development	204 (182)
ND000466 Tri College University	1
ND000531 Lydia Krause	1
ND000548 Swanson Health Products	2
ND000563 Fort Noks	1
ND000564 Fargo Fire Department	30
ND000565 Carol M Brock	1
ND000567 Joseph Steinmann	1
ND000612 Kacie Schulz	1
ND000613 CityScapes Plaza	19
ND000624 CityScapes/OnSharp	10
ND000631 CoSchedule	1
ND000653 Adam Heckathorn- Bike Locker	1
ND000668 Madelyn Knowlton	1
ND000670 Sylvia Greene	1
ND000682 JDP	1
ND000687 Luke Boucher	1
ND000689 John Aranda	1
ND000695 Kennelly Business Law	1
ND000697 Emerging Prairie	8
ND000698 Raphael Royaute	1
27 Accounts	318 Parkers





**Parkers by Account: ND4007 GTC Garage**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000159 Alerus Financial	6
ND000160 Gretchen Anderson	1
ND000167 Ida Bubendorf	1
ND000175 Gary Christianson	1
ND000183 Greater F/M Economic Development	2
ND000187 John Fischer	1
ND000188 Gate City Bank/Office Services	83
ND000190 Tom Heilman	2
ND000191 Greg Hahn	1
ND000192 Neal Haaland	1
ND000194 Mark Johnson	1
ND000199 McNair Larson Carlson LTD	1
ND000204 Tony Luz	1
ND000208 Janet Matejka	1
ND000210 Tom Moore	1
ND000211 Matthew Engen	1
ND000213 Ron Nomeland	2
ND000214 Presidio Property Trust Inc.	11
ND000215 John Neuenschwander	1
ND000219 Matt Rustad	1
ND000222 Royal Jewelers	2
ND000224 Michael Sjothum	1
ND000231 Kristine M Shea	1
ND000233 Judy Svir	1
ND000237 Vogel Law Firm	7
ND000292 Red River Womens Clinic	3
ND000349 Andy Renfrew	1
ND000430 Blair Kiland	1
ND000495 Judy Everett	1
ND000570 Family Healthcare Center	5
ND000583 Trevor Holtgard	1
ND000588 Randall Fish	1
ND000614 Syris Jenson	1
ND000615 Sentry Security	2
ND000617 Codelation	2
ND000641 Wow LLC	1
ND000647 Sam Lewis	1
ND000648 Steve Jundt	1
ND000649 Kennelly Business Law	2



PARIS

Interstate Parking Company - ND

1 of 2

**Parkers by Account: ND4007 GTC Garage**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000652 Rodenburg Law Firm	2
ND000656 Robert Thompson Jr.	1
ND000658 Gate City Bank- Bike Locker	1
ND000660 Sayler Jenson	1
ND000664 James Drewelow	1
ND000666 Erin Slack	1
ND000667 RD Offutt	30
ND000673 Deborah Leuning	1
ND000674 Jaques Harvieux	1
ND000676 Cheyenne Krantz	1
49 Accounts	195 Parkers



**Parkers by Account: ND4008 4th Street Lot**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000138 Family Healthcare Center	40
ND000148 Rodenburg & Lavinger	27
ND000274 Atos Restaurant Technology	185
ND000286 Dorothy Weyrauch	1
ND000310 TRN Abstract	8
ND000329 Prairie Public Broadcasting Inc.	4
ND000482 Collins and Krank	1
7 Accounts	266 Parkers





**Parkers by Account: ND4009 3rd Street Lot**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000099 Red River Regional Dispatch	46
ND000100 Ameripride Services Inc	39
ND000101 Family Healthcare Center	46
ND000102 Rodenburg & Lavinger	22
ND000104 TRN Abstract	2
ND000105 Vogel Law Firm	43
ND000106 Office Sign Co.	16
ND000363 Boechler P.C.	4
ND000364 Collins and Krank	2
ND000366 Revel Digital	6
ND000384 Don Nelson	1
11 Accounts	227 Parkers



**Parkers by Account: ND4010 Main Avenue Lot**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000153 Kris Hudson	1
ND000273 Atos Restaurant Technology	40
ND000586 Buck Properties	9
ND000601 Tamara Sorby	1
ND000603 Kenneth Astrup	1
ND000605 April Leitch	1
ND000654 Susan Hansen	1
ND000661 Dalene Burley	1
ND000671 Dominik Kraemer	1
ND000677 Bell Bank	28
ND000686 Justin Beauchane	1
11 Accounts	85 Parkers

**Parkers by Account: ND4011 Island Park Ramp**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000242 Adam Nesvold	1
ND000244 Bank of the West	152
ND000249 Dr. Blake Ristvedt Dental	4
ND000260 Legal Professionals LTD	2
ND000261 RD Offutt	17
ND000265 Sanford Health	100
ND000266 Sanford Health (Foundation)	7
ND000267 Shultz & Associates Architects	7
ND000270 Wimmers Diamonds	4
ND000271 YMCA	72
ND000426 Bell State Bank and Trust	1
ND000437 Michael Sjothum	1
ND000447 N3 LLC	20
ND000556 Brian Thompson	1
ND000621 Brice Powell	1
ND000635 Doug Naves	1
ND000642 Anders Clow	1
ND000662 Steffes Group Inc	2
ND000678 Austin W Bieri	1
ND000680 Robert Stein	1
ND000684 Spotlight Media	9
ND000685 Brandi Malarkey	1
ND000688 Dan Leeaphon	1
ND000690 Alisa Welsch	1
ND000691 Connor Cease	1
ND000692 Christine Jaeger	1
ND000694 Rex Dahl	1
27 Accounts	411 Parkers



**Parkers by Account: ND4012 7th Street North**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000080 Michael D Nelson	1
ND000095 Salon 315	4
ND000121 Brian Weimer	1
ND000130 Ila Hegg	1
ND000197 Miles Martine	1
ND000259 Brady Heath	1
ND000264 Jason Reed	1
ND000317 Mark Honzay	1
ND000318 Seth Morken	1
ND000319 Alex Jellison	1
ND000341 Tyler Gangl	1
ND000372 Sam Dollerschell	1
ND000386 Noah Johnson	1
ND000389 Brent Roger Johnson	1
ND000444 Quinn Las	1
ND000446 Colin Ceason	1
ND000455 Chelse Ware	1
ND000460 Rogelio Adame	1
ND000463 Ross Hettervig	1
ND000465 Brittany Dawson	1
ND000521 Mohsen Tahmasebi Nasab	1
ND000523 Tony Fugleberg	1
22 Accounts	25 Parkers



**Parkers by Account: ND4013 Roberts Commons Garage**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000003 Gate City Bank	155
ND000014 McGough Construction(Fargo Office)	8
ND000015 Arthur Ventures Management LLC	1
ND000018 Scan Design	2
ND000019 Prairie Petals	1
ND000022 King House Buffet	2
ND000025 Mark Olson	1
ND000026 Rick Stenerson	1
ND000027 Swanson Health Products	2
ND000032 Sanford Health	3
ND000034 Jared Kleven	1
ND000035 Greg Stumbo	1
ND000036 Kilbourne Group	26
ND000037 Jerrod Hoaas	1
ND000038 Tallgrass Trail	2
ND000096 KCM	8
ND000103 Blackbird Woodfire	2
ND000115 Borderstate Management	3
ND000124 EAPC Architects Engineers	11
ND000136 Thoreson & Steffes	6
ND000140 Packet Digital	6
ND000144 DFI BE LLC	2
ND000149 V.F.W. Club	4
ND000151 Wold Johnson PC	7
ND000158 Terry Traylor	1
ND000170 Ben Tiedmann	1
ND000171 Rosemary Jones	1
ND000178 Cynthia Kunz	1
ND000180 Paul Luoma	1
ND000182 Jamie Kunz	1
ND000189 Mitchell Cowell	1
ND000195 Julie Sherlund	1
ND000218 Nathaniel Booher	1
ND000241 Gallery 4	12
ND000243 Dempseys	4
ND000246 BID Chris Schlepp	2
ND000247 Eric Matthews	1
ND000256 Office of the Clerk	1
ND000263 CityScapes/OnSharp	3

**Parkers by Account: ND4013 Roberts Commons Garage**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000268 CityScapes Plaza, LLC	18
ND000272 Mortenson Construction Validations	1
ND000276 JDP	1
ND000277 Jaeger Ewing	1
ND000278 Starforce National Corp	3
ND000285 Yvonne Schiliplin	1
ND000288 TAT Fargo Satellite	1
ND000295 Samantha Miller	1
ND000296 Abovo	4
ND000298 Nicholas Quam	1
ND000300 City Of Fargo- Civil Engineer	8
ND000305 Lindsey Buchholz	1
ND000307 Harry Twells	1
ND000320 Tracy Jordre	1
ND000323 Thomas Hinze	1
ND000334 Hanson Properties LLC	1
ND000342 Hatch Coaching	4
ND000344 Teresa Hartwig	1
ND000346 Steven Stalboerger	1
ND000347 Jennifer Hoffman	1
ND000348 Todd R Medd	1
ND000350 Joel Davy	1
ND000351 Mark Eskildsen	1
ND000352 Matt Torgerson	1
ND000365 Oswald Scantlebury	1
ND000367 Michael Coleman	1
ND000368 Brett Nilles	2
ND000369 Bret Ridenour	1
ND000370 Mortenson Construction	1
ND000374 Wild & Associates	3
ND000375 Others Shop	4
ND000387 Sean Howard	1
ND000388 Youngblood Coffee	1
ND000390 Tina Richards	1
ND000391 Susan McGaffigan	1
ND000393 Daniel A Geisel	1
ND000395 David Morreau	1
ND000399 Anna Diederich	1
ND000401 Scott McKernan	1



**Parkers by Account: ND4013 Roberts Commons Garage**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000402 Siri and Geoffrey Thanden	1
ND000408 Christer Horstman	1
ND000410 Judith Fisher	1
ND000414 Evan Kjos	1
ND000417 Cloe Kilwein	2
ND000419 Corin R Bowen	1
ND000420 OPGO Marketing	1
ND000421 US Probation Office	1
ND000423 Power Plates Meals	2
ND000424 Miranda Christensen	1
ND000427 John Gary Indrehus	1
ND000428 Gregory Augustine	1
ND000429 Hill Law Office LLC	3
ND000431 Ian Johnson	1
ND000432 Brittany Zimmerman	1
ND000435 Jordan Moore	1
ND000436 Tim Thornton	1
ND000438 Meagan Diss	1
ND000439 John Rommesmo	1
ND000441 Cameron Leinen	1
ND000443 William Morehouse	1
ND000450 Sophie Wood	1
ND000451 Vishal Uppala	1
ND000457 Genevieve Eidem	1
ND000461 Matthew Huckenpoehler	1
ND000462 Adele L Geiger	1
ND000467 Ann Olheiser	1
ND000468 Lisa Yoney	1
ND000469 Matt Osborne	1
ND000470 Maggie Livingston	1
ND000471 Jim Myhra	1
ND000472 Aaron Buchholz	1
ND000473 Gregory Gorze	1
ND000476 Michael Sugurdson	1
ND000477 Ann Schulze	1
ND000478 Dave Wasness	1
ND000479 Pam Hedrich	1
ND000480 Derek Harris	1
ND000483 Holly Warren	1



PARIS

Interstate Parking Company - ND

3 of 4

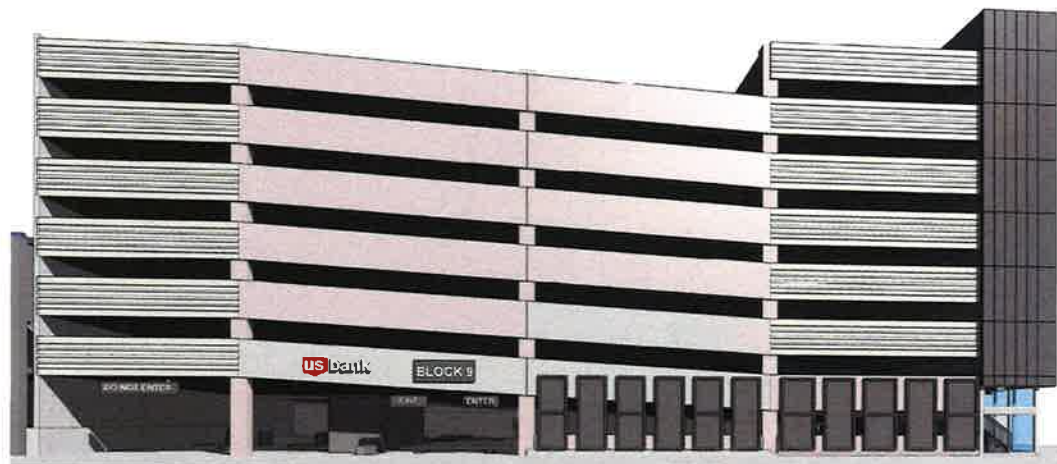
**Parkers by Account: ND4013 Roberts Commons Garage**

Printed 1/14/2019

Active Parkers as of 12/31/2018

Account	Parkers
ND000484 Delton Steele	1
ND000486 Jacquelyn Ness	1
ND000487 Jill Perez	1
ND000488 Todd Searcy	1
ND000489 Rose Wolf	1
ND000490 Travis Koch	1
ND000492 Brett Shewey	1
ND000493 Cathy Borgie	1
ND000494 Bryan Strom	1
ND000496 US Bank	3
ND000497 Ajah Hoglund	1
ND000498 Ron Robson	1
ND000499 Valerie Benson	1
ND000500 Katie Astrup	1
ND000501 Susan Richard	1
ND000502 Troy Aipperspach	1
ND000503 Caitlin Biffert	1
ND000504 Derek Kubicek	1
ND000505 Angela Anderson Swenson	1
ND000506 Brian Bahe	1
ND000507 Susan Hilzendager	1
ND000508 Sara Johnson	1
ND000510 Abigail Olson	1
ND000511 Charles Peterson	1
ND000512 Jacqueline Shaw	1
ND000514 Courtney Werre	1
ND000515 Carlee Willander	1
ND000516 Melissa Zastrow	1
ND000517 Folkways Attn Steve French	1
ND000518 Pentex Restaurant	7
ND000519 Samuel Classen	1
ND000520 Harry Schulz	1
ND000522 US Bank Validation Account	1
ND000525 Makenzi Pies	1
151 Accounts	450 Parkers

PARKING STALL COUNT-BLOCK 9 PARKING RAMP						
	STANDARD SPACES	ADA SPACES	COMPACT SPACES	TOTAL SPACES	SQUARE FEET	EFFICIENCY
FIRST LEVEL	19	2	0	21	20496	976
SECOND LEVEL	46	1	0	46	18624	384
THIRD LEVEL	56	1	0	56	20496	347
FOURTH LEVEL	56	1	0	56	20496	347
FIFTH LEVEL	56	1	0	56	20496	347
SIXTH LEVEL	56	1	0	56	20496	347
SEVENTH LEVEL	56	1	0	56	20496	347
SEVENTH 1/2 LEVEL	14	0	0	14	4971	355
TOTAL	371	8	0	379	146771	387 SF/SPACE



**Block 9 Parking Garage**  
226 5th Street North, Fargo ND 58102



CONSTRUCTION DOCUMENTS  
MARCH 2, 2018

REV	DATE	DESCRIPTION
1	03/02/18	ISSUED FOR PERMIT
2	03/02/18	ISSUED FOR PERMIT
3	03/02/18	ISSUED FOR PERMIT
4	03/02/18	ISSUED FOR PERMIT
5	03/02/18	ISSUED FOR PERMIT

DESIGNED BY	PROJECT NUMBER
DRAWN BY	DATE PLOTTED
CHECKED BY	SCALE
APPROVED BY	PROJECT NUMBER

3D VIEWS

A004

Item 1c



KILBOURNE  
GROUP

**R.D. OFFUTT**  
**COMPANY**

**Block 9 Parking Garage**

226 5th Street North, Fargo, ND 58102



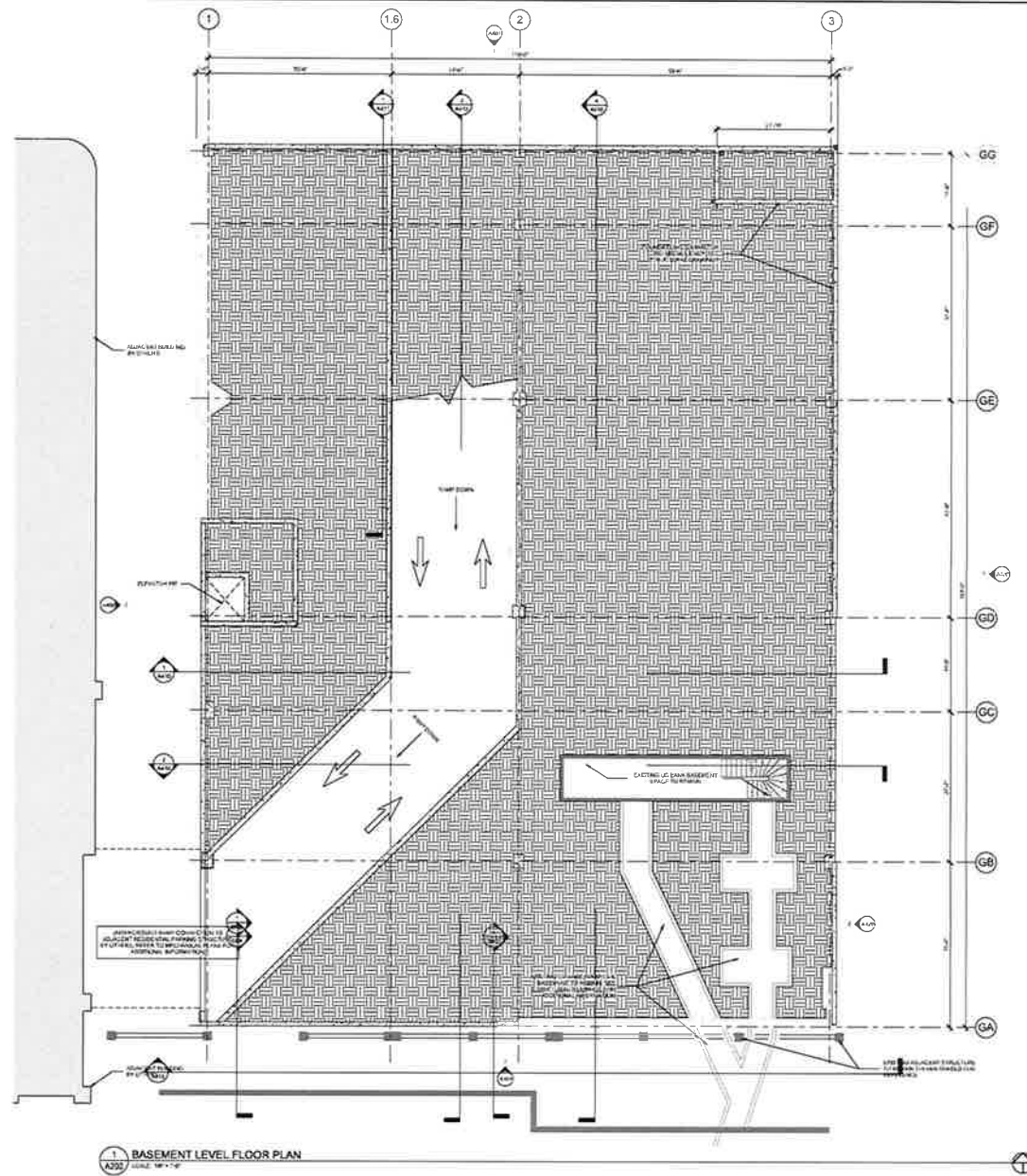
CONSTRUCTION  
DOCUMENTS  
MARCH 2, 2018

Biology Lab		
No.	Topic	Remarks
1	Microscopy	
2	Microscopy	
3	Microscopy	
4	Microscopy	
5	Microscopy	
6	Microscopy	
7	Microscopy	
8	Microscopy	
9	Microscopy	
10	Microscopy	

2567400  
 PROJECT NUMBER  
 WGL/MHA  
 20-000000  
 CREDIT BY  
 CAM  
 TJM  
 PROJECT NAME

**BASEMENT FLOOR  
PLAN**

## A200







COLLABORATIVE  
DESIGN GROUP

225 West Street, Suite 100  
Fairfax, Virginia 22031  
703.281.1234  
www.collaborativedesigngroup.com

KILBOURNE  
GROUP

R.D. OFFUTT  
COMPANY

# Block 9 Parking Garage

228 5th Street North, Fargo, ND 58102



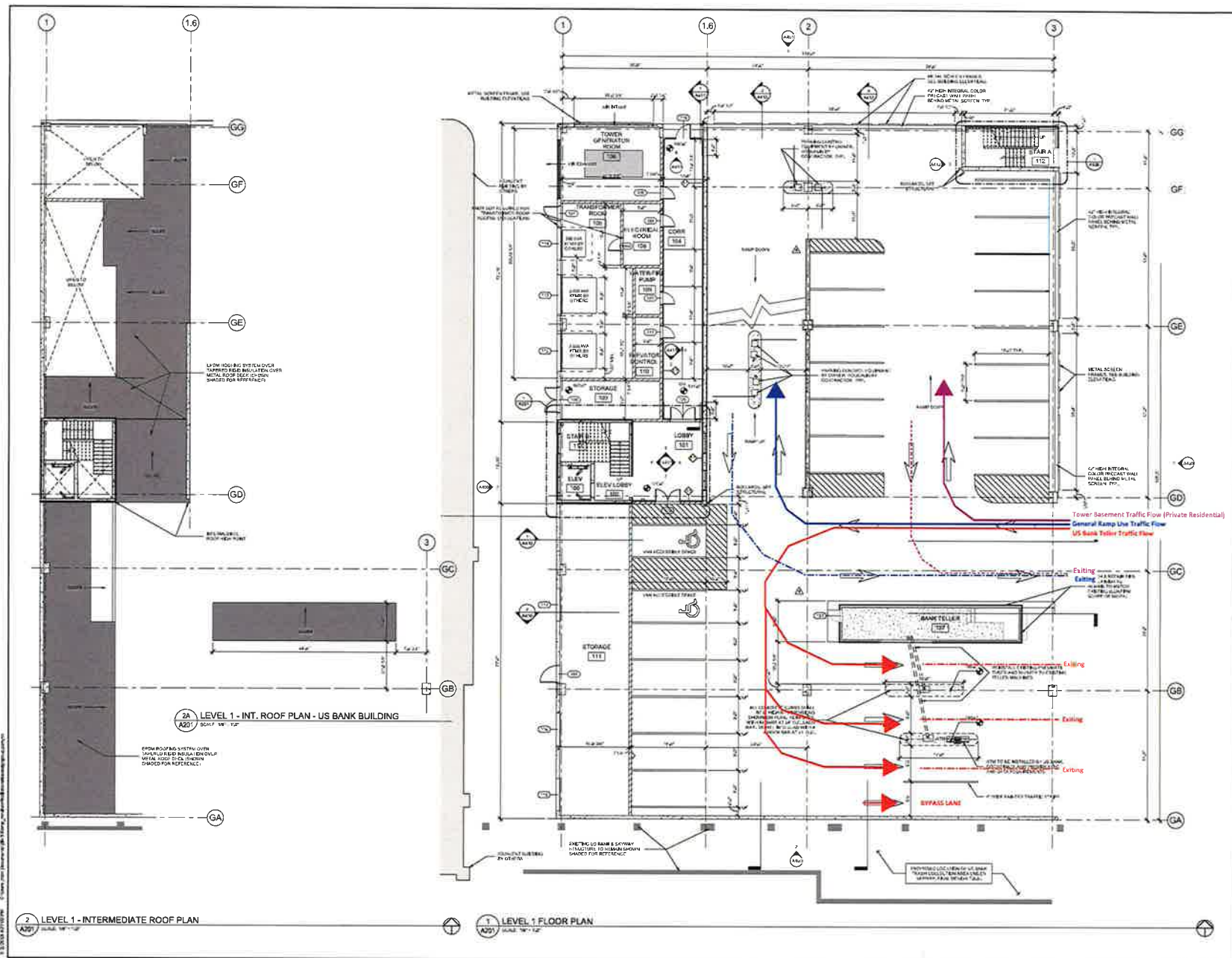
CONSTRUCTION  
DOCUMENTS  
MARCH 2, 2018

REVISIONS		
No.	Date	Description
1	3/1/18	ISSUED FOR PERMIT
2	3/1/18	ISSUED FOR PERMIT
3	3/1/18	ISSUED FOR PERMIT
4	3/1/18	ISSUED FOR PERMIT
5	3/1/18	ISSUED FOR PERMIT
6	3/1/18	ISSUED FOR PERMIT
7	3/1/18	ISSUED FOR PERMIT
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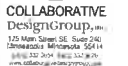
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PROJECT NAME  
SHEET NO.  
DATE  
CADD  
PROJECT NO.

LEVEL 1 FLOOR  
PLAN &  
INTERMEDIATE  
ROOF PLANS

A201







**KILBOURNE  
GROUP**

**R.D. OFFUTT**  
**COMPANY**

**Block 9 Parking Garage**

226 5th Street North, Fargo, ND 58102



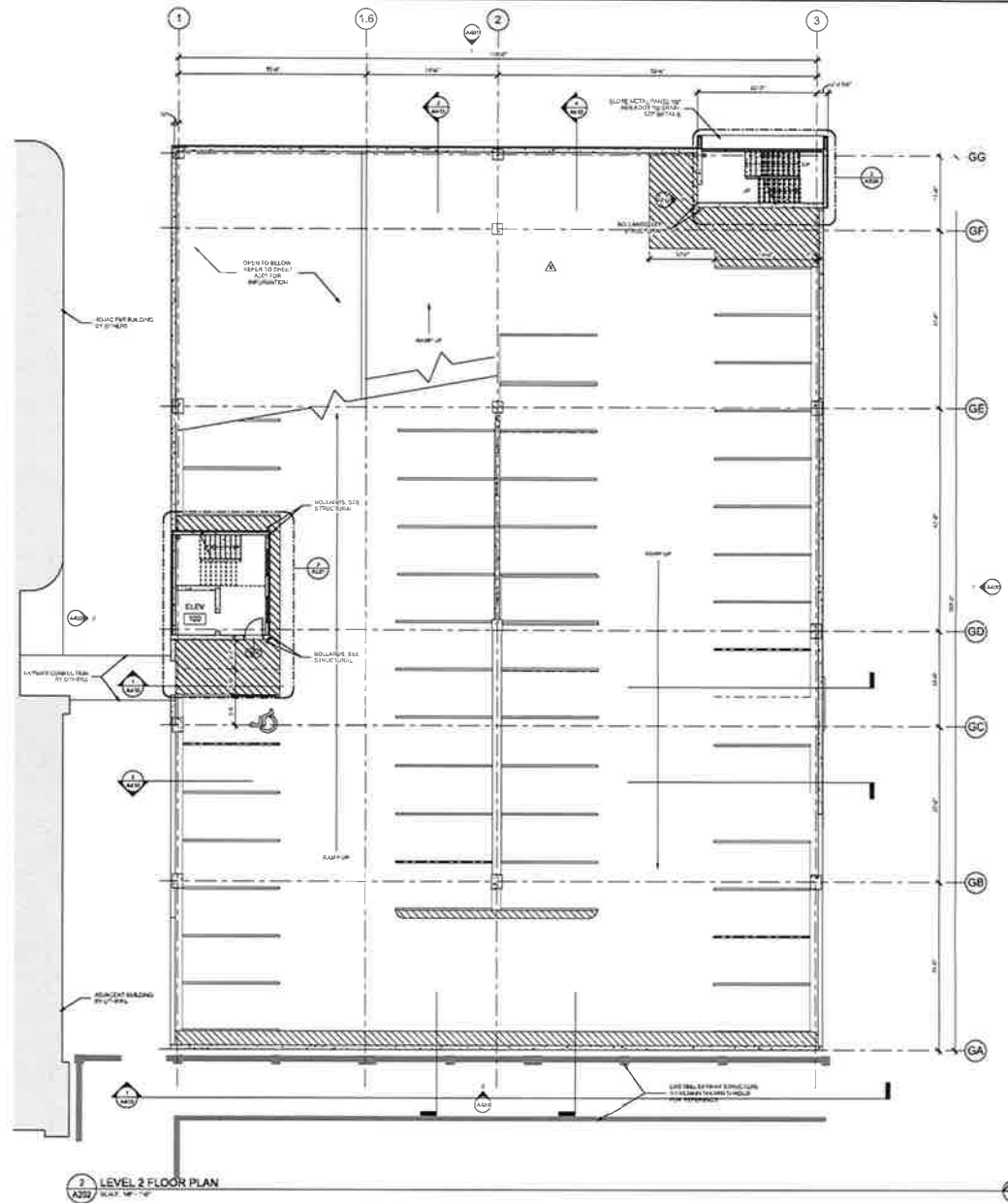
CONSTRUCTION  
DOCUMENTS  
MARCH 2, 2018

BIBLIOTHEQUE LEON		
N°	Titre	Remarques
1	Chauvin J. - Les 100 premiers	
2	Chauvin J. - Les 100 premiers	
3	Chauvin J. - Les 100 premiers	
4	Chauvin J. - Les 100 premiers	
5	Chauvin J. - Les 100 premiers	
6	Chauvin J. - Les 100 premiers	
7	Chauvin J. - Les 100 premiers	
8	Chauvin J. - Les 100 premiers	
9	Chauvin J. - Les 100 premiers	
10	Chauvin J. - Les 100 premiers	

S707400	
PAPER COVER	
WCL/MHA	
DATE OF	ENTERED BY
CASH	TRM
PROJECT NO.	PROJECT AREA

LEVEL 2 FLOOR  
PLAN

A202





**KILBOURNE  
GROUP**

**R.D. OFFUTT**  
COMPANY

**Block 9 Parking Garage**

226 5th Street North Fargo, ND 58102



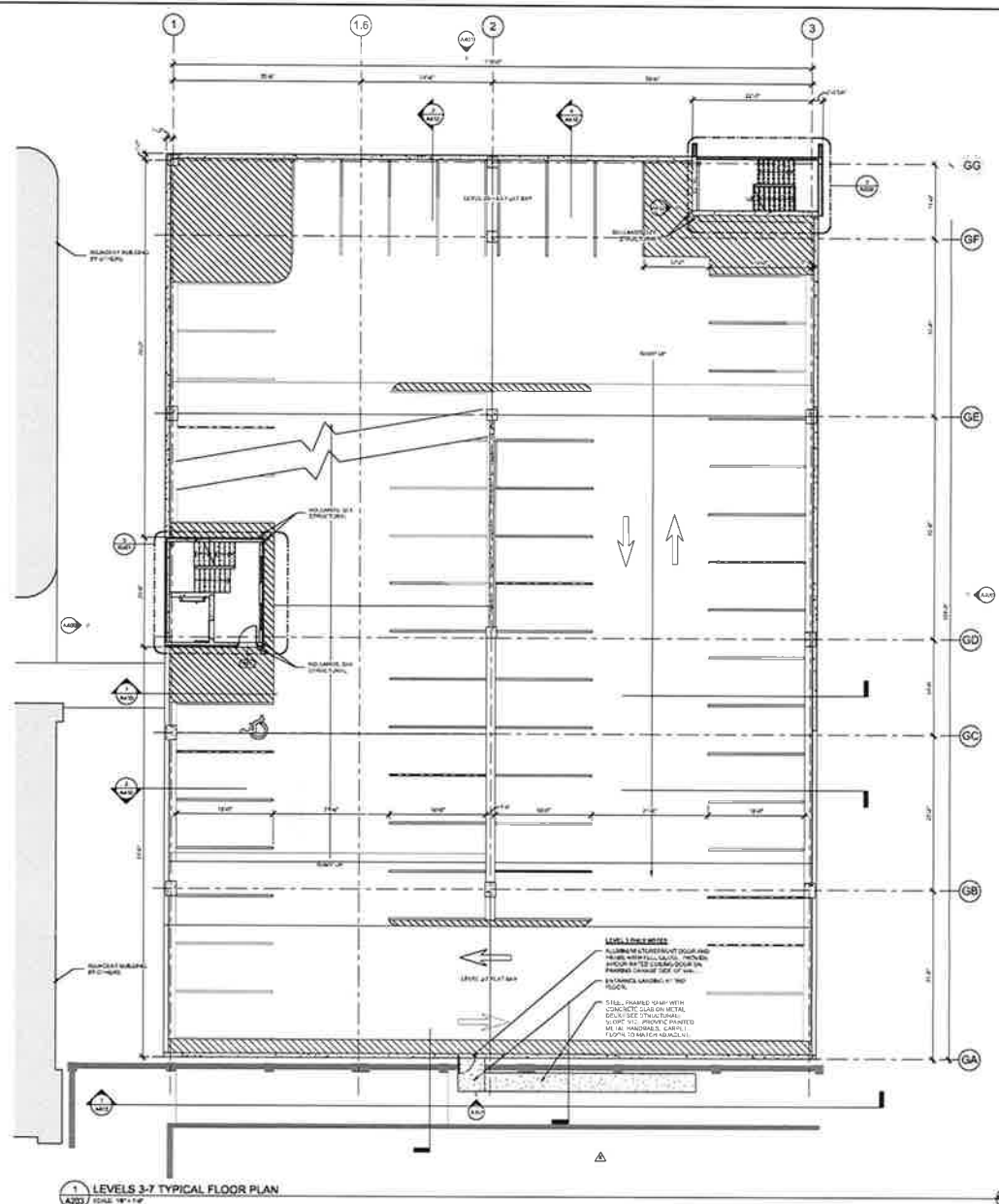
CONSTRUCTION  
DOCUMENTS  
MARCH 2, 2018

TENNIS LOG		
SNo.	Details	Remarks/Remarks
1	CHANDLER	80% ON PRACTICE
2	CHANDLER	100% ON PRACTICE
3	CHANDLER	100% ON PRACTICE
4	CHANDLER	100% ON PRACTICE
5	CHANDLER	100% ON PRACTICE
6	CHANDLER	100% ON PRACTICE
7	CHANDLER	100% ON PRACTICE
8	CHANDLER	100% ON PRACTICE
9	CHANDLER	100% ON PRACTICE
10	CHANDLER	100% ON PRACTICE

1507400	
PIL 007 00000	
VOL/VNA	
DATE BY	DISPOS BY
CAM	TR
PROJECT RES	PROJECT AREA

**LEVELS 3-7  
TYPICAL FLOOR  
PLAN**

A203





COLLABORATIVE  
DesignGroup, Inc.  
125 Main Street SE, Suite 240  
Minneapolis, Minnesota 55414  
612.222.2024 FAX: 612.222.2025  
www.collaborativedesigngroup.com

KILBOURNE  
GROUP

R.D. OFFUTT  
COMPANY

# Block 9 Parking Garage

226 5th Street North, Fargo, ND 58102



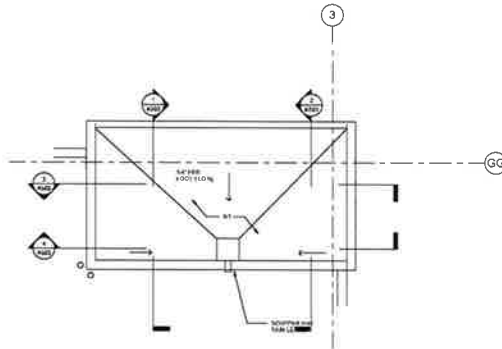
CONSTRUCTION  
DOCUMENTS  
MARCH 2, 2018

Revised List		
Rev.	By	Description
1	COLLABORATIVE DESIGN GROUP	ISSUED FOR PERMIT
2	COLLABORATIVE DESIGN GROUP	ISSUED FOR PERMIT
3	COLLABORATIVE DESIGN GROUP	ISSUED FOR PERMIT
4	COLLABORATIVE DESIGN GROUP	ISSUED FOR PERMIT
5	COLLABORATIVE DESIGN GROUP	ISSUED FOR PERMIT
6	COLLABORATIVE DESIGN GROUP	ISSUED FOR PERMIT
7	COLLABORATIVE DESIGN GROUP	ISSUED FOR PERMIT
8	COLLABORATIVE DESIGN GROUP	ISSUED FOR PERMIT

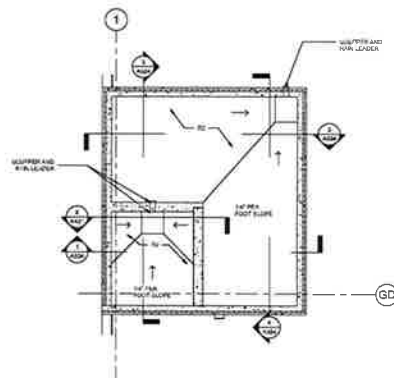
NOTED:  
PROJECT NUMBER:  
WOLFE/RS  
DESIGNED BY: CHECKED BY:  
DATE: TBA  
PROJECT NO: PROJECT AREA:

LEVEL & FLOOR  
PLAN / ROOF  
PLANS

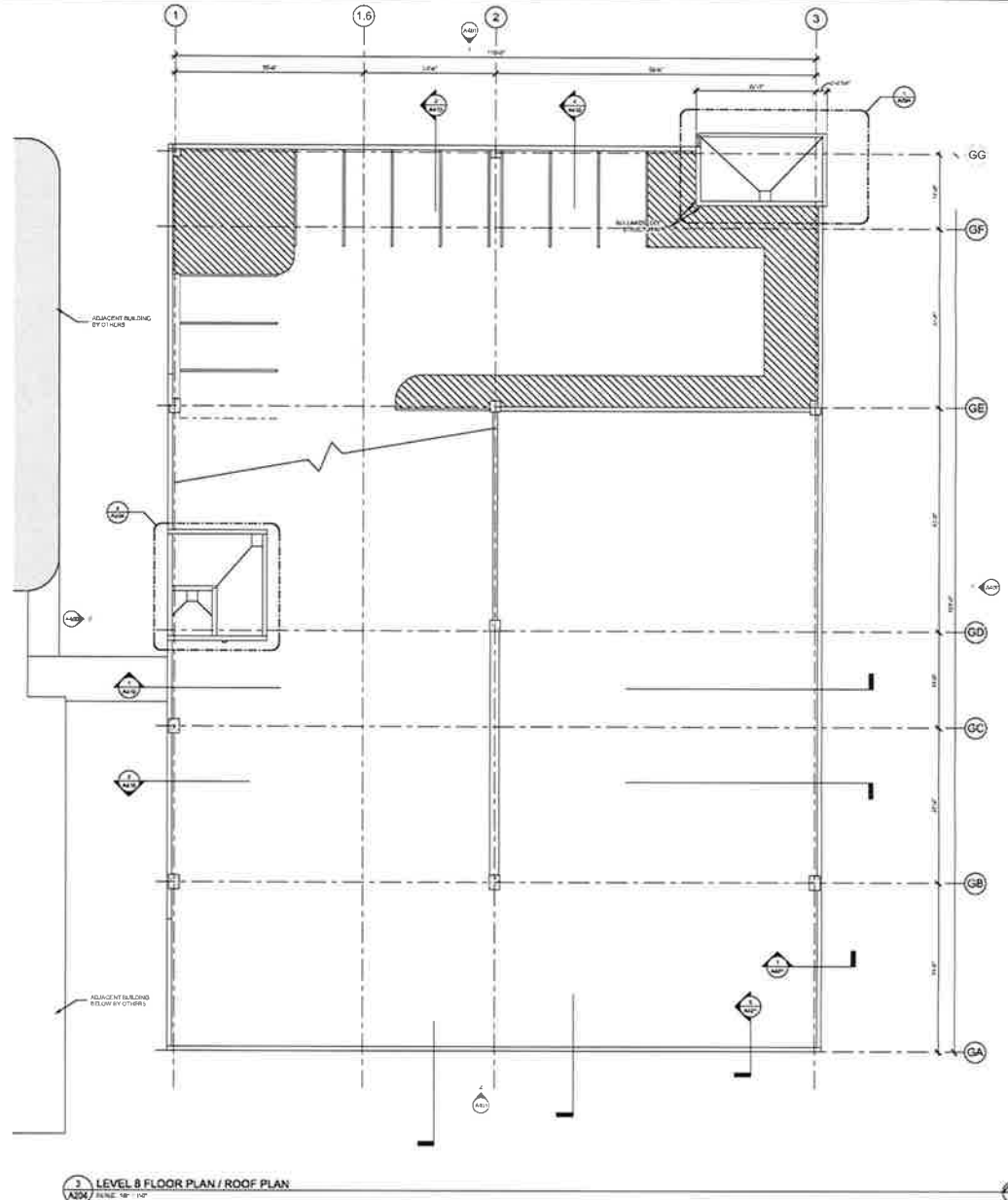
A204



1 STAIR A ROOF PLAN ENLARGED  
A204 / SCALE: 1/8" = 1'-0"



2 STAIR B ROOF PLAN ENLARGED  
A204 / SCALE: 1/8" = 1'-0"



3 LEVEL 8 FLOOR PLAN / ROOF PLAN  
A204 / SCALE: 1/8" = 1'-0"



## **Monthly Construction Update**

**Today's Date: 1/4/19**

**Approximate number of tradespeople onsite- 75**

### **Upcoming construction Activities:**

*Narrative- The month of January will bring an array of changes to the Block 9 landscape. Over the course of the next month, concrete activity will further intrigue the public eye. Tower substructure will be complete along with the first structural deck being cast. Late in the month, local vendor True North Steel, will be delivering the first sequence of structural steel for the podium. Along with structural steel delivery, Wells concrete will begin mobilization for ramp precast operations. As always, communication with adjacent businesses and pedestrians is held in high regard. Heavy construction traffic along gate #1 and gate #3 will continue. We will continue to do our best to coordinate deliveries that will limit congestion!*

### **Road closures-**

- ❖ *1/28-2/1- 3<sup>rd</sup> Avenue North will be closed for a 5-day duration. This only affects the section of road between Broadway and 5<sup>th</sup> Street North.*
  - *A Liebherr LR 1300 is being mobilized for precast operations.*

### **Tower-**

- ❖ *Both tower cranes have been successfully mobilized. A 900-ton Liebherr mobile crane was utilized!!*
  - *West tower crane initial set height- 277'*
  - *East tower crane initial set height- 238'*
- ❖ *Tower substructure will be complete later this month!*
- ❖ *Our team is on track for an initial 1<sup>st</sup> steel sequence in late January.*

### **Ramp-**

- ❖ *The largest 3 phases of ramp substructure is complete.*
- ❖ *Our collective excavator, concrete team, and water-proofer are working to button up the last phase of substructure.*
- ❖ *Concrete substructure will be complete late January.*

- ❖ *As stated earlier, our team is mobilizing a large crawler crane for ramp precast on 1/28. Precast assembly in the ramp will be at full capacity immediately following.*
- ❖ *Precast deliveries will be confined to the NE and SE corners of our project along 5<sup>th</sup> Street.*
  - *Skyway Implications- Beginning 2/4/19, our team will be erecting precast in the immediate vicinity of the skyway that connects US Bank to the Radisson Hotel. There will be a two-week period in early February that the Skyway will be intermittently closed. This will only affect the areas adjacent to the precast work area. These shutdowns will be very brief and limited to the time it takes to make individual connections. The process will be very sporadic in nature. We will manage the skyway interruptions with two flaggers who will be in constant communication with the precast assembly team.*



## Memorandum

To: Nicole Crutchfield & Jim Gilmour, City of Fargo  
From: Sarah Kellerman & Jane Wilberding  
Date: June 28, 2017  
Re: Summary of Alternative Parking Solutions  
Project No: 16-03-0110

As part of the City's master planning efforts, *Sam Schwartz* has been working with Interface Studio and the City of Fargo to identify opportunities to optimize the existing parking footprint and balance parking demand throughout the downtown area. Accordingly, this memorandum analyzes several tools to implement these goals including: sites to pursue shared parking agreements, alternative shuttle services, demand based pricing strategies, as well as the additional number of spaces required if construction of additional parking is pursued. Each of these items is evaluated and discussed below.

### Shared Parking Locations

After conducting a series of utilization surveys and collaborating with the City, the peak parking demand period was identified as weekdays between 10:00am to 12:00pm. While some facilities in the downtown core displayed a utilization rate above 85% (exceeding their functional capacity), several nearby parking assets consistently displayed low occupancy rates; indicating an opportunity for shared parking. **Table 1** identifies facilities that have an inventory of over 75 spaces and a utilization rate of below 75%. These are the facilities we recommend the City target for pursuing shared parking agreements, and that proposed downtown shuttle options include stops at these facilities in their routes.

**Table 1: Shared Parking Facility Opportunities**

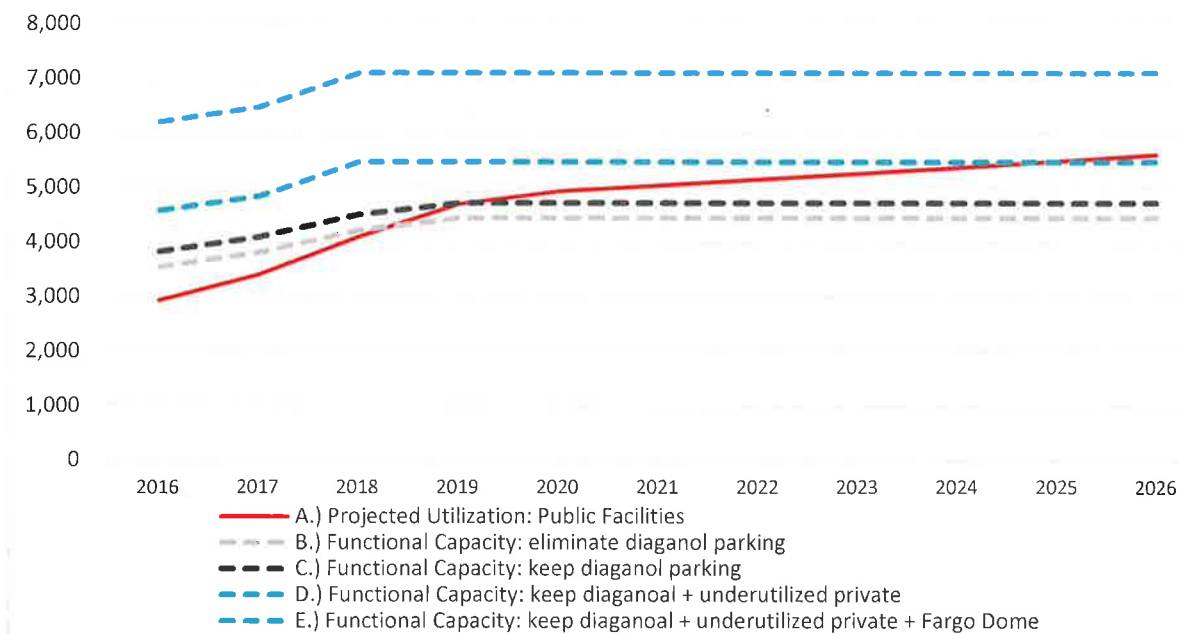
Name	Zone #	Lot #	Inventory	Utilization %	# of available spaces
1st Lutheran/Sanford	1	1	207	53%	<b>98</b>
Lutheran Church	2	24	102	13%	<b>89</b>
Sanctuary Event Center	4	27	102	5%	<b>97</b>
Elim/Northern Lot	4	68a	155	50%	<b>78</b>
NDSU STAFF	4	70	76	55%	<b>34</b>
Plains Art Museum	5	32	83	55%	<b>37</b>
GO M/D	5	30a	77	40%	<b>45</b>
First Presbyterian Church	5	72	82	51%	<b>40</b>
Sanford Research Center	7	57a	82	20%	<b>66</b>
YMCA	8	56	90	50%	<b>45</b>
<i>Island Park*</i>	8	J	355	75%	89
<i>Main Ave Lot*</i>	8	I	75	60%	30
Sanford Professional Building	8	54	199	55%	<b>90</b>
<b>Total</b>			<b>1,683</b>		<b>837</b>

\*Facilities are owned and operated by the City (not private)

## Remote Parking in Fargo Dome

In addition to the facilities identified in Table 1, the Fargo Domes additional parking spaces could serve as an effective means of absorbing a portion of the downtowns parking demand. There are approximately 2,314 spaces in the Fargodome. If 30% are used by daily employees and other parkers, approximately 1,620 would be available for downtown employees/visitors. We have heard that the location of the FargoDome may be more advantageous as a remote parking amenity than the Moorhead Mall due to potential catchment of downtown employees coming from the North and the location of existing shuttle routes on site. However, this option will likely be unpopular unless it is free and riders experience additional cost and competition pressure for downtown parking options.

**Table 1: Projected Publicly Available Parking Demand**



## Shuttle Route Scenarios

In order to access the Fargo Dome, as well as the facilities identified in Table 1, additional or alternative shuttle routes should be evaluated and pursued. While LinkFM carries passengers to and from a remote parking lot in Moorhead, it does not serve a large contingent of commuters coming in from West or North. And with the majority of Fargo employees coming from the North and East, further investment and rebranding LinkFM as a parking circulator is a non-starter for Fargo and Moorhead. Three alternative shuttle solutions are presented and discussed **Table 2**.

**Table 2: Alternative Shuttle Solutions**

Option	Pros	Cons
Propose new Parking Shuttle/ Trolley in downtown Fargo. Model combines tourist amenity trolley and parking circulator. (Examples coming)	<ul style="list-style-type: none"> <li>• Easily used and accessed for employees and visitors</li> <li>• Enables incoming visitors and employees who do drive to park once use the shuttle for all other errands</li> <li>• Potential to be mid-term option</li> <li>• Potential to be seen as new amenity, provide leverage for new parking sharing partnerships.</li> </ul>	<ul style="list-style-type: none"> <li>• High cost to create high frequency new, branded route.</li> <li>• Confusion or competition with LinkFM.</li> </ul>
Create dedicated shuttle route between major employer(s) (Sanford) circulating between FargoDome parking and Employment Center	<ul style="list-style-type: none"> <li>• Cost sharing model already used for NDSU circulator routes.</li> <li>• Faster speeds/reduced user confusion due to limited destinations.</li> <li>• Potential to be short/midterm option.</li> </ul>	<ul style="list-style-type: none"> <li>• Increased cost since there are fewer potential funding partners involved.</li> <li>• Limited impact to general downtown parking challenges.</li> </ul>
Consolidate routes 33, 13U, and/or 13. Reallocate service to increase redundancy along route to ensure <5 minute headways during peak commutes	<ul style="list-style-type: none"> <li>• Uses existing transit and parking resources.</li> <li>• Could encourage overall transit ridership and create new riders.</li> </ul>	<ul style="list-style-type: none"> <li>• Feasibility only as long-term solution due to lack of cost-pressure.</li> <li>• Potential to add minimum of 12 minutes to passenger commutes (most optimistic estimate).</li> <li>• Relies on willing transit adoption.</li> </ul>

### Estimated downtown visitor demand growth

While the vast majority of parking in downtown Fargo is currently designated for employees, development plans and other efforts to make the core area more walkable and livable will result in an increased number of visitors driving—and parking—in downtown Fargo on a regular basis. This parking user group should be prioritized as they are parked for shorter durations of time and are spending money in the City, contributing to Fargo's economic development.

Accordingly, it is important to quantify the volume of additional visitors. Based on incoming development data, there will be a 52% increase in visitor parking by 2026<sup>1</sup>, or an annual growth rate of 5%. There was a total of 111 parkers at peak utilization<sup>2</sup> during counts performed in November of 2016. At an annual growth rate of 5% this would translate into approximately 178 visitor parking spaces by 2026. This estimate is based on land use – it is not possible to forecast impact of employees moving their cars for lunch etc. This subset of the employee population increases competition for visitor spaces.

### Parking Rate Structure Recommendations

<sup>1</sup> Based on the incoming square feet of visitor developments (provided by Kilbourne Group)

<sup>2</sup> Utilization data provided by Interstate for 11/16/2016

With the variation in parking demand across Fargo's downtown, it is evident that some parking facilities are more desirable than others. An effective way to reduce high parking demand is to increase pricing in combination with strategies that improve the quality of alternative modes.

Facilities that consistently display a utilization rate exceeding 85% should increase their rates at increments of 20% to 35%. The effective and efficient turnover of convenient parking spaces is most successful when the facility reaches an 85% occupancy rate, meaning that 10% to 15% of spaces are not occupied at any given time and are available for incoming parkers. Accordingly, the parking rates of these facilities should be increased to reduce demand and ensure spaces are available for incoming parkers.

Facilities that consistently display a utilization rate below 60% should decrease their rates at increments of 20% to 35% to encourage drivers to park there. Not only does this parking rate structure distribute demand evenly throughout the system, it also provides incoming parkers with more equitable options that may have been an issue previously.

### Estimated spaces for additional parking facility

While constructing additional parking should be avoided given the City's existing utilization system wide, an estimation of the approximate number of spaces required for this facility is discussed below.

If the city continues to provide its employees and visitors with the same volume of parking that it does today<sup>3</sup>—without shared parking—there would be a demand of approximately 336 employee spaces in Zone 3, by 2020, which would continue to climb to 592 by 2026.

Assuming that the city will begin entering into more shared parking agreements and invest in SOV (single occupancy vehicle) alternatives, a new parking structure should accommodate approximately 350-400 spaces. At least 10% of these spaces should be dedicated to visitor spaces. As demand for visitor parking continues to grow and employee parking is reduced (due to transportation benefits investments), the demand for visitor parking will grow and the portion of spaces being dedicated to this user group will increase.

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<sup>3</sup> A parking ratio of approximately 2.08

## CHAPTER 5 | GROUND TRANSPORTATION CENTER

### Background

The Ground Transportation Center (GTC) is nearly 40 years old. Based on the development of the Transit Facility Development Study it was determined the GTC was underutilized relative to overcrowding in other areas such as the MTG. Several components of the GTC were determined to need significant remodeling and upgrades to respond current and projected demands. The project team developed an evaluation of both short- and long-term needs and options at the GTC aimed at addressing these issues.

The overall goal was to improve operations of and interrelationship of spaces for internal passenger waiting areas, operational functions, and administrative office space. A major analysis point in the evaluation of the GTC explored options to improve the safety and vehicle capacity of bus transfer areas. Concerns identified by MATBUS for existing conditions at the GTC include:

- » Loitering is a concern inside and outside of the building.
- » Concerns involving site security and surveillance of the overall property, which need improvement.
- » The buses are required to back up when exiting the GTC, which is a safety concern.
- » The current dispatch location does not allow for full view of the bus deck or waiting area; dispatchers have a difficult time seeing the deck due to window glare.
- » Limited sight lines of the dispatch center create many “dead” spots where people can hide.

In coordination with the analysis developed at the Metro Transit Garage (MTG), various transit functions currently housed at the MTG were assumed to transition to the GTC. Most notably, MAT Paratransit dispatch and various contractor staff were relocated at the GTC from the MTG. This coordination provides better utilization of existing and projected spaces at the GTC. This shift in operational locations of certain MATBUS functions also improves mid- to long-term space and facility needs at the MTG.

### Off-Site Options

Potential alternative sites in downtown Fargo for a GTC replacement were considered (illustrated in the following GTC Relocation Possibilities map). This was done prior to identifying the current location of the GTC for refinement of potential site expansion and modification concepts to meet existing and projected needs. Several key factors limited identification of a new site to meet long-term needs of the GTC:

- » The 2016–2020 Transit Development Plan (TDP) continues to support operation of a hub and spoke system for the foreseeable future, requiring a centralized hub.
- » As a central point in the hub and spoke system, the location of the GTC was determined to be needed in reasonable proximity to the city of Moorhead, which limited the ability of potential new GTC sites to be more than ¼ mile from the current location.
- » It was not deemed feasible to move the GTC to Moorhead given the majority of MATBUS' routes utilizing the GTC operate in Fargo.

Space requirements for a new GTC site in downtown Fargo were difficult to find, and potentially costly both from a financial and environmental permitting perspective. After consultation with the SRC, City of Fargo City Center Master Plan, and City of Fargo Planning Department, the current site in tandem with adjacent properties owned by the City of Fargo, was considered flexible enough to meet long-term expansion and modification needs projected for future operational needs.





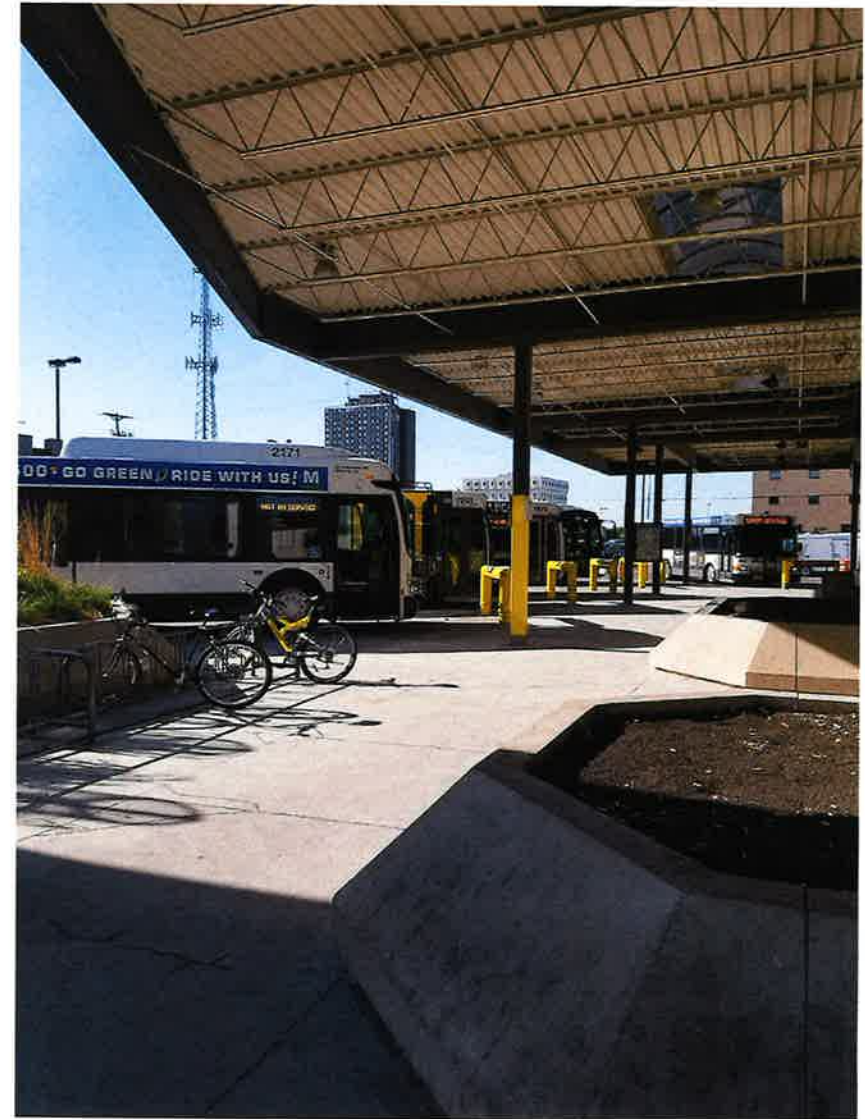
### *On-Site Options*

The SRC developed a total of eight basic site concepts to address projected system needs for the GTC. Most of the technically feasible options to improve the function and operation of the GTC required acquisition of land either to the south or east of the current site. In all cases, expansion options requiring additional land only utilized property currently owned by the City of Fargo. Expansion options requiring new space used the current Municipal Court and the 4th Street surface lot.

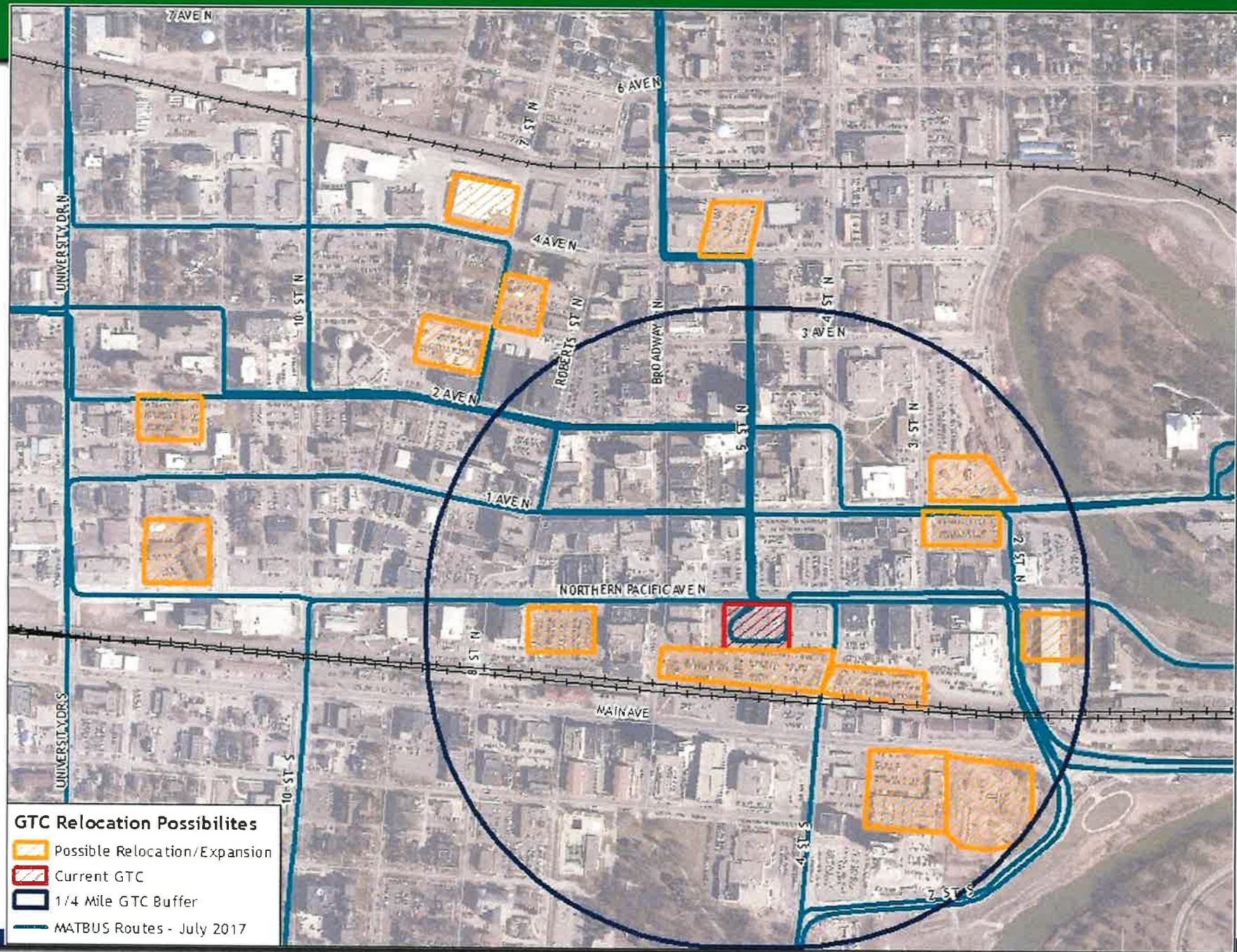
Following consideration of the SRC, four of the eight options were dismissed based on the ability of the concept to meet projected needs. Options eliminated from further refinement and analysis are included in Appendix E. The retained options underwent additional evaluation and consideration. The remaining options are shown on the following pages. Options 5, 6, and 8, while technically feasible, would require redevelopment through a public-private partnership. While similar investments are occurring in downtown Fargo, there are no opportunities being explored near the GTC location. These options will be carried forward in the event opportunities for public-private partnerships do emerge for a more comprehensive redevelopment of the GTC site.

The SRC considered Option 4d and 4e to represent the most technically feasible options for meeting both mid- to long-term needs at the GTC. Some of the key items addressed with the new GTC deck layout include:

- » Canopies are a necessary component of any future deck layout to provide passenger comfort.
- » The deck should be well marked and signed for pedestrian safety and flow.
- » All bus parking should be designed to be drive-through, so buses are not required to back up.
- » The dispatch center should be situated to allow as much of the deck as feasibly possible to be visible.
- » The deck must accommodate a minimum of 12–14 buses in the short-term and 16–18 in the long-term.

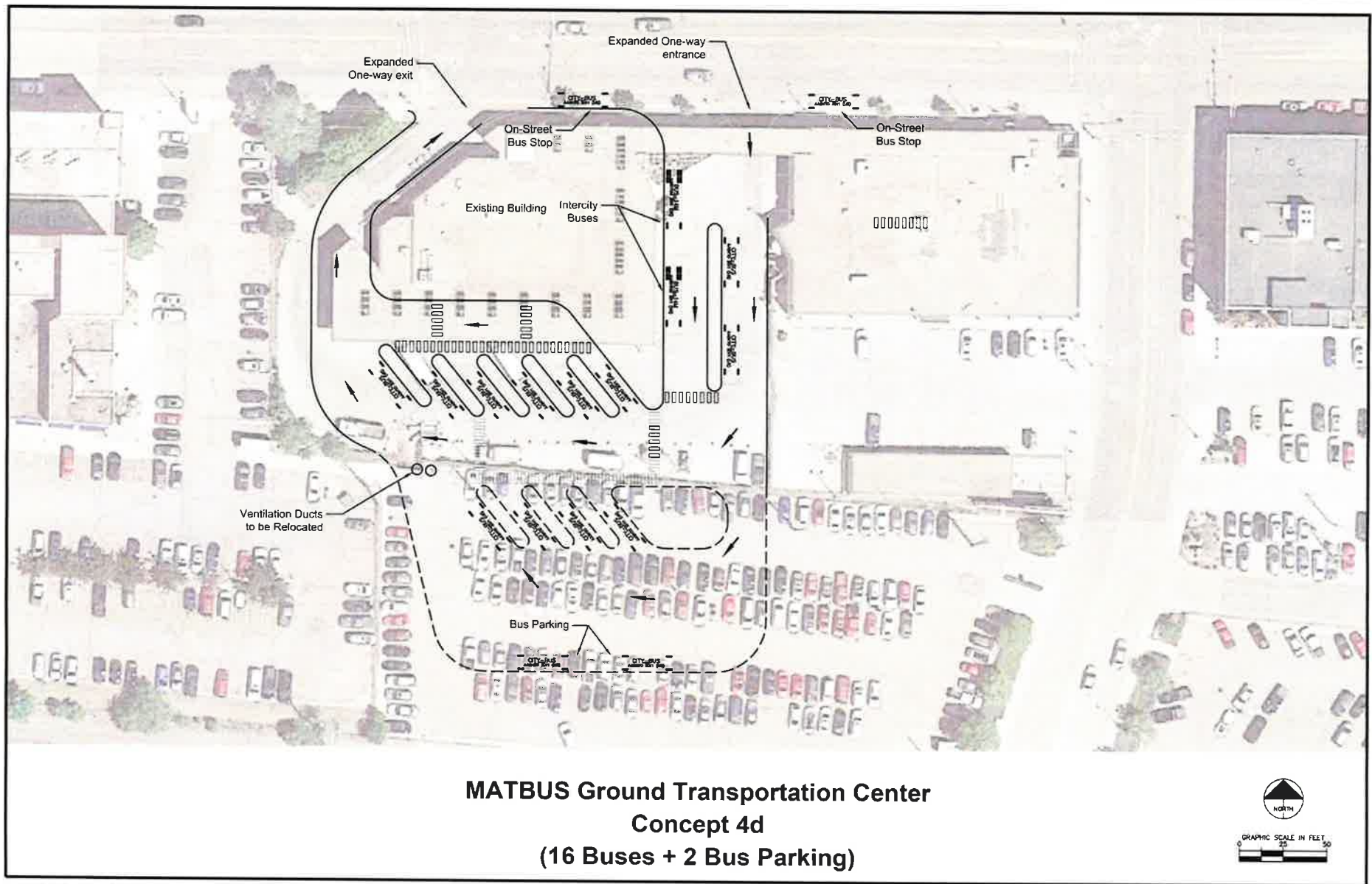




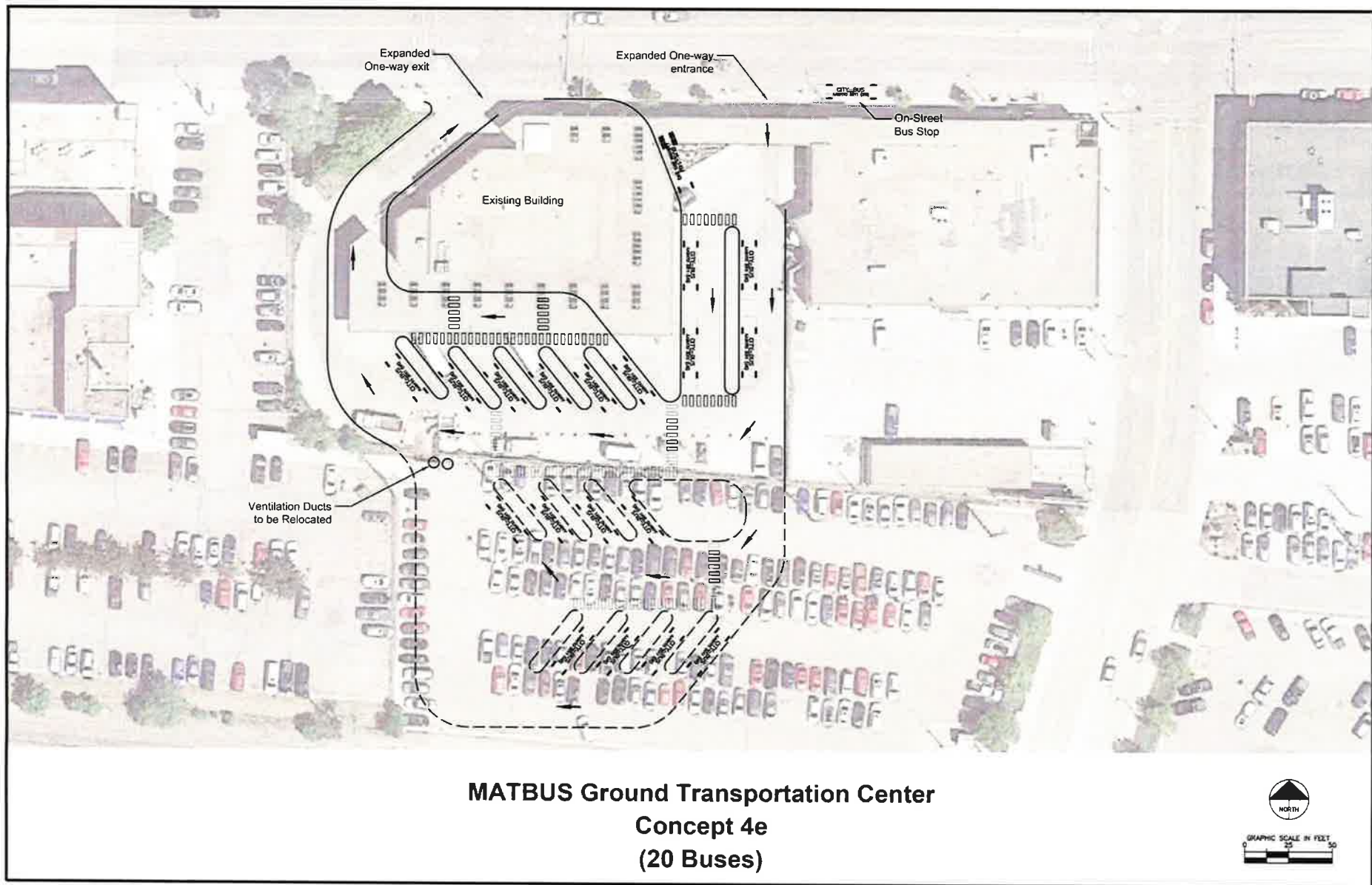




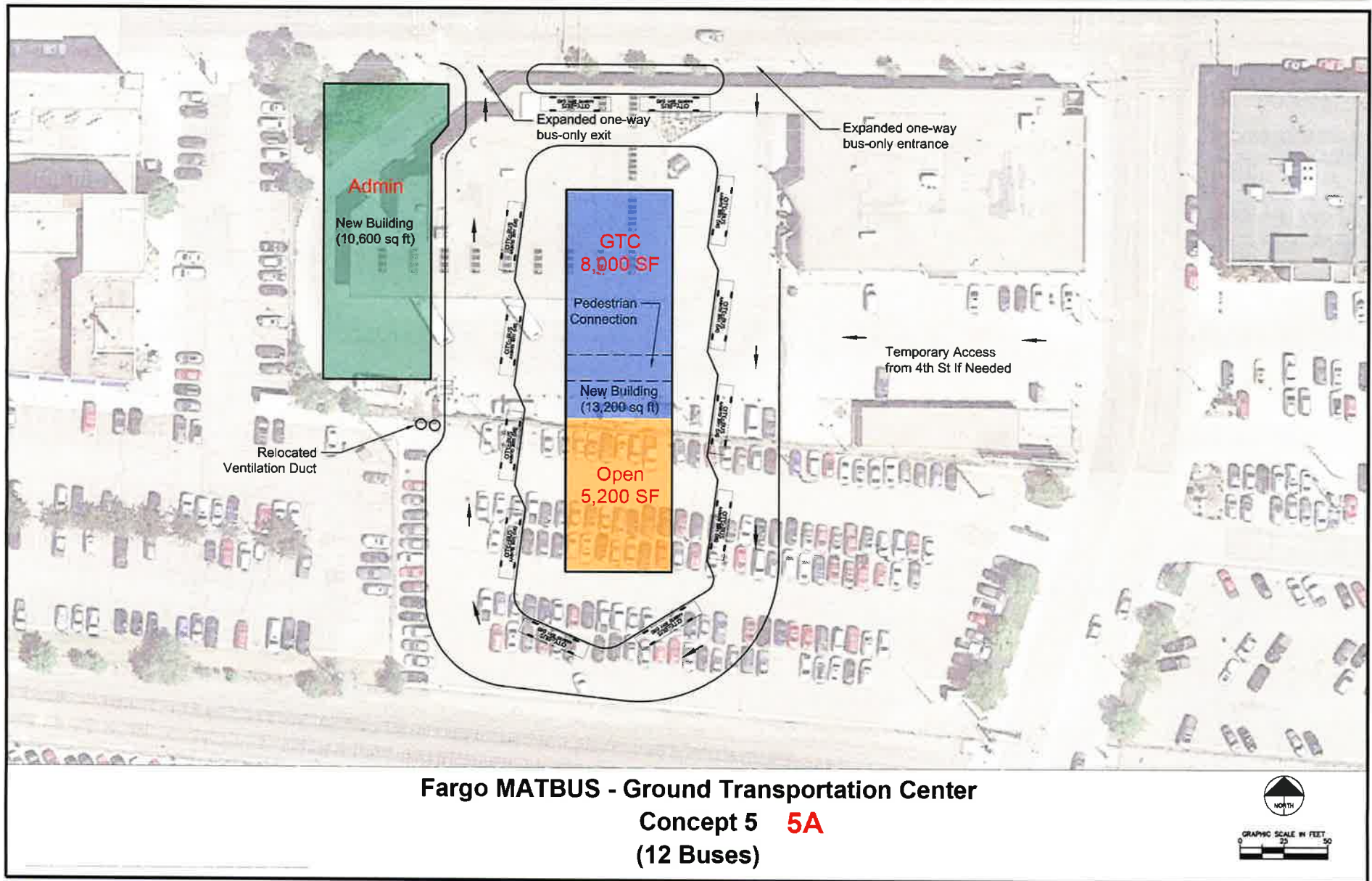


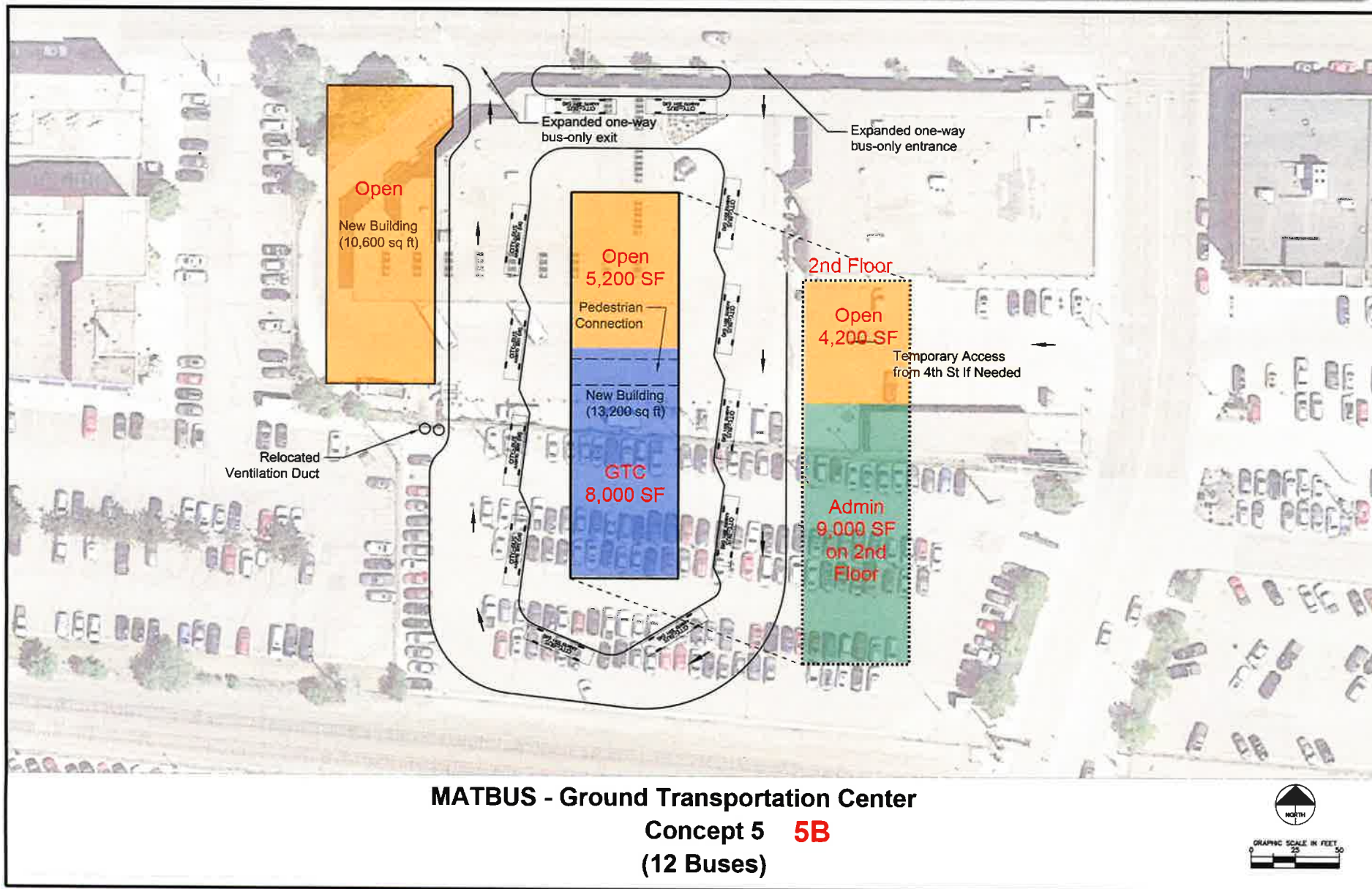




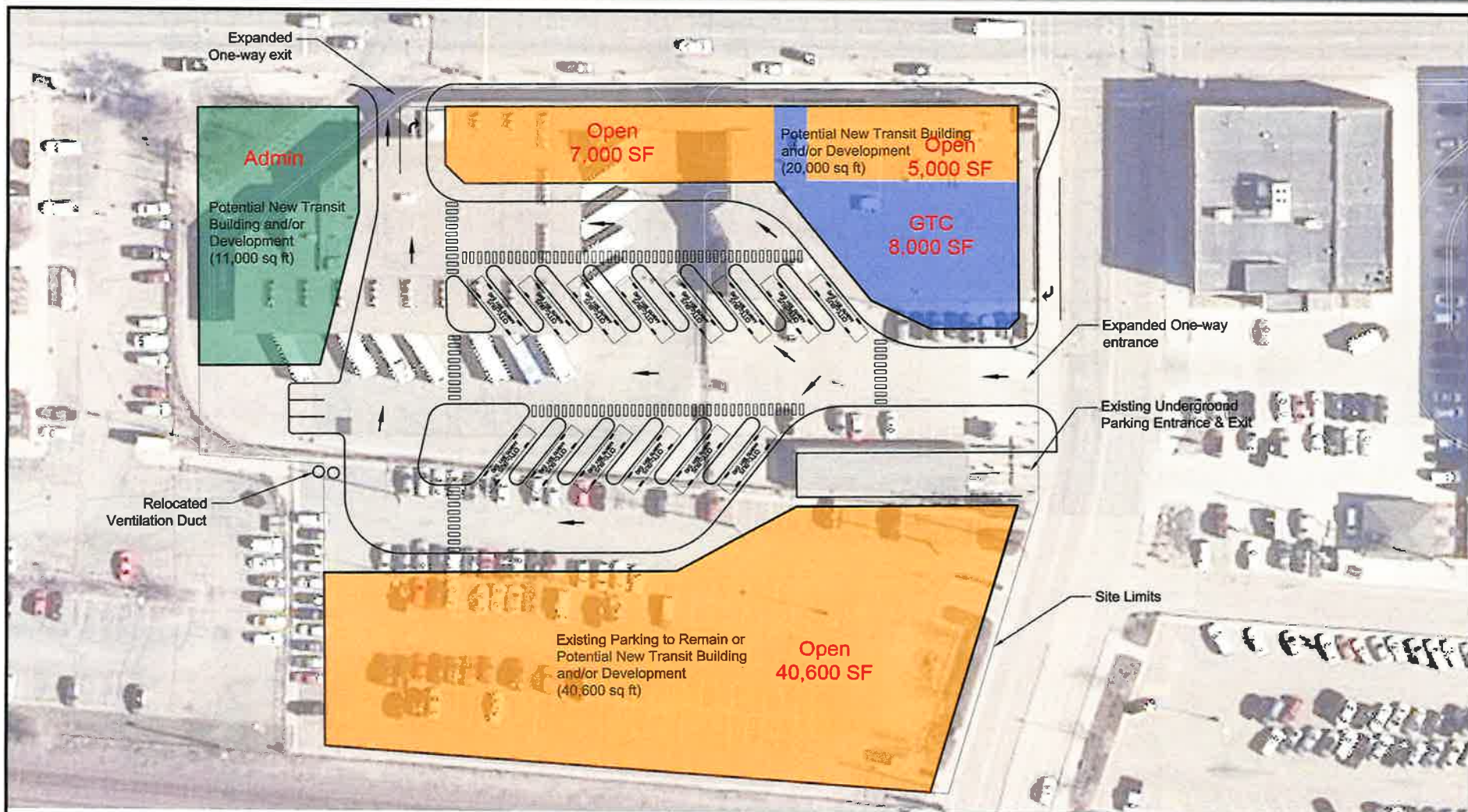








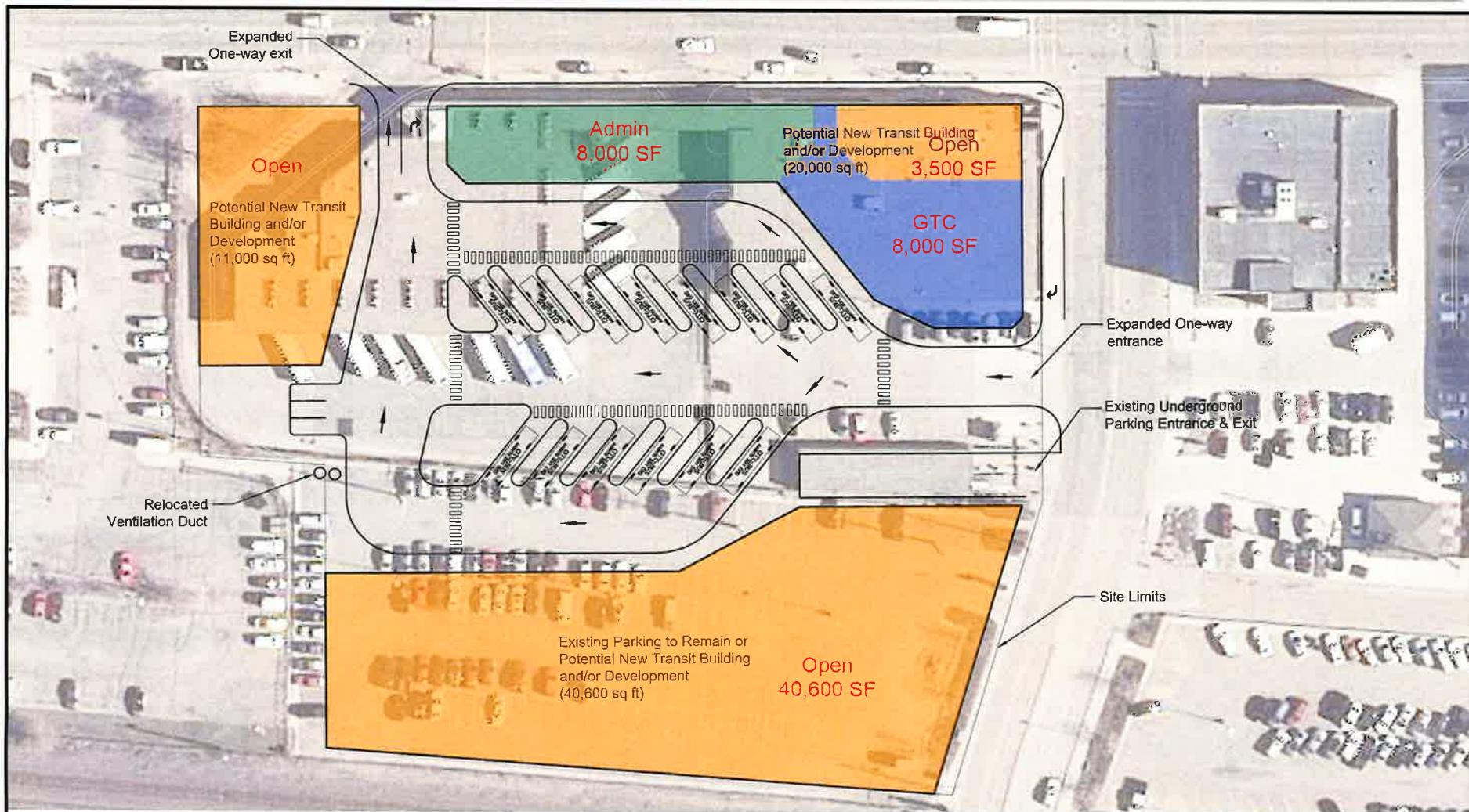




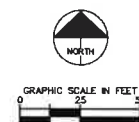
**MATBUS Ground Transportation Center**  
**Concept 6 6A**  
**(14 Buses)**



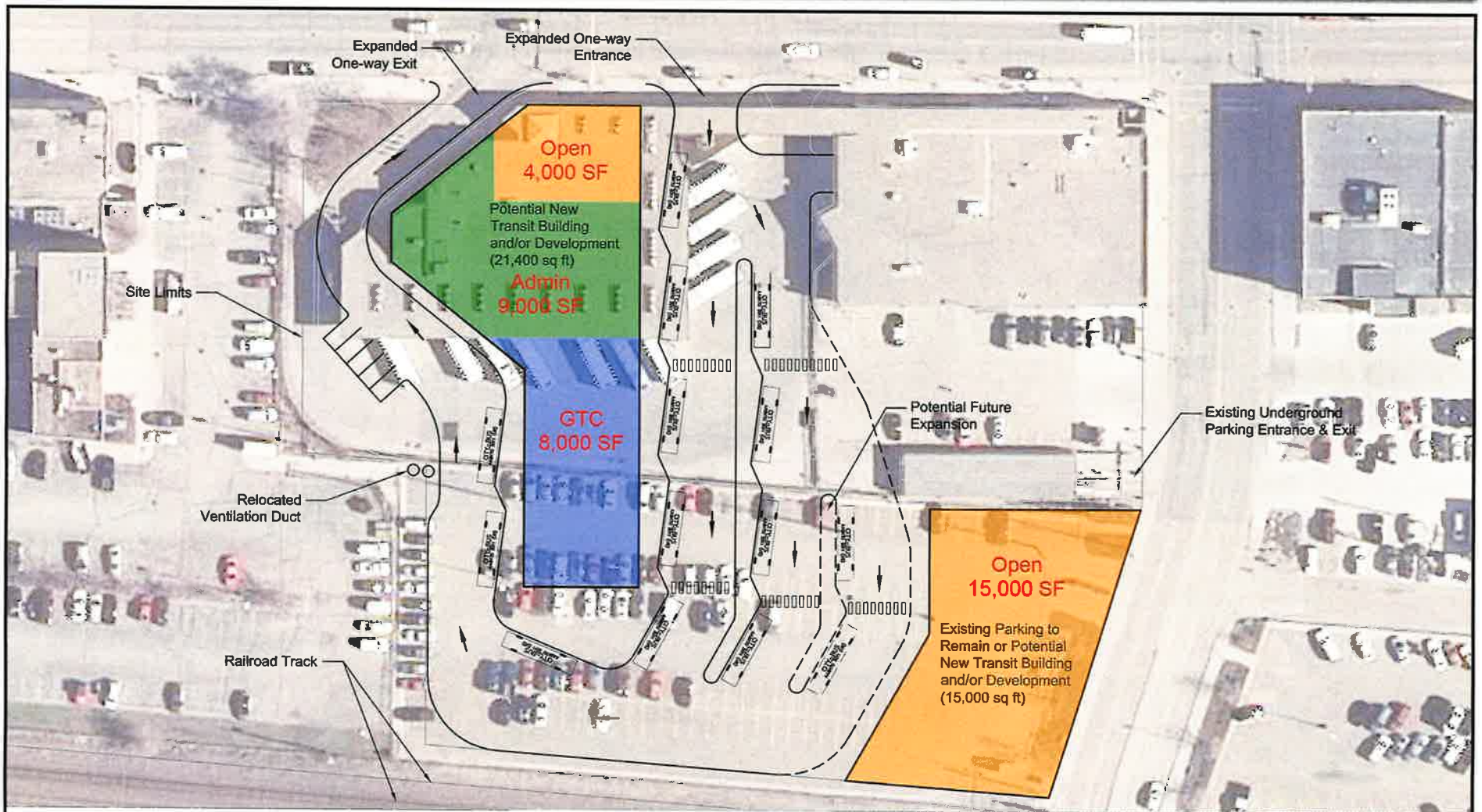




**MATBUS Ground Transportation Center**  
**Concept 6 6B**  
**(14 Buses)**



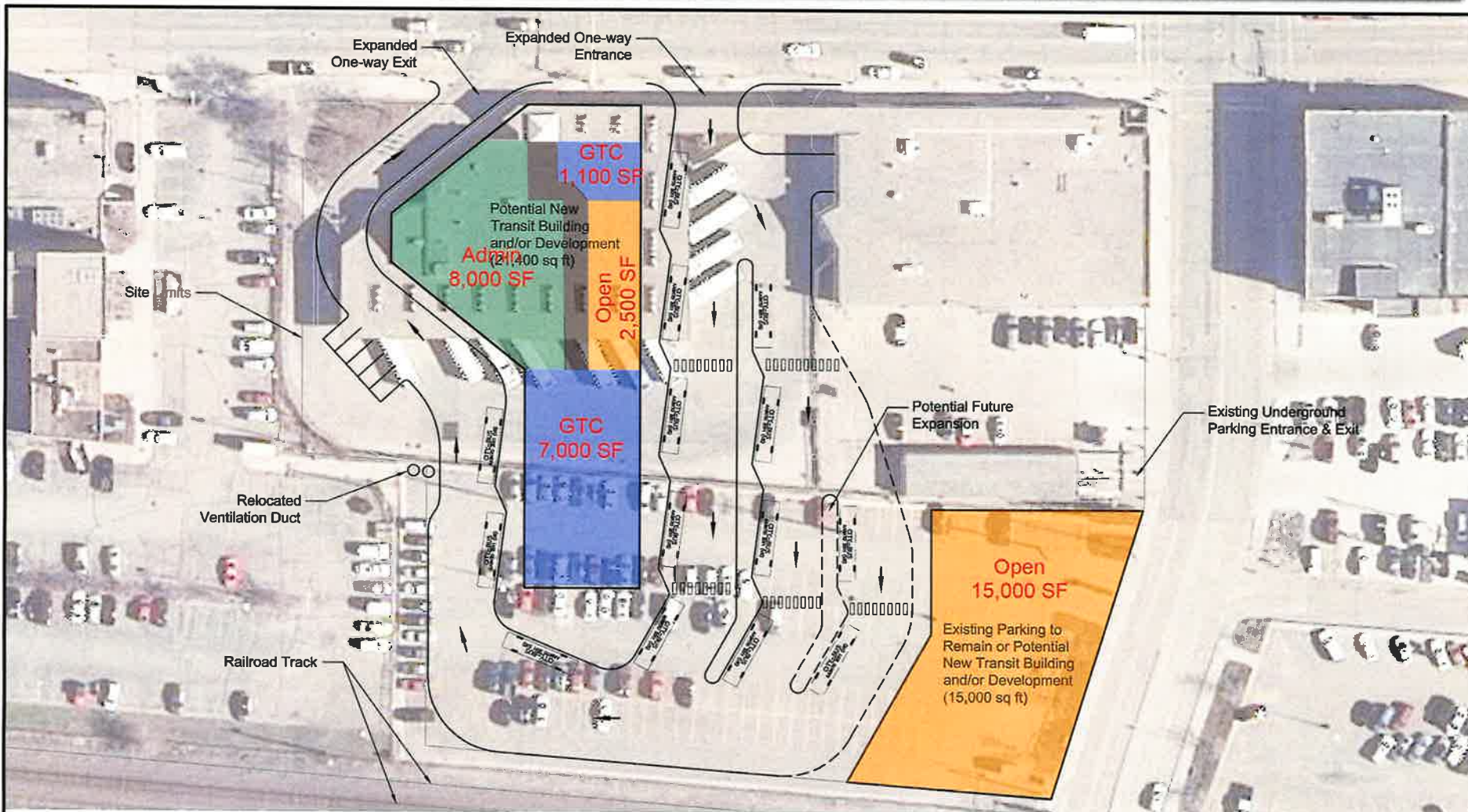




**MATBUS - Ground Transportation Center**  
**Concept 8 8A**  
**(14 Buses)**







**MATBUS - Ground Transportation Center**  
**Concept 8 8B**  
**(14 Buses)**







GTC Canopy Option A Aerial



GTC Canopy Option A Looking NW



GTC Canopy Option A Looking SE



GTC Canopy Option B Aerial



GTC Canopy Option B Looking NW



GTC Canopy Option B Looking SE



### Internal Programming Options and Needs

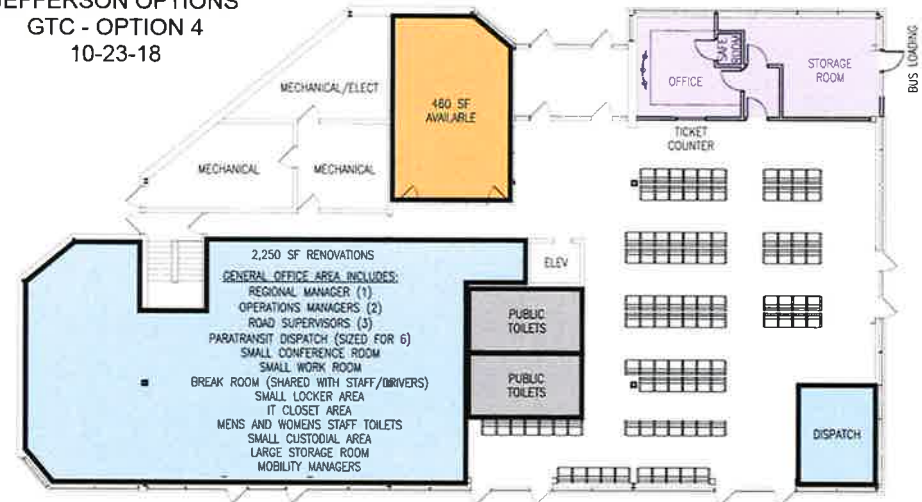
The SRC worked through a series of generalized space programming evaluations. The evaluations were used to determine projected future space needs for MATBUS. As noted earlier, those evaluations looked at options to relocate staff between the GTC and MTG based on a 20-year growth projection for MATBUS operations. This effort allowed the allocation of administrative and contractor office space to be more equally distributed between the MTG and GTC. This resulted in two key outcomes:

1. Maximizing space between the two locations.
2. Better alignment of staff locations with the operational needs of MATBUS.

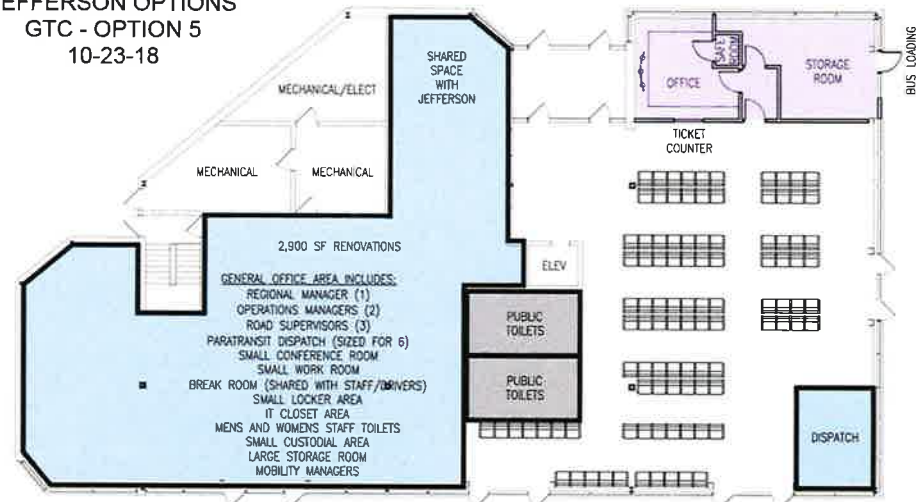
The SRC worked through a series of space programming options and evaluations to develop a more efficient utilization of existing spaces within the current building footprint of the GTC. At this point in the analysis, the SRC was confident in the development of a site concept that would retain the general building footprint at the GTC (i.e., Option 4c/4d/4e). Therefore, a series of programming options for the current building footprint at the GTC were developed. Each of these options were developed to account for the potential integration of Jefferson Lines into the internal spaces of the GTC. Eight total options were developed for internal modifications to the GTC. The SRC recommended proceeding further into design with Options 4 and 5, which are shown to the right. The balance of options evaluated internally at the GTC are included in Appendix F.

The recommended internal program developed for the GTC, coupled with the revisions to the deck, address all the significant operational issues identified at the onset of the planning study. Implementation of the proposed improvements at the GTC serve to address mid- to long-range needs of MATBUS for successful operation of the GTC.

JEFFERSON OPTIONS  
GTC - OPTION 4  
10-23-18



JEFFERSON OPTIONS  
GTC - OPTION 5  
10-23-18



### Cost Estimates

The SRC proceeded with developing an implementation program to support the development of Site Concept 4d/4e, and internal site plan support by Option 4 or Option 5. Cost estimates were developed to support implementation of both of those programs. Detailed estimate required for deck modifications to support Option 4d/4e are included in Appendix F. Generalized estimates to support the renovation of the internal and external components of the GTC are as follows.

Table 15: GTC Cost Estimates

Area of Work	Cost
Reroof	\$154,090.00
Fascia Rebuild	\$48,125.00
<i>Notes: Includes top 5 feet of building around the facility</i>	
Toilet Area	\$120,000.00
Admin Area	\$337,500.00
Dispatch	\$42,500.00
Mobility Center or Jefferson	\$82,500.00
Common Space	\$166,000.00
Demo of Roof Overhang	\$48,000.00
New Canopies Over Deck Area	\$600,000.00
Costs for Deck Revisions	\$551,000.00
<b>Subtotal</b>	<b>\$2,149,715.00</b>
Contingency (15%)	\$322,457.25
<b>Total Construction Cost</b>	<b>\$2,472,172.25</b>

**Notes:**

1. Does not include any bump out additions for entries, etc.
2. No renovations at the small office area and conference room.
3. Reroof costs include sub costs and contractor general conditions and OH/ Profit.



**EVENT SUMMARY (ROUTESUM) REPORT**  
**OCTOBER 1, 2018 - DECEMBER 31, 2018 (00:00:00 - 23:59:59)**  
**650 23RD STREET NORTH - FARGO, ND - MATBUS**

**Revenue and Ridership By Route**

Route	Date	Current Revenue	Unclassified Revenue	Dump Count	Preset	Token Count	Ticket Count	Pass Count	Bill Count	Ridership
4401	10/01/2018	0.00	0.00	0	0	0	0	0	0	87
4401	10/02/2018	0.00	0.00	0	0	0	0	0	0	54
4401	10/03/2018	0.00	0.00	0	0	0	0	0	0	76
4401	10/04/2018	0.00	0.00	0	0	0	0	0	0	114
4401	10/05/2018	0.00	0.00	0	0	0	0	0	0	90
4401	10/06/2018	0.00	0.00	0	0	0	0	0	0	32
4401	10/08/2018	0.00	0.00	0	0	0	0	0	0	94
4401	10/09/2018	0.00	0.00	0	0	0	0	0	0	101
4401	10/10/2018	0.00	0.00	0	0	0	0	0	0	78
4401	10/11/2018	0.00	0.00	0	0	0	0	0	0	126
4401	10/12/2018	0.00	0.00	0	0	0	0	0	0	135
4401	10/13/2018	0.00	0.00	0	0	0	0	0	0	43
4401	10/15/2018	0.00	0.00	0	0	0	0	0	0	97
4401	10/16/2018	0.00	0.00	0	0	0	0	0	0	55
4401	10/17/2018	0.00	0.00	0	0	0	0	0	0	88
4401	10/18/2018	0.00	0.00	0	0	0	0	0	0	109
4401	10/19/2018	0.00	0.00	0	0	0	0	0	0	165
4401	10/20/2018	0.00	0.00	0	0	0	0	0	0	38
4401	10/22/2018	0.00	0.00	0	0	0	0	0	0	82
4401	10/23/2018	0.00	0.00	0	0	0	0	0	0	95
4401	10/24/2018	0.00	0.00	0	0	0	0	0	0	110
4401	10/25/2018	0.00	0.00	0	0	0	0	0	0	111
4401	10/26/2018	0.00	0.00	0	0	0	0	0	0	138
4401	10/27/2018	0.00	0.00	0	0	0	0	0	0	46
4401	10/29/2018	0.00	0.00	0	0	0	0	0	0	59
4401	10/30/2018	0.00	0.00	0	0	0	0	0	0	100
4401	10/31/2018	0.00	0.00	0	0	0	0	0	0	80
4401	11/01/2018	0.00	0.00	0	0	0	0	0	0	81
4401	11/02/2018	0.00	0.00	0	0	0	0	0	0	118
4401	11/03/2018	0.00	0.00	0	0	0	0	0	0	31
4401	11/05/2018	0.00	0.00	0	0	0	0	0	0	77
4401	11/06/2018	0.00	0.00	0	0	0	0	0	0	85
4401	11/07/2018	0.00	0.00	0	0	0	0	0	0	67
4401	11/08/2018	0.00	0.00	0	0	0	0	0	0	99



**EVENT SUMMARY (ROUTESUM) REPORT**  
**OCTOBER 1, 2018 - DECEMBER 31, 2018 (00:00:00 - 23:59:59)**  
**650 23RD STREET NORTH - FARGO, ND - MATBUS**

**Revenue and Ridership By Route**

Route	Date	Current Revenue	Unclassified Revenue	Dump Count	Preset	Token Count	Ticket Count	Pass Count	Bill Count	Ridership
4401	11/09/2018	0.00	0.00	0	0	0	0	0	0	62
4401	11/10/2018	0.00	0.00	0	0	0	0	0	0	54
4401	11/12/2018	0.00	0.00	0	0	0	0	0	0	58
4401	11/13/2018	0.00	0.00	0	0	0	0	0	0	109
4401	11/14/2018	0.00	0.00	0	0	0	0	0	0	70
4401	11/15/2018	0.00	0.00	0	0	0	0	0	0	89
4401	11/16/2018	0.00	0.00	0	0	0	0	0	0	66
4401	11/17/2018	0.00	0.00	0	0	0	0	1	0	71
4401	11/19/2018	0.00	0.00	0	0	0	0	0	0	63
4401	11/20/2018	0.00	0.00	0	0	0	0	0	0	81
4401	11/21/2018	0.00	0.00	0	0	0	0	0	0	107
4401	11/23/2018	0.00	0.00	0	0	0	0	0	0	123
4401	11/24/2018	0.00	0.00	0	0	0	0	0	0	26
4401	11/26/2018	0.00	0.00	0	0	0	0	0	0	87
4401	11/27/2018	0.00	0.00	0	0	0	0	0	0	76
4401	11/28/2018	0.00	0.00	0	0	0	0	0	0	64
4401	11/29/2018	0.00	0.00	0	0	0	0	0	0	107
4401	11/30/2018	5.50	1.25	1	2	0	0	11	3	130
4401	12/01/2018	0.00	0.00	0	0	0	0	0	0	43
4401	12/03/2018	0.00	0.00	0	0	0	0	0	0	86
4401	12/04/2018	0.00	0.00	0	0	0	0	0	0	117
4401	12/05/2018	0.00	0.00	0	0	0	0	0	0	63
4401	12/06/2018	0.00	0.00	0	0	0	0	0	0	71
4401	12/07/2018	0.00	0.00	0	0	0	0	0	0	80
4401	12/08/2018	0.00	0.00	0	0	0	0	0	0	32
4401	12/10/2018	0.00	0.00	0	0	0	0	2	0	84
4401	12/11/2018	0.00	0.00	0	0	0	0	0	0	51
4401	12/12/2018	0.00	0.00	0	0	0	0	0	0	48
4401	12/13/2018	0.00	0.00	0	0	0	0	0	0	97
4401	12/14/2018	0.00	0.00	0	0	0	0	0	0	130
4401	12/15/2018	0.00	0.00	0	0	0	0	0	0	37
4401	12/17/2018	0.00	0.00	0	0	0	0	0	0	82
4401	12/18/2018	0.00	0.00	0	0	0	0	0	0	71
4401	12/19/2018	0.00	0.00	0	0	0	0	6	0	79

**EVENT SUMMARY (ROUTESUM) REPORT**  
**OCTOBER 1, 2018 - DECEMBER 31, 2018 (00:00:00 - 23:59:59)**  
**650 23RD STREET NORTH - FARGO, ND - MATBUS**

**Revenue and Ridership By Route**

Route	Date	Current Revenue	Unclassified Revenue	Dump Count	Preset	Token Count	Ticket Count	Pass Count	Bill Count	Ridership
4401	12/20/2018	0.00	0.00	0	0	0	0	0	0	117
4401	12/21/2018	0.00	0.00	0	0	0	0	0	0	117
4401	12/22/2018	0.00	0.00	0	0	0	0	0	0	28
4401	12/24/2018	0.00	0.00	0	0	0	0	0	0	41
4401	12/26/2018	0.00	0.00	0	0	0	0	0	0	60
4401	12/27/2018	0.00	0.00	0	0	0	0	0	0	32
4401	12/28/2018	0.00	0.00	0	0	0	0	0	0	72
4401	12/29/2018	0.00	0.00	0	0	0	0	0	0	23
4401	12/31/2018	0.00	0.00	0	0	0	0	0	0	44
<b>TOTAL</b>		<b>5.50</b>	<b>1.25</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>3</b>	<b>6,109</b>

# CITY OF FARGO PARKING RAMP SITE EVALUATION

## EXECUTIVE SUMMARY

Helenske Design Group (architect) and Carl Walker Inc (Parking Consultant) were retained by the City of Fargo to complete a downtown parking ramp feasibility study. The overarching intent of the study is to explore various sites and concepts to facilitate construction of future downtown parking structures.

### **Background**

As part of two previous parking studies (1999 and 2003) there was preliminary analysis on a number of sites that could potentially accommodate a parking structure. Additionally, in the last few years there has been a focus on the 2<sup>nd</sup> Ave N/Roberts St location and some very conceptual sketches have been explored; although they were very limited in detail and scope.

Based on current landscape, the Parking Commission and City Commission determined the timing was appropriate to further explore ramp locations in the downtown core with the following considerations at the forefront:

1. A recognized existing parking deficit in the 'core' (Broadway/2<sup>nd</sup> Ave) sub-area of approximately 400-600 spaces pursuant to studies completed in 2003, 2007 and 2012;
2. An understanding that strategically placed parking structures will catalyze additional economic development and investment in the downtown core; and
3. Opportunities for public/private partnerships and joint ventures on mixed-use projects.

### **Scope of Work**

In response to the recognized needs, the scope of work for the feasibility study was developed and was split into three (3) phases. Note that this presentation is only focused on findings from Part A of the overall scope of work.

**Part A.** (Multiple Site Evaluation) – Part A includes general site analysis for each location and focuses on opportunities, constraints, potential spin-off benefit for adjacent redevelopment or investment as well as opportunities for mixed-use. As part of this effort, the consultant team produced a series of concepts for 6 sites as determined with City input. The development sites are discussed below.

**Part B** (Schematic Design) – If pursued, Part B will take 1 or 2 conceptual options to further evolve the selected options into a design. This component will include analysis of structural systems, parking control systems, technology, construction timing/phasing and cost estimates.

**Part C** (Architectural Services) – This component is built in to the scope as an 'optional' task if the city decides to pursue plans for any of the options that may result from the analysis, research, findings and recommendations pursuant to Part A and Part B.

### **Development Sites**

Based on current and future needs, several potential parking garage sites were assessed. A total of seven sites were identified for the development of a new or expanded parking ramp within the next few years, with each site being located near the downtown core. The seven sites are as follows:

- Site 1: Warner Site (401 Broadway and 410 5<sup>th</sup> St N)
- Site 2: St. Marks Church Site (4<sup>th</sup> Ave & 7<sup>th</sup> St)
- Site 3: 2<sup>nd</sup> Avenue North, North Lot (2<sup>nd</sup> Ave N & Roberts Street)
- Site 4: 2<sup>nd</sup> Avenue North, South Lot (2<sup>nd</sup> Ave N)
- Site 5: Civic Center Ramp (Expansion of existing structure at 411 2<sup>nd</sup> Ave N)
- Site 6: City Hall Site (200 3<sup>rd</sup> St N, south half of City Hall site)
- Site 7: NP Avenue Site (636 NP Avenue)

Based on the dimensions and configuration of each site, several potential parking development sites were developed at each location. Each of the development sites were reviewed for parking layout, potential mixed-use opportunities, potential construction costs, and other factors. These factors were summarized in the Parking Ramp Options Comparison Matrix located at the end of this report.

### **Property Ownership & Master Planning**

It is important to note that this study and in particular Part A of the scope of work is an exercise in very high elevation "master planning" and feasibility analysis. A majority of the sites studied have a City of Fargo 'ownership' component although many of the concepts would also require coordination, partnerships or negotiations with adjacent private property owners. Although a majority of the private property owners that would be directly impacted by any of these concepts

have been involved in the discussions to-date; this study is not intended to represent agreement or support for any of the ideas or concepts – but is solely intended to determine whether a ramp could be placed in each of the locations and related factors.

### **Stakeholder Involvement**

As part of the process to develop the concepts for each site – the consultant team held a number of individual meetings with downtown developers and stakeholders. Additionally, a design charrette was conducted with representatives from the Downtown Community Partnership (DCP). We anticipate additional input opportunities as this discussion evolves as part of future efforts.

### **Critical Factors for Consideration**

As further detailed in the report, from a strict feasibility perspective the two (2) most critical factors in evaluating a site for development of a parking ramp is location and site dimensions. In general, walking distances exceeding 2 or 3 blocks are considered unacceptable to most parking patrons. In terms of site dimensions, the size and shape of the ramp influences the efficiency of the ramp and ultimately its cost effectiveness.

Other considerations:

Spin-off Potential – A strategically designed parking program and parking infrastructure can act as catalyst for economic development and investment. A majority of the studied sites are in locations where the construction of a ramp would produce spin-off benefit in the form of economic development on adjacent blocks.

Mixed-Use – The ability to keep sidewalk space activated on downtown corridors is critical; specifically the Goodyear/Warner, NP Avenue and 2<sup>nd</sup> Avenue/Roberts St are locations. Each site studied offers varying degrees of opportunities for a mixture of uses. The feasibility study also analyzes opportunities to vertically mix uses or in other terms the possibility of accommodating residential development on-top of a parking ramp.

Multi-Use Ramps – If a ramp can be placed and programmed to be utilized 24/7 the efficiency and revenue generating capacity of the ramp is substantially increased. For example, a ramp associated with a hotel or event venue works well as the spaces can be rented during the day to downtown workers or hourly parkers and at night the ramp is utilized as well. Additionally, a few of these sites are better suited to handle longer-term hourly parking needs within the downtown core.

Cost per Space – The feasibility study suggests that the cost per space would be in the \$20 to \$25K range. Most of these sites currently accommodate surface parking and therefore the 'net' cost per space at these locations is in the range of \$25-35K.



Sloping Floors towards the Streetscape – Depending on the concept and layout certain ramp concepts will have sloping floors that would abut the public right-of-way. Similar to the Civic Center Ramp, these sloping floors are much more difficult to treat architecturally and blend into a downtown urban environment versus flat floors.

### **Parking Site Evaluation Conclusion**

The Fargo Parking Commission's focus is to serve the Downtown Business Community and its partnership with retail, entertainment, professional and service sector businesses. Over the past fifteen years, there have been a series of parking studies completed to assist the Commission in planning for the future of downtown Fargo. The earliest of these studies preceded the significant redevelopment in downtown Fargo, which sprang from the commitments made by North Dakota State University and the incentives presented by the Fargo Renaissance Zone to private sector development. Today the urban core of downtown is dynamic and growing. To continue to make these strides it will be important that the downtown parking resources be managed and expanded in a manner to match the quality and growth of Fargo's downtown. Downtown is ready to move to next level, building on the solid foundation of diverse investment in the fabric of Fargo's downtown, and the pending public sector investment. The near term influence of public sector projects like the new City Hall, the renovation of the Civic Center into a Arts Performance Center, and the potentials of a new Convention Center will generate significant spin off development, and with it the need to supplement the current parking inventory for downtown.

The Study presented here, illustrates the opportunity to move forward with serious consideration of parking facility development on several sites. The objective of the Study was to determine site feasibility and set the criteria around which a schematic design can be based. In addition, the study provides the background on which to promote relationships with private sector development groups to partner on the potential mixed use opportunities presented with several of the sites.

Based on discussions with City staff, downtown stake holders and the Downtown Community Partnership, the key criteria by which the sites are evaluated was prioritized and refined. The outcome defined two criteria above all others that must be achieved:

- Convenience/proximity to core demand area for both daytime business use and evening entertainment and restaurant activity with the intent to "find a 24/7 solution".
- Avoid solutions that take away infill development opportunities.

These criteria, when balanced with the priorities set out in the original scope, bring us to a slightly different position than without them. Specifically, the solutions that respond best are those that free up or leave unaffected large parcels for development, rather than limited wrap or bookend mixed use development.

A brief summary of sites that respond to these criteria:

**1. Warner Site**

The Warner Site can meet the immediate demands for 400-600 cars and would provide convenient access and adjacency to the core demand of downtown Fargo as well as encourage spin off development. The Warner location would serve to support added demand from the future development on the US Bank Plaza and to a lesser degree, the parking required by the presence of the new City Hall. The Warner Site also provides opportunity for larger scale development adjacent to the parking facility.

**2. Saint Mark's Church Site**

This site presents limited opportunity as originally conceived along 7<sup>th</sup> Street with no connection to Roberts Street, however if the available site could be expanded to include the Salvation Army property, a much more viable opportunity would be presented. While this option is not currently available for consideration, we believe that it should be pursued in the future. Growing out of conversations with stakeholders, development groups and DCP members, this alternative solution would be able to respond to the growth that North Dakota State University envisions and reinforce the western edge of downtown Fargo's retail and entertainment business. Such a solution similar to that presented in the Site 2B illustration would serve as a bridge between the NDSU downtown campus and Roberts Street. This linkage can make a very direct connection to the alley and in turn to Broadway. The result would serve to support parking demand growth on the west edge of the commercial business core and the future spin off opportunities for housing and commercial business adjoining NDSU's campus. Pursuing an east /west site solution as described would also respond to parking demand that would arise from retaining the 2<sup>nd</sup> Avenue North site for infill development.

**3. 2<sup>nd</sup> Avenue North Site**

The land parcel owned by the City of Fargo provides limited opportunity for development as a parking ramp without added surface area from adjoining privately owned property. It is not the most efficient configuration and would result in a higher cost per parking stall and a lower net gain in parking stalls. The study solutions illustrate that the 2<sup>nd</sup> Avenue North site can produce several good mixed use options, and would serve to expand the downtown business core to the west along 2<sup>nd</sup> Avenue, provided the added land to the north could be acquired.

Based on discussions with the DCP, current downtown developers, as well as City staff, there is a strong desire to retain the 2<sup>nd</sup> Avenue property for a future development opportunity, given the proximity to the strong business core. This approach is consistent with the belief that Fargo should have land inventory available to respond to future development needs, and recognizes the inherent value in this keystone property.

**4. 2<sup>nd</sup> Avenue South Site**

The 2<sup>nd</sup> Avenue South site is very small for an efficient and comfortable parking structure, so it is not recommended at this time for parking ramp development. It too could be a good infill development site.

**5. The Civic Ramp.**

Located adjacent to the Radisson Hotel, the ramp provides a fully public controlled option to expand parking. The original 238 stall ramp was constructed in 1986 and was designed to add an additional level, with a 71 net gain of stalls. We believe that this option should remain a high priority and be looked at when there is added parking supply in place to handle the displacement of stalls during the expansion construction. These added stalls could be brought on line if phased between the construction of a new ramp on the Warner site and an additional site once future development and demand evolved.

**6. City Hall Site**

Our study establishes that the land remaining after the construction of the new City Hall can support a mixed used development. This location has been studied primarily to determine site proportion feasibility and position the City staff to have confidence in seeking potential private sector developers to develop the site. The added opportunity presented by the temporary City staff parking created across 1<sup>st</sup> Avenue will compliment any future development on the City Hall land. We believe that the City Hall site has limited potential to serve the core downtown demand due to the walking distance involved. Although the site has opportunities to link into the current skyway, the distance and convenience remains a concern in the context of the core downtown demand area. Development of this site should be driven by the broader development goals of the mixed use marketplace and the future needs of the Arts Performance Center and Convention Center. Further detailed study of this site would identify these potentials and should be done only when a development team has been established. (Craig, sometimes a City issues an RFP to developers to solicit their ideas on what is viable. The RFP could establish criteria related to the type of uses, size, zoning requirements, aesthetics, parking, etc. Thus, exploring the site does not necessarily have to wait until a "development team has been established"

**7. The NP Avenue Site**

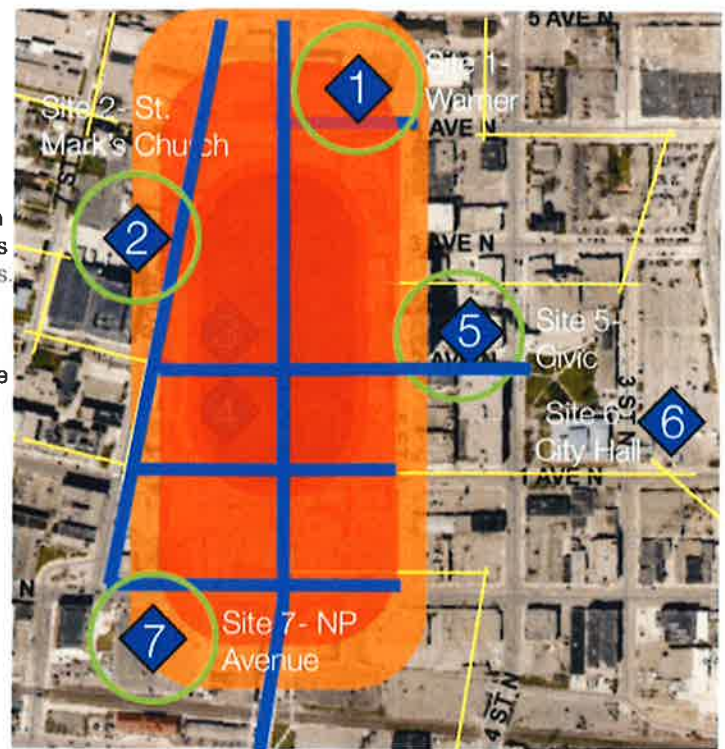
This site is likely the easiest site to develop given the public ownership position and the cooperative nature of adjoining land owners. However, evaluating the site on the key factors of adjacency and convenience to the core demand leaves this site at a lower ranking and this study would recommend that the site continue in its current use and remain in the City inventory for future development opportunity. The site presents a great opportunity to expand the residential, retail, commercial and bar restaurant business along NP Avenue as demand grows in downtown Fargo. The NP site would be a logical location for a ramp at a future date to anchor the south end of the downtown core as the demand area grows to the south and links to NDSU's presence at the Renaissance Hall.

The analysis of the seven site options presented in this study has been based on fifteen years of data gathering and observations of the rebirth of downtown Fargo. No single site will satisfy the diverse character of Fargo's downtown, nor would the resulting scale be appropriate for Fargo's urban texture. We believe a strategic approach that anchors the current edges of the demand area will result in a long term pattern of growth that produces convenient and affordable parking for the consumer.

The following graphic illustrates this strategy and a path forward:

## Strategic Approach

- Recognize That Meeting the Needs Of The Downtown Parking Demand Will Require Multiple Ramp Locations & Enhanced Public On & Off Street Parking Operations.
- **Step 1-** Commit To Design of A 500+ Space Ramp @ Warner Site, To Meet Current Parking Shortfall, & to Stimulate Development of Goodyear and US Bank Site
- Encourage P3 Development of 2nd Avenue North Lot
- **Step 2-** Expand Civic Ramp, 1 Level Minimum, Upon completion of City Hall
- Facilitate Growth of Core Demand Boundary
- Seek P3 Partnership on City Hall Land
- Explore Large Scale Mixed Use Project on NP
- **Step 3-** At Such Time as Demand Exists & Economics Are Supported, Proceed With St. Mark's & S.A. Site





**RENEWAL PLAN**

**TAX INCREMENT FINANCING DISTRICT NO. 2015-02**

**CITY OF FARGO, NORTH DAKOTA**

**August, 2015**

**RENEWAL PLAN FOR TAX INCREMENT DISTRICT NO. 2015-02**

SUBSECTION 1.1.	DEFINITIONS
SUBSECTION 1.2.	STATUTORY AUTHORITY
SUBSECTION 1.3.	STATEMENT OF PUBLIC PURPOSE
SUBSECTION 1.4.	DESCRIPTION OF TIF DISTRICT
SUBSECTION 1.5.	PARKING GARAGE, LAND ACQUISITION, DEVELOPMENT, DEMOLITION AND REMOVAL OF STRUCTURES, REDEVELOPMENT, IMPROVEMENTS, OR REHABILITATION
SUBSECTION 1.6.	LAND USE ATTRIBUTES
SUBSECTION 1.7.	ESTIMATE OF DEVELOPMENT COSTS
SUBSECTION 1.8.	ESTIMATE OF BONDED INDEBTEDNESS
SUBSECTION 1.9.	TAX INCREMENT FINANCING
SUBSECTION 1.10.	ESTIMATE OF TAX INCREMENT
SUBSECTION 1.11.	DURATION OF THE TIF DISTRICT
APPENDIX A:	LEGAL DESCRIPTION OF PROPERTY
APPENDIX B:	MAP OF THE TIF DISTRICT
APPENDIX C:	ZONING MAP
APPENDIX D:	PHOTOS OF EXISTING CONDITIONS
APPENDIX E:	PLANS FOR REDEVELOPMENT

## **RENEWAL PLAN FOR TAX INCREMENT DISTRICT NO. 2015-02**

### **Subsection 1.1. Definitions**

For the purpose of the Renewal Plan, the following terms shall have the meanings specified below, unless the context otherwise requires:

“City” means the City of Fargo, a municipal corporation under the laws of the State of North Dakota.

“City Commission” or “Commissions” means the Fargo City Commission.

“Comprehensive Plan” means the City’s GO2030 Comprehensive Plan, including the objectives, policies, standards and programs to guide public and private land use, development, redevelopment and preservations for all lands and water within the City as and when such plan is adopted and finalized.

“County” means Cass County, North Dakota.

“Development” means the construction of new buildings, structures, or improvements; the demolitions, alterations, remodeling, repair or reconstructions of existing buildings, structures or improvements; the acquisition of equipment; and the clearing and grading of land on industrial or commercial property in the Renewal Area.

“Renewal Area” means the property described in Subsection 1.4 of this Plan.

“Renewal Plan” or “Plan” means this Plan adopted by the Commission for the Renewal Area.

“Tax Increment Financing Act” or “TIF Act” means North Dakota Century Code, Section 40-58-20, as amended.

“Tax Increment Bonds” means any general obligation or revenue tax increment bonds or notes issued by the City to finance the public costs associated with the TIF District as stated in the Plan, or any obligations issued to refund the Tax Increment Bonds.

“Tax Increment Financing District” or “TIF District” means Tax Increment Financing District No. 2015-02.

“Urban Renewal Law” means North Dakota Century Code, Chapter 40-58.

### **Subsection 1.2. Statutory Authority**

The creation of the Renewal Area and the establishment of Tax Increment Financing District No. 2015-02 are authorized by the Urban Renewal Law. Specifically the creation of the Renewal Area is authorized under North Dakota Century Code, Sections 40-58-01.1(7) and (14), which provide that the

local governing body may designate industrial or commercial property, a slum or blighted area, or combination of these properties as appropriate for a development or renewal project.

The Urban Renewal Law provides that communities develop a “workable program” for the use of public and private resources to facilitate the development of industrial or commercial properties, eliminate and prevent the development or spread of slums and urban blight, encourage needed urban rehabilitation, provide for the redevelopment of slums and blighted areas, or undertake these activities or other feasible municipal activities as may be suitably employed to achieve the objectives of the workable program. North Dakota Century Code, Section 40-58-04.

Subsection 1.3. Statement of Public Purpose

In adopting the Renewal Plan for TIF District No. 2015-02, the City Commission intends to make the following findings:

- (a) The Renewal Area includes a blighted area  
**Factual basis:** The Renewal Area is blighted due to the presence of underutilized land and some deteriorating buildings and signs. Photos of the Renewal Area can be found in Appendix D.
- (b) The Renewal Area includes industrial or commercial property.  
**Factual basis:** The Renewal Area contains commercial land uses. This includes a tire store, surface parking used by contract renters, and a commercial/apartment building.
- (c) The Renewal Area is appropriate for a development or renewal project.  
**Factual basis:** The properties within the area are underdeveloped for the location. The properties are in a good location in central downtown. There is very good accessibility to the Renewal Area and redevelopment of the area will allow for higher density development without the need to improve or construct city roadways.
- (d) Comparable replacement dwellings or housing is available to persons displaced by the proposed Tax Increment Project.  
**Factual basis:** There is no replacement housing required for this redevelopment, as the existing land uses that would change are currently commercial.
- (e) The Plan conforms to the Comprehensive Plan for the City as a whole.  
**Factual basis:** The proposed Renewal Area and future development are consistent with the goals that are embodied in the GO2030 Comprehensive Plan. Most notably, the proposed Renewal Area has the potential to address several key initiatives of the GO2030 Comprehensive Plan including initiatives to *Promote Infill* and for *Quality New Development* near downtown.



#### Subsection 1.4. Description of TIF District

The redevelopment site is located on the northeast corner of Broadway and 4th Avenue North in the core of the downtown. The project map is attached as Appendix B. The properties are zoned DMU (Downtown Mixed Use). A zoning map is attached as Appendix C.

TIF District No. 2015-02 consists of the parcels legally described in Appendix A. A map of the approximate boundaries of the TIF District is attached as Appendix B.

The redevelopment would be a mixed use project that would replace the tire store and surface parking. The site has the potential for main floor retail/service businesses, offices on upper floors, a parking garage, and housing. The development could include:

- Commercial/Office space between 40,000 and 100,000 square feet.
- Housing of approximately 30 units
- A City-owned and operated parking garage with a capacity of approximately 400 spaces. Parking spaces would be available to users of this development, redevelopment of the 200 block of Broadway, current users of surface parking, new businesses in the downtown, and downtown visitors and shoppers.

The property owner is working on designs for this mixed use development. They are very early in the process, so a detailed design plan is not included in this plan. However, one concept from a parking study is attached as Appendix E to illustrate one potential plan, which includes main floor commercial space on Broadway.

#### Subsection 1.5. Parking Garage, Land Acquisition, Development, Demolition and Removal of Structures, Redevelopment, Improvements, or Rehabilitation

The Development of the Renewal Area includes the following activities:

**Parking Garage** – The primary activity would be to construct a City-owned and operated parking garage within the development, with a capacity of approximately 400 spaces. The garage should be part of a public-private partnership with a developer interested in providing commercial and housing on the site. The estimated cost is \$8 million to \$10 million which would include land acquisition, design, and contract administration.

**Acquisition of Property** – The city would obtain an ownership interest in a portion of the land for a City parking garage.

**Demolition & Site Cleaning/Grading** – This activity would remove an existing building, foundation, parking lots, and test and remediate any contaminated soils and asbestos.

Public Works Improvements – This activity would be for improvements to public sidewalks, street amenities, and pedestrian lighting.

Other Costs – Other Tax Increment costs include the administrative costs.

The estimated cost of the parking garage is for planning purposes, and may be different when plans are implemented with a developer agreement or construction contract.

Subsection 1.6. Land Use Attributes

- (a) Zoning or Planning Changes. The properties are zoned DMU (Downtown Mixed Use). Future development will conform to the DMU standards and zoning changes are not needed.
- (b) Maximum Densities. The DMU zoning district allows 100% building coverage on a lot with no setbacks and height restrictions.
- (c) Building Requirements. All properties within this district are subject to the provisions of the City of Fargo Building Codes and the Land Development Code.
- (d) Plan relationship to land use objectives (land uses, improved traffic, public transportation, public utilities, recreational and community facilities, and other public imps.) The parking garage is necessary for the redevelopment of this site and other underutilized sites in the downtown. It will provide the parking needed for main floor commercial space on Broadway, parking for new housing units, parking for patrons of the development, and parking for other downtown events.

Subsection 1.7. Estimate of Development Costs

The City anticipates development of the Renewal Area will involve certain public costs. North Dakota Century Code, Sections 40-58-20 and 40-58-20.1 allow the use of funds received from tax increments to be applied to certain specified costs. The City will provide for costs necessary for the construction of a City parking garage, and adjacent sidewalk improvements. The estimated public costs of these activities are between \$8 million and \$10 million.

Subsection 1.8. Estimate of Bonded Indebtedness

The City intends to finance certain costs of the Development through the issuance of general obligation bonds, special assessment warrants, or refunding improvement bonds pursuant to North Dakota Century Code. The City may specially assess all or a portion of the costs of development and apply funds received from tax increments to payment of the special assessments and other bonds. Parking revenue from this parking garage, revenue from other parking facilities in the downtown, and other sources may be used to pay bonded indebtedness.

Subsection 1.9. Tax Increment Financing

The County Auditor of the County is requested to compute, certify and remit tax increments resulting from the Development within the Renewal Area.

The original assessed values of the properties within the Renewal Area, as last assessed and equalized before the date of this Plan are outlined on Attachment A.

Each year, the County Auditor will compute the amount of tax increment generated within the Renewal Area in accordance with the TIF Act. Any year which there is an "incremental value" as provided in the TIF Act, an increment will be payable to the City and deposited in the fund created by the County Auditor for that purpose. Any year in which there is "lost value" pursuant to the TIF Act, no increment will be payable to the City.

Subsection 1.10. Estimate of Tax Increment

There is a potential for private sector development in excess of \$20 million. The amount of development will depend on leasing activity and the feasibility of concepts that are being identified and designed for the site. A development valued at \$20 million would provide approximately \$250,000 a year of tax increment revenue. Assuming the new developments would need the 5-year Renaissance Zone incentives, and a 25-year TIF term, TIF financing could provide \$3 million towards the parking garage. Development of a smaller project would provide less tax increment.

Subsection 1.11. Duration of the TIF District

The City anticipates that the TIF District will continue until all development costs are reimbursed through the receipts of tax increment. The estimated time period would be approximately 20 years, with a maximum of 25 years.

APPENDIX A  
LEGAL DESCRIPTIONS OF PROPERTIES





## Parcel Information Report

Parcel Number: 01-1040-00023-000

### General Information

Segment Id: 1  
Owner 1: WARNER INVESTMENT INSURANCE  
Owner 2:  
Property Address: 412 5 ST N  
Mailing Address: 318-320 BROADWAY N FARGO, ND 58102  
Addition Name: Great Northern Depot  
Block: 1  
Lot: PT OF B DESC AS FOLL: BEG AT THE SW COR OF SD LT B; THEN N 11 DEG 23 MIN 24 SEC E, ON ASSMD BRG, ON THE W LN OF SD LT B A DIST OF 51.00 FT; THEN N 90 DEG 00 MIN 00 SEC E A DIST OF 152.40 FT TO THE SLY LN OF SD LT B; THEN SWLY ON THE SLY LN OF SD LT B, ON A CURVE CONC TO THE SE A DIST OF 140.05 FT, HAVING A RAD OF 196.70 FT, A CENT ANGLE OF 40 DEG 47 MIN 42 SEC, & A CHD WHICH BEARS S 68 DEG 36 MIN 54 SEC W A DIST OF 137.11 FT; THEN N 90 DEG 00 MIN 00 SEC W ON SD S LN A DIST OF 34.80 FT TO THE PT OF BEG

#### Additional Description:

\*12/22/95 SPL/FR 1040-00100 & 1040-00500 \*10/12/06 SPL/FR 01-1040-00020-000

#### Estimated Flood Stage Levels For River Flooding:

If your property is outside the city limits or your property and structure are not affected by a 25 to 44 foot flood stage data will be not available (N/A).

Property may be affected by an approximate flood stage of 42 or higher.

Structure may be affected by an approximate flood stage of N/A or higher.

Please note that this approximation does not take into account any local issues such as ice and debris jams or localized flooding from intense rainfall events.

### District Information

Cass School District: 1  
Elem. School District: HoraceMann

### Property Valuation

	Land	Improvements	Total
Current Appraised Value:	\$14,000.00	\$5,700.00	\$19,700.00

### Building Information

Year Built:	No. of Apartment Units:
Total Building SqFt: N/A	Residential Story Height: ()

### Lot Size

Front Width: 0.00	Land Use: C (Commercial)
-------------------	--------------------------

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Back Width:

Property Type: 62 (Parking Ramp/Lot)

Depth Side 1: 0.00

Depth Side 2:

Square Footage: 3547.00

## Zoning

Zone 1: DMU

Zone 2:

Conditional Use Permit:

Planned Unit Devel #:

Planned Unit Devel Date:

Conditional Overlay Number:

Conditional Overlay Date:

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## Parcel Information Report

Parcel Number: 01-1540-01160-000

### General Information

Segment Id: 1  
Owner 1: DFI MERCANTILE LLC  
Owner 2:  
Property Address: 401 BROADWAY N  
Mailing Address: 210 BROADWAY N STE 300 FARGO, ND 58102  
Addition Name: Keeney & Devitts 2nd  
Block: 21  
Lot: 1, 11 & 12

#### Additional Description:

\*04/18/97 LEGAL DESC LANG CORR

#### Estimated Flood Stage Levels For River Flooding:

If your property is outside the city limits or your property and structure are not affected by a 25 to 44 foot flood stage data will be not available (N/A).

Property may be affected by an approximate flood stage of 40 or higher.

Structure may be affected by an approximate flood stage of N/A or higher.

Please note that this approximation does not take into account any local issues such as ice and debris jams or localized flooding from intense rainfall events.

### District Information

Cass School District: 1  
Elem. School District: HoraceMann

### Property Valuation

	Land	Improvements	Total
Current Appraised Value:	\$186,000.00	\$391,100.00	\$577,100.00

### Building Information

Year Built:	No. of Apartment Units:
Total Building SqFt: 9420	Residential Story Height: ()

### Lot Size

Front Width: 0.00	Land Use: C (Commercial)
Back Width:	Property Type: 12 (Automobile Repair Shop)
Depth Side 1: 0.00	
Depth Side 2:	Square Footage: 23250.00

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## Zoning

Zone 1: DMU

Zone 2:

Conditional Use Permit:

Planned Unit Devel #:

Planned Unit Devel Date:

Conditional Overlay Number:

Conditional Overlay Date:

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## Parcel Information Report

Parcel Number: 01-1540-01170-000

### General Information

Segment Id: 1  
Owner 1: WARNER INVESTMENT CORP  
Owner 2:  
Property Address: 410 5 ST N  
Mailing Address: 318-320 BROADWAY N FARGO, ND 58102  
Addition Name: Keeney & Devitts 2nd  
Block: 21  
Lot: 2, 3 & 4 & THAT PT OF 5 DESC AS FOLL: BEG AT SE COR OF 5 W ALG S LN 113.6 FT THEN NE 141.6 TO PT IN NW LN OF 5 ST, 52.2 FT FROM SE COR THEN SW 52.2 TO BEG

Additional Description:

#### Estimated Flood Stage Levels For River Flooding:

If your property is outside the city limits or your property and structure are not affected by a 25 to 44 foot flood stage data will be not available (N/A).

Property may be affected by an approximate flood stage of 40 or higher.

Structure may be affected by an approximate flood stage of N/A or higher.

Please note that this approximation does not take into account any local issues such as ice and debris jams or localized flooding from intense rainfall events.

### District Information

Cass School District: 1  
Elem. School District: HoraceMann

### Property Valuation

	Land	Improvements	Total
Current Appraised Value:	\$109,000.00	\$43,000.00	\$152,000.00

### Building Information

Year Built:	No. of Apartment Units:
Total Building SqFt: N/A	Residential Story Height: ()

### Lot Size

Front Width: 0.00	Land Use: C (Commercial)
Back Width:	Property Type: 62 (Parking Ramp/Lot)
Depth Side 1: 0.00	
Depth Side 2:	Square Footage: 27151.00

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# Zoning

Zone 1: DMU

Zone 2:

Conditional Use Permit:

Planned Unit Devel #:

Planned Unit Devel Date:

Conditional Overlay Number:

Conditional Overlay Date:

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## Parcel Information Report

Parcel Number: 01-1540-01190-000

### General Information

Segment Id: 2  
Owner 1: 5TH FLOOR APARTMENTS LLC  
Owner 2:  
Property Address: 413 BROADWAY N  
Mailing Address: PO BOX 1893 FARGO, ND 58107  
Addition Name: Keeney & Devitts 2nd  
Block: 21  
Lot: 10

Additional Description:

#### Estimated Flood Stage Levels For River Flooding:

If your property is outside the city limits or your property and structure are not affected by a 25 to 44 foot flood stage data will be not available (N/A).

Property may be affected by an approximate flood stage of 42 or higher.

Structure may be affected by an approximate flood stage of N/A or higher.

Please note that this approximation does not take into account any local issues such as ice and debris jams or localized flooding from intense rainfall events.

### District Information

Cass School District: 1  
Elem. School District: HoraceMann

### Property Valuation

	Land	Improvements	Total
Current Appraised Value:	\$70,000.00	\$607,000.00	\$677,000.00

### Building Information

Year Built:	No. of Apartment Units:
Total Building SqFt: 17112	Residential Story Height: ()

### Lot Size

Front Width: 50.00	Land Use: P (Apartment)
Back Width: 50.00	Property Type: 10 (Apartment)
Depth Side 1: 175.00	
Depth Side 2: 175.00	Square Footage: 8750.00

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# Zoning

Zone 1: DMU

Zone 2:

Conditional Use Permit:

Planned Unit Devel #:

Planned Unit Devel Date:

Conditional Overlay Number:

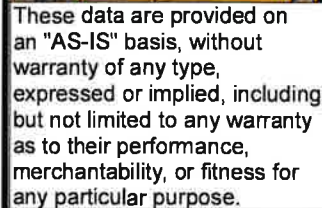
Conditional Overlay Date:

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APPENDIX B  
MAP OF THE TIF DISTRICT



TIF District	
1:2,409	8/3/2015 3:09:28 PM
This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.	



APPENDIX C  
ZONING MAP





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.

## TIF District

1:2,845

8/25/2015 8:44:54 AM

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.

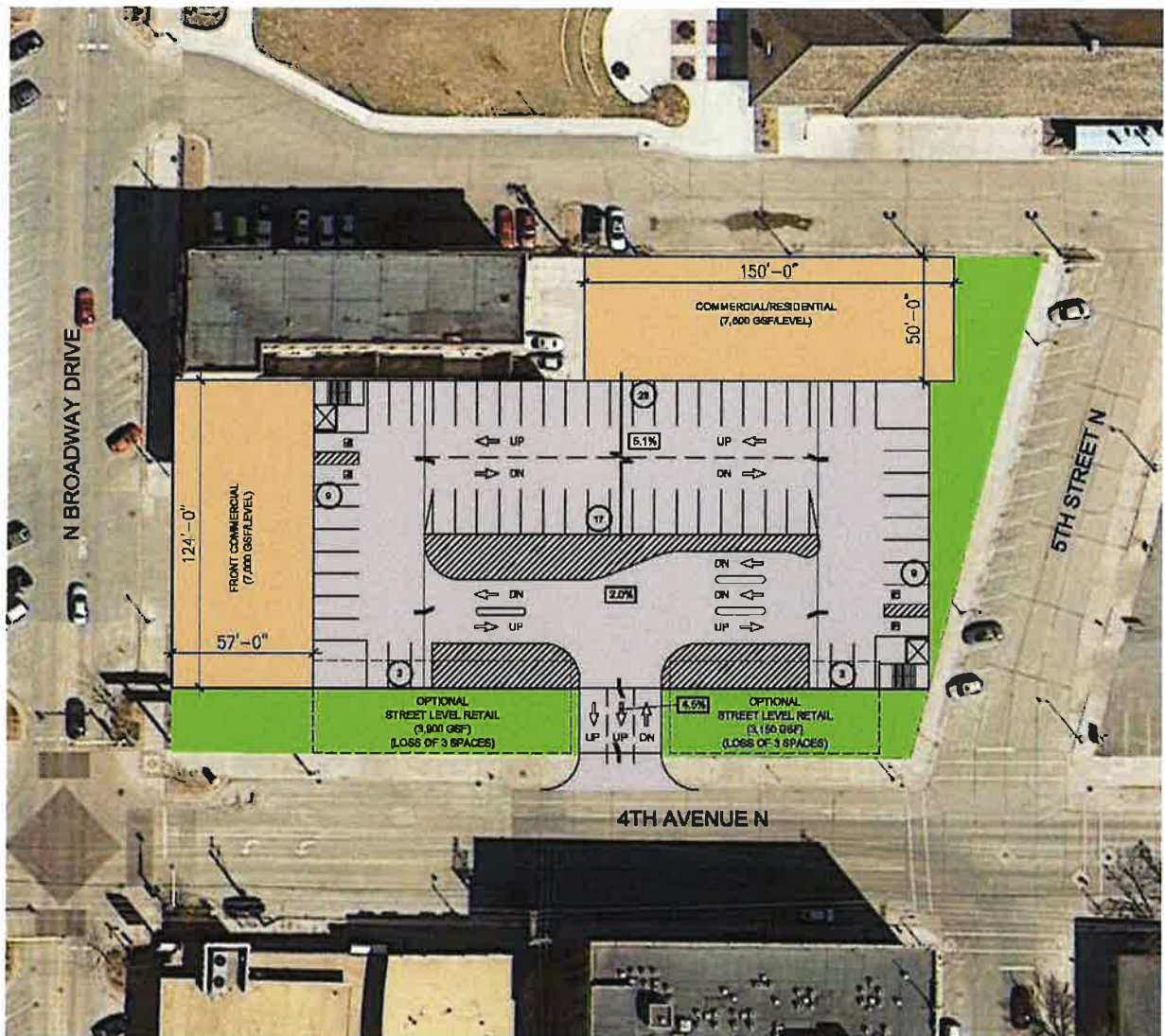


APPENDIX D  
PHOTOS OF EXISTING CONDITIONS

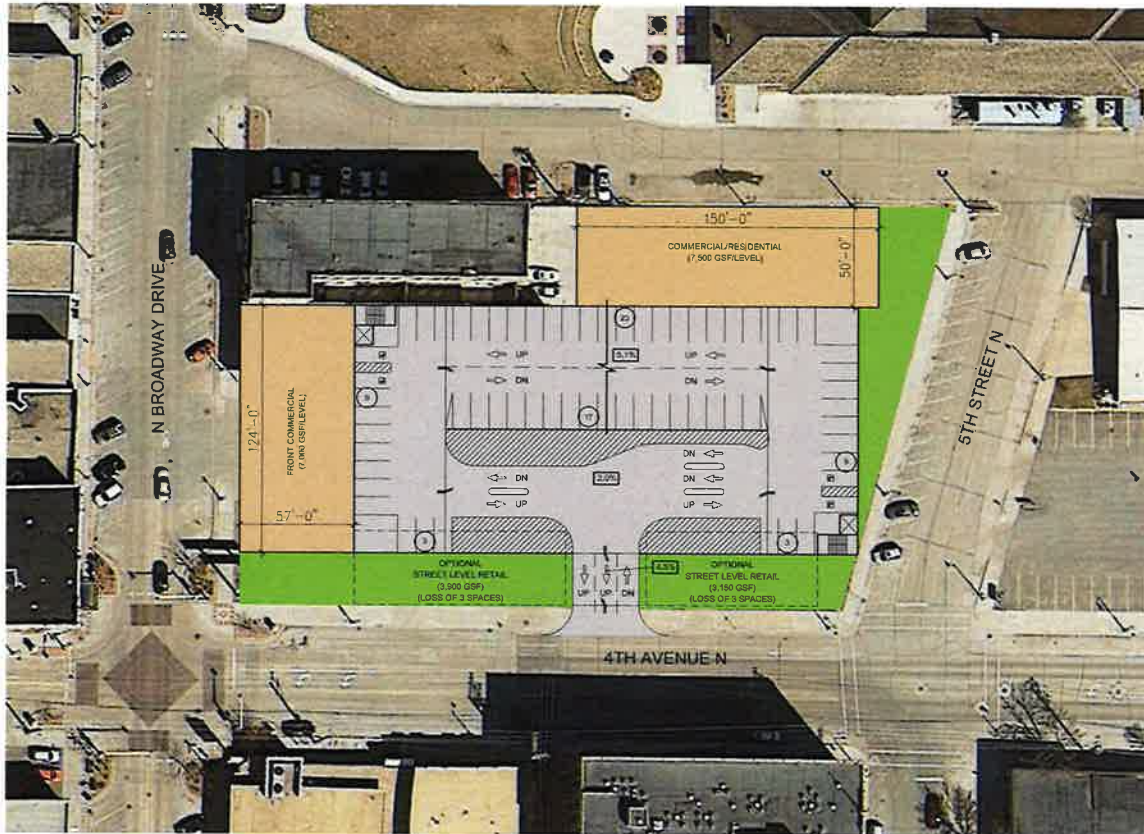




APPENDIX E  
PLANS FOR REDEVELOPMENT








## LEVEL 1 PLAN

1" = 60'-0"

## SPACE TABULATION

DESCRIPTION	STANDARD SPACES	ADA 	TOTALS
LEVEL 6	84	---	84
LEVEL 5	98	---	98
LEVEL 4	98	---	98
LEVEL 3	94	4	98
LEVEL 2	94	4	98
LEVEL 1	60	4	64
LEVEL B1	31	2	33
<b>GARAGE TOTAL</b>	<b>559</b>	<b>14</b>	<b>573</b>
<b>EXISTING LOT TOTAL</b>	<b>93</b>	<b>---</b>	<b>93</b>
<b>NET GAIN FOR SITE</b>	<b>466</b>	<b>14</b>	<b>480</b>

### SHEET NOTES:

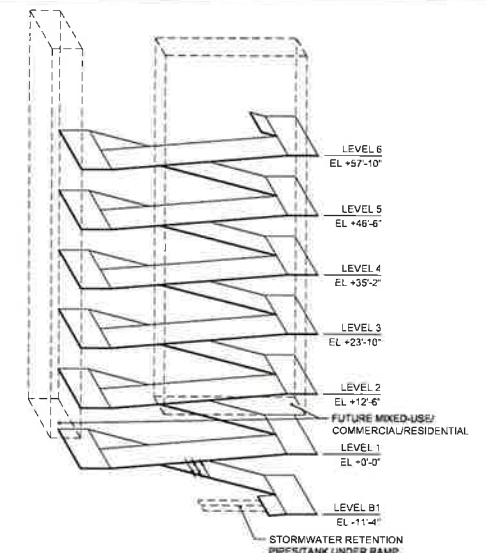
STANDARD SPACE = 5'-0" X 18'-0" @ 90° PARKING ANGLE  
ADA SPACE = 8'-0" X 18'-0" W/ 8'-0" & 5'-0" WIDE AISLES @ 90° PARKING ANGLE

### LEVEL SUMMARY (SPACE TABULATION):

BASEMENT + 3 LEVELS = 279 SPACES (NET GAIN = 186)  
BASEMENT + 4 LEVELS = 377 SPACES (NET GAIN = 284)  
BASEMENT + 5 LEVELS = 475 SPACES (NET GAIN = 382)

## ISOMETRIC VIEW

### SINGLE THREADED HELIX



Concept 1-B

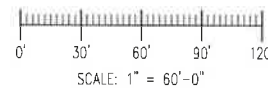
Sheet 3  
February 23, 2015

**Carl Walker**  
Parking Engineering Restoration

Carl Walker, Inc.  
1920 S Highland Avenue  
Suite 210  
Lombard, IL 60148  
Tel: 630.307.3800  
Fax 630.307.7030

**helenske design group**  
architecture • construction management

Helenske Design Group  
304 10th Street North  
Fargo, ND 58102  
p (701) 232 3271  
f (701) 232 3272



**City of Fargo**  
**Site 1 - Warner Site**  
**Fargo, North Dakota**



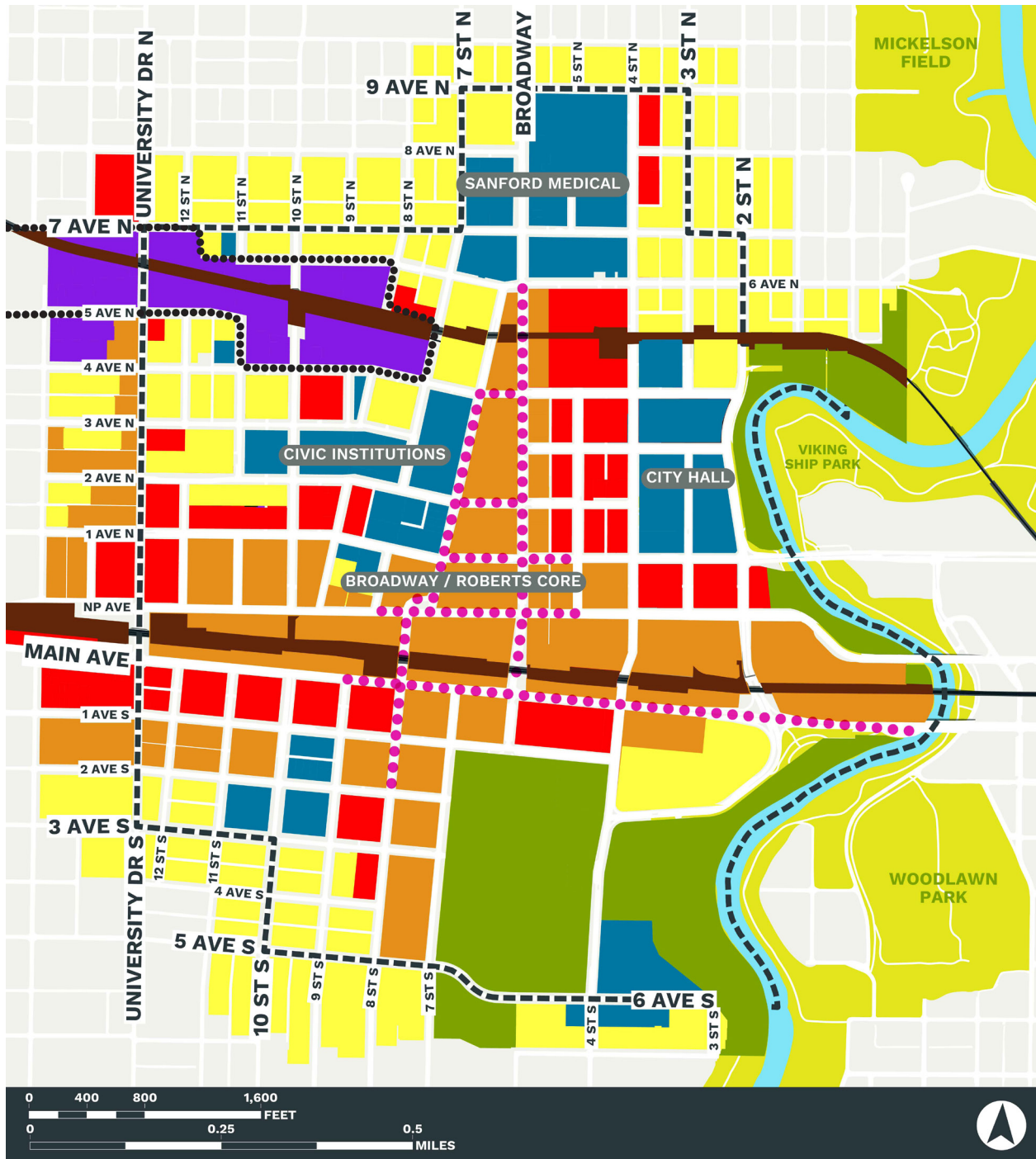




# Fargo Parking Facilities







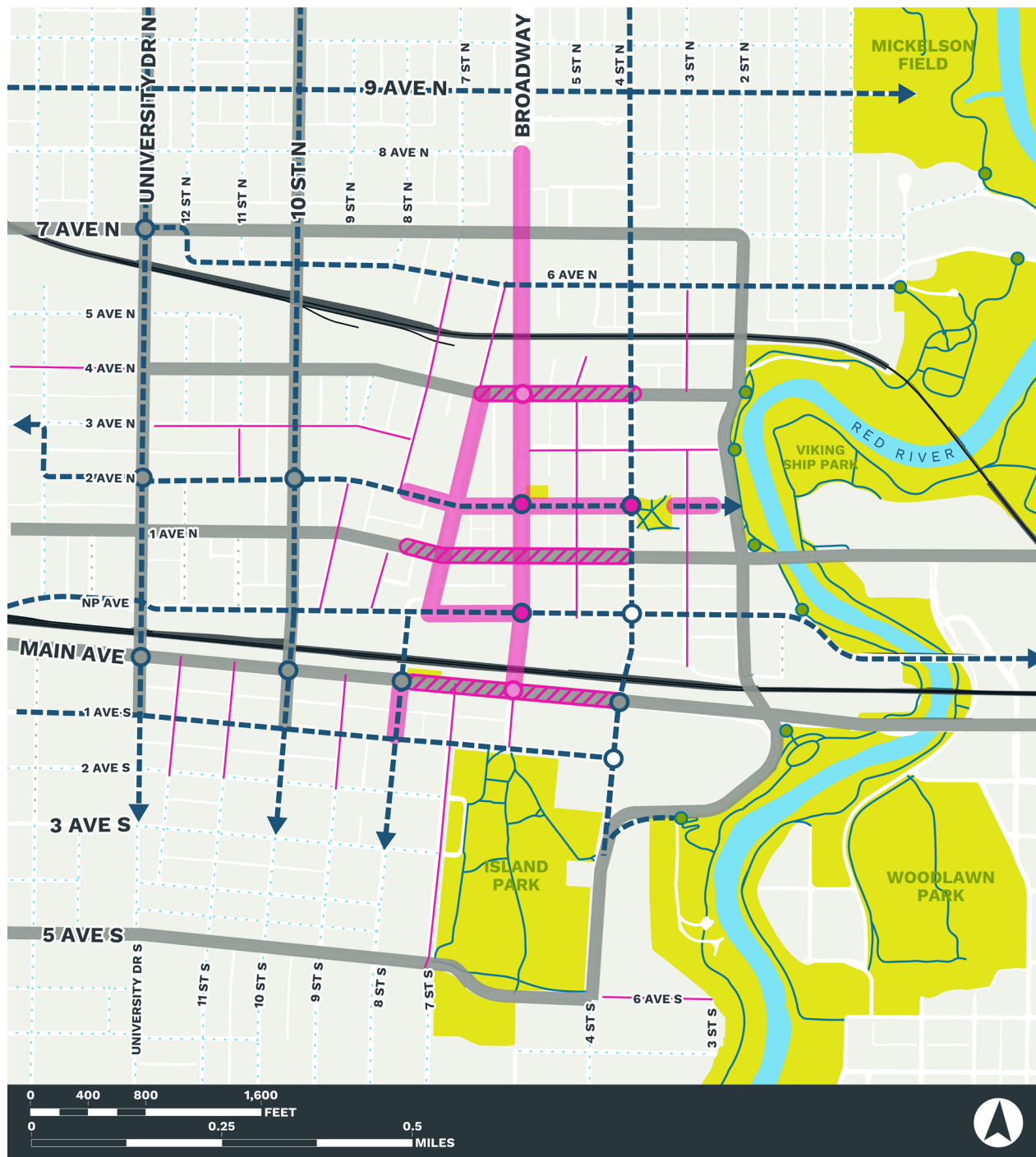
The recommended future land use map illustrates the Downtown InFocus approach. There are a lot of areas designated as “mixed-use,” however, only some of them are appropriate for encouraging new retail. These areas are identified with pink dotted lines and include Broadway, Main, and portions of 8th Street, 1st Avenue, NP Avenue, Roberts Street, 2nd, and 4th Streets. The areas not designated for retail should focus on first floor commercial office or workspace for local businesses, startups, and other activities. It should be noted that this map does not exclude some retail from streets not designated as “retail” streets. A destination restaurant or café for instance integrated into the Mid-America Steel site is completely appropriate. The idea is to encourage the majority of retail in areas where retail presence supports other retailers and creates a cohesive experience.

## Future Land Use

Source: Interface Studio

- RETAIL FOCUS
- ..... INDUSTRIAL PRESERVATION
- RESIDENTIAL
- COMMERCIAL
- MIXED-USE
- INDUSTRIAL
- PARKS & RECREATION
- PUBLIC & INSTITUTIONAL
- UTILITY & OTHER
- RAIL
- OPEN SPACE
- ..... DOWNTOWN FOCUS AREA

FIGURE 14: Future Land Use Map



# Proposed Street Network

Source: Sam Schwartz

- EXISTING OFF-STREET TRAILS
- PEDESTRIAN ENHANCEMENT FOCUS
- VEHICLE FLOW FOCUS
- BICYCLE CONNECTION
- INTERSECTION ENHANCEMENT
- LOCAL / FLEX STREETS
- NEIGHBORHOOD CHARACTER SLOW STREETS
- INTERSECTION ENHANCEMENT
- EXISTING TRAILHEADS

FIGURE 24: Proposed Street Network



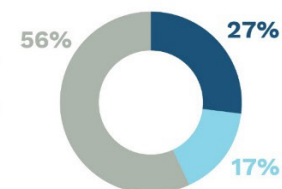


## Land Distribution

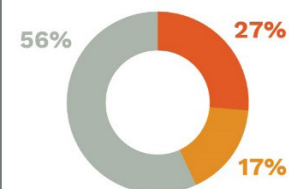
PARKING LOTS: **10** ACRES

PARKING GARAGES: **3.5** ACRES

NUMBER OF SPACES:



■ PARKING LOTS  
■ PARKING GARAGES  
■ ON-STREET



■ HOURLY PARKING  
■ MONTHLY PARKING  
■ ON-STREET

## All Parking

Source: City of Fargo, Interstate Parking

### OFF-STREET PARKING

■ MUNICIPAL LOTS  
■ PARKING GARAGES  
■ PRIVATE LOTS

### ON-STREET PARKING

— 30 MINUTE  
— 90 MINUTE  
— 2 HOUR  
— 4 HOUR  
— ALL-DAY (no time restriction)  
— PARKING RESTRICTED  
— NO PARKING

FIGURE 30: Parking Assets and Restrictions

# HOW WILL WE ACCOMPLISH OUR GOALS?

## 6.1 Create a tiered parking management approach

**Change parking rates, time restrictions, and assign penalties according to how close to the core you are**

In a typical downtown, the most desirable parking spaces are on-street along commercial corridors where the majority of businesses and retail activities take place. Closely following in desirability are on-street spaces along adjacent side streets. Surface lots are less desirable, but are still easily accessible for patrons to enter and exit. Structured parking facilities, or remote surface lots are typically the least popular due to the perceived hassle associated with getting in and out of them.

*Downtown InFocus* recommends a three-zone strategy to help guide parking policy and better manage the demand for parking spaces in Downtown.

### Zone 1: Core Downtown area

- > This area should be prioritized for initiatives to make the area more walkable to increase cross-shopping, safety, and social interaction.
- > Accordingly, the City should limit the construction of additional supply; integrate new parking garages selectively into new development; prioritize short- and mid-term shoppers and visitors, and invest in creating a more welcoming environment for visitors.

### Zone 2: Immediate periphery

- > This area should be prioritized for mid- and long-term shoppers/employees.
- > The City should invest in structured parking and/or shared parking opportunities to balance demand and optimize existing facilities that may be underutilized.

### Zone 3: Outlying periphery

- > This area should be viewed as an opportunity for remote parking.
- > Prioritize regular long-term employees and invest in a remote parking program.

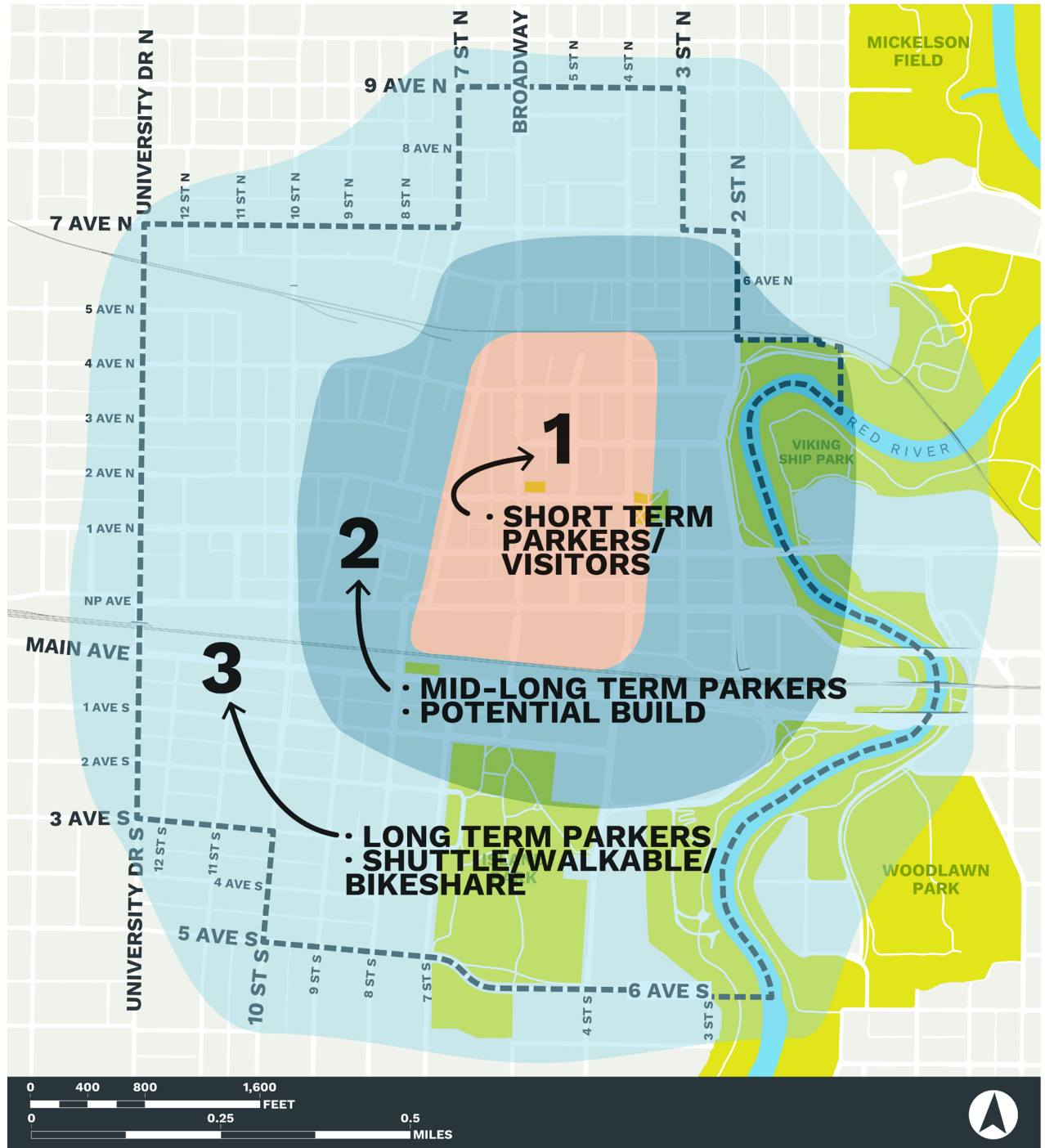


FIGURE 31: Parking Zones

# AN IMPLEMENTATION TIMELINE

## Prioritize projects for a phased implementation

The following represent those catalytic projects or programs recommended for priority implementation. *Downtown InFocus* identifies early action items across the major goal areas of this plan, but it is important to note that some of the plan's strategies will only be accomplished over a longer timeframe (up to 10 years). The implementation matrix on the following pages includes necessary actions and potential funding sources for each recommendation. Agencies and organizations that should be responsible for leading implementation are also identified. Priority projects include:

### Grow as a Neighborhood

- > Enable the construction of multi-family or townhouse developments for recent grads, young couples, and empty nesters as well as flats for seniors looking to age in place by re-zoning the edges of Downtown
- > Allow for smaller units in targeted areas
- > Develop form-based requirements that guide the placement of buildings, parking and other key design considerations for Downtown
- > Redevelop the Mid-America Steel site
- > Expand Capital Sources to Support Single Family Rehab and Revitalization
- > Bring back the scattered-site TIF program to encourage rehabilitation of existing housing or infill new housing at affordable pricing
- > Use City-owned land to encourage the inclusion of affordable housing and affordable workspace in private development
- > Support efforts of neighbors and businesses to clamp down on nuisance activity

### Prosper as a Business Center

- > Collect and track pedestrian counts.
- > Conduct quarterly meet-ups of retailers.
- > Encourage new retail on blocks close to Broadway to expand the Downtown shopping and dining experience by linking activity on

Broadway with activity on Main and in SOMA

- > Link incentives for new development to efforts supporting entrepreneurial activity
- > Focus on signage, lighting and safety programs

### Thrive as a Destination

- > Encourage outdoor dining, food trucks, and pop-up uses to activate Downtown streets and support local businesses.
- > Advocate for changes at the State to change existing laws around liquor sales and outdoor dining.
- > Reclaim select planted areas (on Broadway) for active programming and use
- > Design additional sidewalk bump-outs (on Broadway) to create more public space, usable in all seasons
- > Relieve pressure on Broadway by permitting unscheduled programming in other designated areas

### Be a Model for Inclusive Growth and Development

- > Expand Homelessness 101 trainings and build awareness of the Downtown service network
- > Develop a day center close to other services
- > Help a Housing First approach take root in Downtown

### Complete Our Streets

- > Develop the Fargo Street Playbook
- > Improve pedestrian safety throughout Downtown
- > Ensure safe, connected spaces for bicycles
- > Increase the visibility and improve the quality of bus stops
- > Increase year over year programmatic and financial commitment to the bike share program to ensure its longevity

### Park Smart

- > Change parking rates, time restrictions, and penalties according to how close to the core you are

- > Align supply with demand by looking at parking utilization system wide
- > Continue to lobby the State to eliminate the ban on metered parking
- > Bring parking meters to Downtown, where collected revenue could be used for streetscape improvements, improved signage, or to improve parking lots
- > Adopt strategies to increase turnover for high-demand spaces
- > Develop clearer wayfinding to help drivers find available parking to reduce the number of people circling for spots
- > Extend enforcement of on-street parking to 9pm to ensure that turnover continues into the evening, allowing more people to come, park, dine, and enjoy Downtown
- > Educate employers on the issues associated with paying for employee parking; encourage employers to offer transportation options outside of free parking
- > Establish parking maximums in the core Downtown area that allow for a more dense, walkable environment. Maintain parking minimums outside of the study area

### Play with Purpose

- > Stitch together alleys, small parks, the Block 9 Plaza, City Hall Plaza, and the River
- > Focus on programming for families with children and students under 21
- > Develop more all-weather venues and events like Frostival
- > Design spaces on both sides of the flood wall to help people navigate the barrier
- > Create a new, actively programmed City Hall Plaza and pursue a bridge aligned with 2nd Avenue
- > Design a river park on the Mid-America Steel site
- > Fill gaps in a multi-use trail on both sides of the River, and connect to regional trails associated with the Diversion
- > Retain rainwater on-street, and increase the green in Downtown



## **BOARD OF PARKING COMMISSIONERS MINUTES**

### **Regular Meeting:**

**Thursday, December 20, 2018**

The Regular Meeting of the Board of Parking Commissioners of the City of Fargo, North Dakota, was held in the City Commission Room at City Hall at 9:00 a.m., Thursday, December 20, 2018.

The Parking Commissioners present or absent were as follows:

Present: Chairperson Mike Williams, Margie Bailly, Brian Hayer, Randy Thorson, Jay Krabbenhoft

Absent: None

Chairperson Williams called the meeting to order.

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

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

#### **Item 2: Minutes: Regular Meeting of October 25, 2018**

Member Bailly moved the minutes of the October 25, 2018 Parking Commission meeting be approved. Second by Member Thorson. All Members present voted aye and the motion was declared carried.

#### **Item 3: Welcome New Parking Manager**

Chair Williams introduced Vanessa Hernandez as the new Interim Parking Manager for Interstate Parking.

#### **Item 4: October Financial and Operations Report**

Paul Schnettler, Interstate Parking, reviewed the October and November 2018 financial and operations reports. He provided an update on parking lot crack repairs that were not completed and noted they will be sealed in the spring. The Board discussed the importance of completing the sealing repairs.

#### **Item 5: November Financial and Operations Report**

Heard with Item 4

#### **Item 6: Discuss Schedule, Content, and Participants of January Parking Retreat**

Director of Strategic Planning and Research Jim Gilmour shared that the main topics to be discussed at the upcoming Parking Retreat include locations for future parking facilities, monthly parking availability, and future plans of additional public/private partnerships. He also suggested reviewing the organization of the Parking Commission



and discussing adding additional people to the table and other interactive meeting opportunities.

City Commissioner Dave Piepkorn stated that he would also like to discuss online parking management and the capabilities to grow with new technologies to assist with future parking needs.

The Board discussed looking at the past parking study and Downtown Master Plan, integration with other City departments, and making the most from work that has already been done.

Discussion continued on possible dates, location, and time to hold the retreat.

**Item 7: Construction Concerns from Retailers**

City Traffic Engineer Jeremy Gordon spoke on behalf of the Engineering Department. He noted that Kristy Schmidt from the Engineering Department is the downtown liaison and has been working on agreements with downtown contractors regarding closure timelines.

The Board discussed how communication could be improved between downtown retailers, contractors, and the City regarding sidewalk and street closures due to construction. Improved and more frequent notifications to downtown businesses was noted as a priority.

Discussion continued regarding the Main Avenue reconstruction project scheduled to begin in the Spring of 2019. Mr. Gordon noted that the contractors have been given a maximum number of days major that intersections can be closed.

Commissioner Piepkorn stated that this project should be done as quickly and efficiently as possible. He noted that this street has not been redone in over 100 years, so there is a major concern that the project be do well.

The Board continued discussion on future development projects.

**Item 8: ROCO Smart Energy Ramp Update**

Chair Williams shared that the Smart Energy Project was confirmed in November 2018. He noted the project will start with smart chargers and add lighting controls over the next 6-8 months.

**Item 9: Other Business**

Discussion was held on parking time limits surrounding 225 4th Avenue North. Mr. Gilmour noted that this issue has been delegated to the Planning Department to address.

Assistant Planning Director Mark Williams addressed that the on and off-street parking fines were tabled at the last meeting. City Auditor Steve Sprague noted that the

Passport parking system is ready to be used, but that the fine rates need to be established in order to upload into the system.

Discussion was held on the increase of a second late fee, the rates of on-street versus off-street parking violations, and the amount of downtown construction affecting downtown parking.

Member Bailly moved to approve the increase of on-street parking fees and the addition of a second late fee increase. Second by Member Thorson. All Members present voted nay and the motion failed.

The time at adjournment was 9:51 a.m.