



# REGULAR MEETING OF THE CITY COMMISSION AGENDA

Tuesday, November 21, 2023 at 4:30 PM  
City Hall – 38 1st Street West Dickinson, ND 58601

---

## City Commissioners:

**President:** Scott Decker

**Vice President:** John Odermann

Jason Fridrich

Suzi Sobolik

Robert Baer

## CALL TO ORDER

Resolution No: 32-2023

Ordinance No: 1788

## ROLL CALL

### Memo

## OPENING CEREMONIES: PLEDGE OF ALLEGIANCE

### 1. ORDER OF BUSINESS: CONSIDERATION FOR APPROVAL

### 2. CONSENT AGENDA

#### A. Approval of Meeting Minutes dated November 7, 2023 (Enc.)

Presented by: President Decker

*Consideration to approve*

#### B. Approval of Accounts Payable, Commerce Bank and Checkbook (Enc.)

Presented by: President Decker

*Consideration to approve*

### 3. ADMINISTRATION / FINANCE

#### A. Board of Adjustment Appointment - Troy Bosch (Enc.)

Presented by: Administrator Dassinger

*Consideration to approve*

#### B. 2024 Tobacco License Renewals (Enc.)

Presented by: Administrator Dassinger

*Consideration to approve*

#### C. 2024 Liquor License Renewals (Enc.)

Presented by: Administrator Dassinger

*Consideration to approve*

**D. Legacy Square Concession License Discussion (Enc.)**

Presented by: Administrator Dassinger

*Consideration to approve changes*

**E. Monthly Financial Report (Enc.)**

Presented by: Deputy City Administrator Carlson

*Consideration to approve*

**F. Abatement Hearing - 1015-0100-0200 for 2021 and 2022**

Presented by: Assessor Hirschfeld

*Consideration to approve*

**G. Abatement Hearing - 1188-0300-0100 for 2021 and 2022**

Presented by: Assessor Hirschfeld

*Consideration to approve*

**H. HR Monthly Report (Enc.)**

Presented by: HR Director Nameniuk

**4. PUBLIC WORKS**

**A. Ryan Kilwein Agreement (Enc.)**

Presented by: Utility Manager Zastoupil

*Consideration to approve*

**B. Fee Schedule Amendment (Enc.)**

Presented by: Utility Manager Zastoupil

*Consideration to approve*

**C. Brightly Software Agreement (Enc.)**



Presented by: Environmental Compliance Specialist Upchurch

*Consideration to approve*

**D. Request to Opt out of MDL Cases (Enc.)**

Presented by: Environmental Compliance Specialist Upchurch

*Consideration to approve*

**E. Public Works Monthly Reports (Enc.)**

Presented by: PW Director Zuroff

**5. PUBLIC SAFETY - FIRE**

**6. PUBLIC SAFETY - POLICE**

**A. Monthly Police Report (Enc.)**

Presented by: Police Chief Cianni

**7. COMMUNITY DEVELOPMENT**

**A. Rezone - TCB Subdivision (Enc.)**

Presented by: City Planner Galibert

*Consideration to approve second reading and final passage of Ordinance*

*No. 1787*

**B. East Broadway Dam - Barr Proposal Consideration for Final Plan Design (Enc.)**

Presented by: Engineer Marshik

*Consideration to approve*

**C. 2024 Road Maintenance SID District #202401-1 (Enc.)**

Presented by: Engineer Marshik

*Consideration to approve*

**D. 2024 Road Maintenance SID District 202401-2 (Enc.)**

Presented by: Engineer Marshik

*Consideration to approve*

**E. Transportation Master Plan and Comprehensive Plan Update (Enc.)**

Presented by: Engineering and Community Development Director Skluzacek

**F. 2024 Watermain and Lead Service Line Replacement Project Pavement and Concrete Cost Breakdown Report (Enc.)**

Presented by: Engineering and Community Development Director Skluzacek

**G. Engineering and Community Development Monthly Report (Enc.)**

Presented by: Engineering and Community Development Director Skluzacek

**8. PUBLIC HEARING AND PUBLIC COMMENTS NOT ON AGENDA – 5:00 PM**

**A. Public Hearing - Readiness Center Rezone**

Presented by: City Planner Galibert

*Consideration to approve*

**B. Public Hearing - Readiness Center FLUM**

Presented by: City Planner Galibert

*Consideration to approve*

**C. Public Comments not on Agenda**

Presented by: President Decker

**9. COMMISSION**

**A. Executive Session - Executive Session pursuant to NDCC 44-04-19.1 (9) and 44-04-19.2**

**1. City Administrator Contract - Discussion**

Presented by: President Decker

## 10. ADJOURNMENT

**Link for viewing Commission Meeting:**

**This link will not be live until approximately 4:20 p.m. on December 6, 2022.**

**<https://dickinsongov.com/2022/12/06/city-commission-meeting-information-december-6-2022/> Stream**

**Link: <https://tinyurl.com/CCM-12-06-2022-Stream>**

**Teams Meeting: <https://tinyurl.com/CCM-12-06-2022-Teams>**

**Meeting ID: 214 379 913 851 | Meeting Passcode: uvwdH9**

**Teams Phone #: +1 701-506-0320 | Local Phone #: 701-456-7006**

**Phone Conference ID: 755 089 556#**

**Persons who desire to be heard under Section 8 "Public Comments not on Agenda" may call in at (701) 456-7006 at 5:00 p.m.**

***Persons desiring to attend the meeting who require special accommodations are asked to contact the City Administrator by the Friday preceding the meeting.***

Memo

To: City Commissioners  
From: City Staff  
Date: 11/16/2023  
Re: Order of Business for November 21, 2023 Commission Meeting

---

1. **Order of Business**
2. **Consent Agenda**
  - A. **Approval of meeting minutes dated November 7, 2023 (Enc.)**
  - B. **Approval of Accounts Payable, Commerce Bank and Checkbook (Enc.)**
3. **Non-Timetable Agenda**
4. **Administration/Finance**
  - A. **Board of Adjustment Appointment (Enc.)**
  - B. **2024 Tobacco License Renewals (Enc.)**
  - C. **2024 Liquor License Renewals (Enc.)**
  - D. **Monthly Financial Report (Enc.)**
  - E. **Abatement Hearing for 1015-0100-0200 for 2021 and 2022 (Enc.)**
  - F. **Abatement Hearing for 1188-0300-0100 for 2021 and 2022 (Enc.)**
  - G. **HR Monthly Report (Enc.)**

5. **Public Works**

**A. Ryan Kilwein Agreement (Enc.)**

This agreement will allow Ryan Kilwein to connect to the Cities water distribution system. Kilwein is outside city limits and has asked the city to connect to their system. Southwest Water does not have the capacity to serve and agrees to the connection without fees or assessments.

Consideration to approve Kilwein water contract

**B. Fee Schedule Amendment (Enc.)**

Recommend Fee Schedule for Kilwein to equal the city meter base rate plus 10%. This is consistent with what we have done with sewer connections outside city limits.

Recommendation to approve fee schedule resolution

**C. Brightly Software Agreement (Enc.)**

This agreement is for the purchase of a computer maintenance management system for asset management in the public works department. This will be an upgrade to our current system and will integrate GIS with our service requests and work orders. This is an approved budget item in 2024.

Recommendation to approve Brightly Software Agreement

**D. Request to Opt out of MDL Cases (Enc.)**

The Public Works Utilities Department was notified of the class action settlements via certified USPS mail. Details of the settlements can be found at [www.PFASWaterSettlement.com](http://www.PFASWaterSettlement.com). Summaries of each settlement and a fact sheet about PFAS compounds are included with your packet. It is the recommendation of Public Works staff in concurrence with city attorney to opt out of both the 3M and DuPont settlements resolving claims for PFAS contamination in public water systems' drinking water.

Recommendation to approve opting out of multidistrict litigation (MDL) cases

- E. Public Works Monthly Report (Enc.)
- 6. Public Safety
  - A. Fire Department
    - A. Reports:
      - 1. None
  - B. Police Department
    - A. Reports:
      - 1. Monthly Report (Enc.)
- 7. Community Development
  - A. Rezone – TCB Subdivision (Enc.)
  - B. East Broadway Dam – Barr proposal Consideration for Final Plan Design (Enc.)
  - C. 2024 Road Maintenance SID District #202401-01 (Enc.)
  - D. 2024 Road Maintenance SID District #202401-02 (Enc.)
  - E. 2024 Watermain and Lead Service Line Replacement Project SID creation (Enc.)
  - F. 2024 Watermain and Lead Service Line Replacement Project Pavement and Concrete Cost Breakdown Report (Enc.)
  - G. Transportation and Master Plan and Comprehensive Plan Update (Enc.)
  - H. Monthly Report (Enc.)
- 8. Public Hearing and Public Comments not on Agenda
  - A. Swearing in of Youth Commission
  - B. Swearing in of Police Officers
  - C. Public Hearing – Rezone – TCB Subdivision (Enc.)
  - D. Public Comments not on Agenda
- 9. Commission

REGULAR MEETING

DICKINSON CITY COMMISSION

November 7, 2023

**I. CALL TO ORDER**

President Scott Decker called the meeting to order at 4:30 PM

**II. ROLL CALL**

Present were: President Scott Decker, Commissioners Jason Fridrich, Suzi Sobolik and Robert Baer

Telephone: None

Absent: Vice President John Odermann

**1. PLEDGE OF ALLEGIANCE**

**2. ORDER OF BUSINESS**

MOTION BY: Suzi Sobolik SECONDED BY: Robert Baer  
To approve the November 7, 2023, Order of Business as presented.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1  
Motion declared duly passed

**3. CONSENT AGENDA**

MOTION BY: Jason Fridrich SECONDED BY: Suzi Sobolik

**A. Approval of Meeting Minutes dated October 17, 2023.**

**B. Approval of Accounts Payable, Commerce Bank and Checkbook**

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1  
Motion declared duly passed

**4. ADMINISTRATION/FINANCE**

**A. Class A Liquor License – Final Final**

City Administrator Dustin Dassinger presents a Class A liquor license for Final Final. City Staff have reviewed the application and there are two members that are under the age of 21. Administrator Dassinger states there is nothing in the code that would restrict a minor from having liquor license.

MOTION BY: Suzi Sobolik SECONDED BY: Jason Fridrich  
To approve the Class A Liquor License for Final Final.

DISPOSITION: Roll call vote...Aye 3, Nay 1 (Baer), Absent 1  
Motion declared duly passed

**B. Tobacco License – Final Final**

City Administrator Dustin Dassinger presents a Tobacco license for Final Final. Staff recommends approval.

MOTION BY: Suzi Sobolik SECONDED BY: Jason Fridrich  
To approve the Class A Liquor License for Final Final.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1  
Motion declared duly passed

**C. Gaming Site Authorization**

City Administrator Dustin Dassinger presents a Gaming Site Authorization for Final Final. Dickinson Youth Activities have applied to have the gaming license at this establishment at 640 12t Street West. Staff recommends approval.

Commissioner Robert Baer does have some concerns with two owners being under the age of 21. He is questioning whether they can be part owners of a gaming site. He states this is a trust issue and Commissioner Baer has an issue with that. He feels the City is opening up a can of worms for underage to own a business when they are not of legal age to sell. He states the next thing is someone whom is under 18 will want to open a vape shop. He feels this is a morel issue.

City Attorney Christina Wenko states there are no restrictions. Obviously because these individuals are under the age of 21, they will be prohibited and need to adhere to the law. She is hoping this is not an issue and hope the owners adhere to the laws.

President Scott Decker states they know whom cannot be on the premises. This is just an interest in the business and they are giving the business funds. If they risk their name for the business, otherwise there will be prosecution.

City Attorney Christina Wenko states if the City is made aware of a potential violation that could be a reason for suspension of the license. The City does have the ability to monitor the premises.

Attorney Jordan Selinger has been working with the City and had discussion about the owners being under 21. He states one of the owners has 1% of 10% and the other one has a little bit of an ownership. This will not be a problem.

MOTION BY: Suzi Sobolik SECONDED BY: Jason Fridrich  
To approve the Gaming Site Authorization for Final Final.

DISPOSITION:        Roll call vote...Aye 4, Nay 0, Absent 1  
Motion declared duly passed

**D. Marketing and Events Coordinator Job Description**

HR Director Shelly Nameniuk presents a Marking and Events Coordinator Job Description. She states this is a new position for 2024 and was approved in the 2024 budget. She states this position is full time and reviews the duties and requirements for the job. This title will be a Grade 14 and non-exempt.

MOTION BY: Robert Baer SECONDED BY: Suzi Sobolik  
To approve the Marketing and Events Coordinator Job Description

DISPOSITION:        Roll call vote...Aye 4, Nay 0, Absent 1  
Motion declared duly passed

**5. PUBLIC WORKS**

**A. Barr Engineering Agreement**

Interim Deputy Public Works Director Aaron Praus presents a Barr Engineering Agreement which is part of the permit to operate the landfill and observe the burn at the landfill. This requirement is to fulfill the obligation of having a landfill permit. The cost of this is \$4,500 dollars and will be a one-day observation. Interim Deputy Public Works Director Praus states this is a series of 3 watches of 15 minutes each and 1 ½ hours in between the burns to observe the burn.

MOTION BY: Jason Fridrich SECONDED BY: Robert Baer  
To approve the Barr Engineering Agreement.

DISPOSITION:        Roll call vote...Aye 4, Nay 0, Absent 1  
Motion declared duly passed

**6. PUBLIC SAFETY**

**A. Fire Department**

**Reports:**

**1. Monthly Report**

Fire Chief Jeremy Presnell presents the September Monthly Report which had 164 calls for service which is slightly higher at 28% increase. A 120 EMS calls and states Station 1 has the majority of calls. Response times show Station #1 to be good and Station #2 a little less as they were responding to Station #1 area calls as Station #1 was busy. He states firefighter training is right on track and will meet the 100% needed for the year.

**B. Police Department**

**Reports:**

**1. None**

**7. COMMUNITY DEVELOPMENT SERVICES**

**A. Highlands Engineering Task Order – North Industries Street and Storm Water Improvements.**

Engineering and Community Development Director Skluzacek presents a Highlands Engineering Task order for North Industries Street and Storm Water Improvements. Director Skluzacek states the roads are in poor condition with the water and sewer going in and the bid package for 2024. This project is a capital improvement plan for 2023 and the city is looking to have a special improvement district. He states the proposed project to the property owners will be far less cost to them then in 2023.

MOTION BY: Jason Fridrich

SECONDED BY: Suzi Sobolik

To approve Highlands Engineering Task Order for North Industries Street and Storm Water Improvements.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1  
Motion declared duly passed

**B. KLJ Task Order – Grant Writing Services**

Engineering and Community Development Director Skluzacek presents a Task Order from KLJ for grant writing services. He states this task order would not exceed \$78,150. There were no successful grants in 2023. The contract is not associated with any grant award.

MOTION BY: Suzi Sobolik

SECONDED BY: Robert Baer

To approve the KLJ Task Order for Grant Writing not to exceed \$78,150.

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1  
Motion declared duly passed

**C. Apex Engineering Task Order Amendment – 2024 Watermain and Lead Service Line Replacement**

Engineering and Community Development Director Skluzacek presents the 2024 watermain and lead service line replacement task order from Apex Engineering. He states Apex was previously awarded the project and upon a site review they looked at curb, sidewalk and gutter along with driveways. He states some of the concrete was broken and would not hold water. The marked concrete needed to be replaced and looked at the cost. This would be more a special use permit with road maintenance project for 2024.

Commissioner Jason Fridrich states if the City does a mill and overlay in 2023 and then in two years does a concrete replacement the residents will have specials again. Commissioner Fridrich does not agree with putting in this special improvement district. He states a special improvement district has been coordinated with the cost of the road maintenance and not water and sewer improvements. He states if the city is going to mill and overlay maybe the concrete should be completed at the same time. He states in order to put the pipes in the ground the concrete needs to be removed and then when the watermain comes in the concrete needs to be torn out. He is concerned that the residents





President Scott Decker opens the public hearing at 5:13 p.m. Hearing no public comments, the public hearing was closed at 5:14 p.m. and the following motion was made.

MOTION BY: Robert Baer  
To approve first reading of Ordinance No. 1787.

SECONDED BY: Suzi Sobolik

**ORDINANCE NO. 1787**

**AN ORDINANCE AMENDING THE DISTRICT ZONING MAP FOR REZONING AND RECLASSIFYING DESIGNATED LOTS, BLOCKS OR TRACTS OF LAND WITHIN THE ZONING JURISDICTION OF THE CITY OF DICKINSON, NORTH DAKOTA.**

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1  
Motion declared duly passed

**E. Public Comments not on Agenda**

Darren Lee Hanson states he has read in the Dickinson Press about bringing recycling to commercial buildings and apartments. Mr. Hanson is wondering when this will be taking place.

President Scott Decker states the City is concerned about contamination in apartment buildings garbage and recycling. He states the biggest concern is the blue bins are containing garbage and then they are contaminated. He feels apartments will be a challenge.

**9. COMMISSION**

President Scott Decker states he has received all of Administrator Dassinger's evaluations and will be asking to have an executive session at the next commission meeting to discuss the parameters in the contract that need to be adjusted.

**ADJOURNMENT**

MOTION BY: Suzi Sobolik  
Adjournment of the meeting was at 5:45 P.M.

SECONDED BY: Robert Baer

DISPOSITION: Roll call vote... Aye 4, Nay 0, Absent 1  
Motion declared duly passed.

OFFICIAL MINUTES PREPARED BY:

\_\_\_\_\_  
Rita Binstock, Assistant to City Administrator

APPROVED BY:

\_\_\_\_\_  
Dustin Dassinger, City Administrator

\_\_\_\_\_  
Scott Decker, President  
Board of City Commissioners

Date: \_\_\_\_\_ November 21, 2023



COMMERCE BANK - COMMERCIAL CARDS  
 PO BOX 414084  
 KANSAS CITY MO 64141-4084

COMMERCE BANK - COMMERCIAL CARDS  
 PO BOX 846451  
 KANSAS CITY MO 64184-6451

CITY OF DICKINSON \*\*00000000  
 LINDA CARLSON  
 38 1ST ST W  
 DICKINSON ND 58601-510638

Account ID  
 Account Number  
 Payment Due Date NOV 20, 2023  
 Amount Due \$68,962.08  
 Current Balance \$68,962.08

Amount Enclosed \$

To ensure your payment is posted promptly,  
 please submit all payments to:  
 PO BOX 846451  
 KANSAS CITY, MO 64184-6451

800000188386IIII 006896208006896208

Please detach and return with your payment

**ACCOUNT MESSAGES**

*Visa Purchasing*

AS A REMINDER, YOUR NEXT AUTOPAY WILL BE PROCESSED ON YOUR PAYMENT DUE DATE.  
 IF YOU HAVE ANY QUESTIONS, PLEASE GIVE US A CALL AT 1-800-892-7104.

**CORPORATE ACCOUNT ACTIVITY**

CITY OF DICKINSON		TOTAL CORPORATE ACTIVITY	
			\$22,634.06
Post Date	Tran Date	Reference Number	Transaction Description
11-01	11-01		AUTO PAYMENT - THANK YOU!
			Amount
			\$22,634.06CR

**FINANCE CHARGE SUMMARY**

	Average Daily Balance	Daily Periodic Rate	Corresponding Annual Percentage Rate	Periodic Finance Charge
PURCHASES	\$0.00	0.0000%	00.00%	\$0.00
CASH ADVANCES	\$0.00	0.0370%	13.40%	\$0.00

<b>For Customer Service Call:</b> 1-800-892-7104 <b>Outside the U.S., Call:</b> 1-402-691-7800	<b>Account ID</b>		<b>Account Summary</b>	
	<b>Account Number</b>		Previous Balance	\$22,634.06
			Purchases & Other Charges	\$71,550.89
	Statement Date	Payment Due Date	Cash Advances	\$0.00
<b>Send Billing Inquiries To:</b> COMMERCE BANK PO BOX 414084 KANSAS CITY MO 64141	NOV 13, 2023	NOV 20, 2023	Cash Advance Fees	\$0.00
	Credit Limit	Available Credit	Late Charges	\$0.00
	\$120,000.00	\$51,037.92	Finance Charges	\$0.00
	Amount Due	Disputed Amount	Credits	\$2,588.81
	\$68,962.08	\$0.00	Payments	\$22,634.06
		New Balance	\$68,962.08	

Statement Date	NOV 13, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	NOV 20, 2023
Cash Advance Balance	\$0.00	Amount Due	\$68,962.08
Available Credit	\$51,037.92	New Balance	\$68,962.08
<b>CITY OF DICKINSON</b> Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
DARNYL MALKOWSKI		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$172.99	\$0.00	\$0.00	\$172.99
Post Date	Tran Date	Reference Number	Transaction Description		Amount
10-31	10-30	24226383304091005870910	WAL-MART #1567 DICKINSON ND		172.99

CARDHOLDER ACTIVITY					
LEONARD SCHWINDT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$1,162.89	\$0.00	\$0.00	\$1,162.89
Post Date	Tran Date	Reference Number	Transaction Description		Amount
10-30	10-25	24639233302900013800059	TEST EQUIPMENT DEPOT 339-2934087 MA		662.93
11-08	11-02	24639233311900015400048	TEST EQUIPMENT DEPOT 339-2934087 MA		499.96

CARDHOLDER ACTIVITY					
FIRE DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$556.94	\$0.00	\$0.00	\$556.94
Post Date	Tran Date	Reference Number	Transaction Description		Amount
10-26	10-24	24455013298141002328793	WAL-MART #1567 DICKINSON ND		58.94
11-02	10-31	24269793305500659702820	COLUMBIA SOUTHERN UNIV 251-981-3771 AL		350.00
11-07	11-06	24717053311643110342585	THE DICKINSON PRESS 701-2258111 ND		148.00

CARDHOLDER ACTIVITY					
GARY ZUROFF		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$1,390.64	\$0.00	\$0.00	\$1,390.64
Post Date	Tran Date	Reference Number	Transaction Description		Amount
10-30	10-27	24431063300083728499260	AMAZON.COM*ZG6XK4OK3 SEATTLE WA		399.75
11-01	10-31	24692163304103428993475	SQ *FOOD RIOT DICKINSON ND		779.00
11-01	10-31	24226383305360575094642	WAL-MART #1567 DICKINSON ND		196.54
11-13	11-11	24692163315102215102446	AMZN Mktp US*X83CR17O3 Amzn.com/billWA		15.35

Statement Date	NOV 13, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	NOV 20, 2023
Cash Advance Balance	\$0.00	Amount Due	\$68,962.08
Available Credit	\$51,037.92	New Balance	\$68,962.08
<b>CITY OF DICKINSON</b> Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
FIRE DEPARTMENT 2		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$128.56	\$0.00	\$9.77	\$118.79
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
11-01	10-31	24492163304000026536825	RHYNO.COM HTTPSRHYNO.COPA	128.56	
11-06	11-03	74270743307900016600540	WPSG, INC. 610-8578070 PA	9.77CR	

CARDHOLDER ACTIVITY					
RITA BINSTOCK		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$399.53	\$0.00	\$0.00	\$399.53
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
10-30	10-27	24198803302343526209729	PAYPAL *GOSMA GOSMA 4029357733 CA	150.00	
11-06	11-03	24906413307186351241036	ACCO Brands Direct 800-5655396 IL	182.12	
11-09	11-07	24445003313000872810105	FAMILY FARE 3122 DICKINSON ND	35.41	
11-09	11-08	24692163312100123046674	NDRIN *ND RECRDS COPY 701-364-1280 ND	2.00	
11-13	11-10	24692163314101728688132	NDRIN *ND RECRDS COPY 701-364-1280 ND	30.00	

CARDHOLDER ACTIVITY					
FINANCE DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$315.45	\$0.00	\$0.00	\$315.45
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
11-03	11-02	24492153307207733706793	PAYFLOW/PAYPAL PAYFLOW-SUPPONE	315.45	

CARDHOLDER ACTIVITY					
JADE PRAUS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$1,572.07	\$0.00	\$0.00	\$1,572.07
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
10-30	10-27	24692163300100343076661	AMZN Mktp US*D67KE7XP3 Amzn.com/billWA	52.52	
10-30	10-27	24692163300100344924455	AMZN Mktp US*UV4JZ36R3 Amzn.com/billWA	50.21	
10-31	10-30	24692163303102769116838	AMZN Mktp US*7970R4YH3 Amzn.com/billWA	51.33	
11-06	11-02	24789303307644501611982	OTC BRANDS INC 800-2280475 NE	270.34	
11-07	11-06	24226383311360606200418	WAL-MART #1567 DICKINSON ND	125.29	

Statement Date	NOV 13, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	NOV 20, 2023
Cash Advance Balance	\$0.00	Amount Due	\$68,962.08
Available Credit	\$51,037.92	New Balance	\$68,962.08
<b>CITY OF DICKINSON</b>  Account ID  8000-0018-8386			

CARDHOLDER ACTIVITY					
JADE PRAUS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$1,572.07	\$0.00	\$0.00	\$1,572.07
Post Date	Tran Date	Reference Number	Transaction Description		Amount
11-08	11-06	24789303311661502459470	OTC BRANDS INC 800-2280475 NE		149.99
11-09	11-07	24789303312665700067414	OTC BRANDS INC 800-2280475 NE		20.99
11-09	11-07	24789303312665700548447	FUN EXPRESS 800-2280122 NE		840.41
11-13	11-12	24692163316103432860872	APPLE.COM/BILL 866-712-7753 CA		10.99

CARDHOLDER ACTIVITY					
GRANT CARLSON		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$1,626.67	\$0.00	\$0.00	\$1,626.67
Post Date	Tran Date	Reference Number	Transaction Description		Amount
10-30	10-28	24692163301100725107075	Amazon.com*JY7XJ94S3 Amzn.com/billWA		270.14
10-31	10-30	24692163303102772379175	AMZN Mktp US*JV9TB2YE3 Amzn.com/billWA		59.99
10-31	10-30	24692163303102775104521	AMZN Mktp US*UE0VJ97T3 Amzn.com/billWA		772.66
11-03	11-02	24692163306104927583815	Amazon.com*313JD1PI3 Amzn.com/billWA		179.22
11-03	11-02	24692163306105087385149	AMZN Mktp US*J76FP5LC3 Amzn.com/billWA		24.49
11-07	11-06	24055223310206609600499	BLUE360 MEDIA LLC 435-604-6970 UT		82.95
11-10	11-09	24692163313100575575799	Amazon.com*I34HL8763 Amzn.com/billWA		219.23
11-13	11-10	24692163314101332462791	AMZN Mktp US*TA2GZ8DE3 Amzn.com/billWA		17.99

CARDHOLDER ACTIVITY					
JOSEPH CIANNI		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$72.72	\$0.00	\$0.00	\$72.72
Post Date	Tran Date	Reference Number	Transaction Description		Amount
11-08	11-08	24692163312109478310569	AMZN Mktp US*2L4EX1C93 Amzn.com/billWA		57.84
11-10	11-09	24445003314400181807090	SAMS CLUB #4933 BISMARCK ND		14.88

Statement Date	NOV 13, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	NOV 20, 2023
Cash Advance Balance	\$0.00	Amount Due	\$68,962.08
Available Credit	\$51,037.92	New Balance	\$68,962.08
<b>CITY OF DICKINSON</b> Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
<b>LINDA CARLSON</b>		<b>PURCHASES</b>	<b>CASH ADVANCES</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
		\$86.62	\$0.00	\$45.71	\$40.91
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>	<b>Amount</b>	
10-26	10-25	24138293299084009076365	LANDS END BUS OUTFITTERS 800-332-4700 WI	40.91	
11-02	11-02	24138293306084017205007	LANDS END BUS OUTFITTERS 800-332-4700 WI	45.71	
11-10	11-09	74138293314084000606893	LANDS END BUS OUTFITTERS DODGEVILLE WI	45.71CR	

CARDHOLDER ACTIVITY					
<b>MICHAEL HANEL</b>		<b>PURCHASES</b>	<b>CASH ADVANCES</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
		\$12.00	\$0.00	\$0.00	\$12.00
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>	<b>Amount</b>	
11-06	11-04	24011343308000026928663	BUZZSPROUT* BUZZSPROUT WWW.BUZZSPROUFL	12.00	

CARDHOLDER ACTIVITY					
<b>TRAVIS HOLDING EAGLE</b>		<b>PURCHASES</b>	<b>CASH ADVANCES</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
		\$121.48	\$0.00	\$0.00	\$121.48
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>	<b>Amount</b>	
10-30	10-27	24431063301091522000159	NEWBYS ACE HDWE DICKINSON ND	121.48	

CARDHOLDER ACTIVITY					
<b>ANIMAL SHELTER</b>		<b>PURCHASES</b>	<b>CASH ADVANCES</b>	<b>CREDITS</b>	<b>TOTAL ACTIVITY</b>
		\$2,251.57	\$0.00	\$0.00	\$2,251.57
<b>Post Date</b>	<b>Tran Date</b>	<b>Reference Number</b>	<b>Transaction Description</b>	<b>Amount</b>	
10-27	10-25	2431605329954867746634	SHELL OIL12502810018 MANDAN ND	50.35	
10-30	10-28	24055223302972286555708	SIMONSON FARG FARGO ND	29.30	
10-30	10-28	24316053302548134057265	SHELL OIL10089583016 STEELE ND	31.09	
10-30	10-28	24316053302548964204789	SHELL OIL12502810018 MANDAN ND	48.90	
11-01	10-31	24270743304900010767095	STATE AVENUE VET CLINIC 701-4833181 ND	194.34	
11-07	11-06	24226383311091004267325	WAL-MART #1567 DICKINSON ND	94.60	
11-08	11-07	24270743311900011368050	STATE AVENUE VET CLINIC 701-4833181 ND	79.56	
11-09	11-07	24137463312100442048804	MENARDS DICKINSON ND DICKINSON ND	534.16	

Statement Date	NOV 13, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	NOV 20, 2023
Cash Advance Balance	\$0.00	Amount Due	\$68,962.08
Available Credit	\$51,037.92	New Balance	\$68,962.08
<b>CITY OF DICKINSON</b> Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
ANIMAL SHELTER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$2,251.57	\$0.00	\$0.00	\$2,251.57
Post Date	Tran Date	Reference Number	Transaction Description		Amount
11-10	11-09	24164073313685332890135	CENEX MAX FARM09885773 MAX ND		40.27
11-13	11-09	24005953314900018700093	FLECKS FURNITURE & APPLIADICKINSON ND		1,149.00

CARDHOLDER ACTIVITY					
MUSEUM		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$588.78	\$0.00	\$0.00	\$588.78
Post Date	Tran Date	Reference Number	Transaction Description		Amount
10-30	10-25	24639233302900014900023	SILVER STREAK INDUSTRIES 480-5747528 AZ		430.92
10-31	10-30	24011343303000031658706	SP COLOR MINTED LLC HTTPSCOLORMINCO		146.25
11-03	11-02	24000773306000002215955	SHIPPO.COM HTTPSGOSHIPPOCA		4.81
11-03	11-02	24000773306000002232588	SHIPPO.COM HTTPSGOSHIPPOCA		6.80

CARDHOLDER ACTIVITY					
ROBERT FUHRMAN		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$123.59	\$0.00	\$0.00	\$123.59
Post Date	Tran Date	Reference Number	Transaction Description		Amount
11-02	11-01	24692163305104280208142	AMZN Mktp US*8U0104D83 Amzn.com/billWA		46.65
11-07	11-06	24231683310747001598569	CONSOLIDATED TELCOM 701-483-4000 ND		5.98
11-08	11-07	24692163311108910682677	AMZN Mktp US*NS7SV1XF3 Amzn.com/billWA		50.98
11-10	11-09	24717053314643140308629	THE DICKINSON PRESS 701-2258111 ND		9.99
11-13	11-10	24137463316001331148430	TRACTOR SUPPLY CO #1824 DICKINSON ND		9.99

CARDHOLDER ACTIVITY					
PURCHASING DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$3,932.20	\$0.00	\$0.00	\$3,932.20
Post Date	Tran Date	Reference Number	Transaction Description		Amount
10-27	10-26	24692163299102379596086	AMZN Mktp US*408830N33 Amzn.com/billWA		102.66
10-27	10-26	24431063299083310942464	AMAZON.COM*RC21G12W3 SEATTLE WA		67.48
10-27	10-26	24431063299083320669487	AMAZON.COM*S53RX9803 SEATTLE WA		629.95



Statement Date	NOV 13, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	NOV 20, 2023
Cash Advance Balance	\$0.00	Amount Due	\$68,962.08
Available Credit	\$51,037.92	New Balance	\$68,962.08
<b>CITY OF DICKINSON</b>  Account ID  8000-0018-8386			

CARDHOLDER ACTIVITY					
PURCHASING DEPARTMENT					
		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$3,932.20	\$0.00	\$0.00	\$3,932.20
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
10-30	10-27	24108383300083711825889	SHOPLET.COM 800-757-3015 FL	93.40	
10-30	10-27	24692163300100354468302	AMZN Mktp US*0P0A56533 Amzn.com/billWA	54.88	
10-30	10-28	24692163301100597776403	Amazon.com*YO4EK8U03 Amzn.com/billWA	109.00	
10-30	10-28	24431063301083338958654	AMAZON.COM*C368E7LE3 SEATTLE WA	15.68	
10-30	10-28	24692163301100991505796	AMZN Mktp US*7H7HZ5O33 Amzn.com/billWA	147.81	
10-30	10-28	24692163301101144206910	Amazon.com*5D5JP1BR3 Amzn.com/billWA	412.55	
10-30	10-29	24692163302101877801381	AMZN Mktp US*Q80RC3MH3 Amzn.com/billWA	36.94	
10-31	10-30	24431063303083741120395	AMAZON.COM*JW4KV6BU3 SEATTLE WA	50.59	
10-31	10-30	24431063303083345756297	AMAZON.COM*HG7D74R23 SEATTLE WA	254.26	
11-06	10-30	24445003307100361565281	WALMART.COM 8009666546 BENTONVILLE AR	66.20	
11-03	11-02	24431063306083345978468	AMAZON.COM*E445Y18W3 SEATTLE WA	40.79	
11-06	11-02	24445003307100361565109	WALMART.COM 8009666546 800-966-6546 AR	14.13	
11-06	11-03	24692163307105705290209	AMZN Mktp US*L562W7OH3 Amzn.com/billWA	135.00	
11-06	11-03	24692163307105958953115	AMZN Mktp US*7K5387853 Amzn.com/billWA	28.99	
11-06	11-03	24108383307083752191079	SHOPLET.COM 800-757-3015 FL	51.20	
11-06	11-04	24692163308106379926374	AMZN Mktp US*SA6473HK3 Amzn.com/billWA	91.30	
11-06	11-04	24692163308106443232668	AMZN Mktp US*NJ74B63K3 Amzn.com/billWA	1,319.25	
11-07	11-06	24055233310083193413640	WALMART.COM 800-966-6546 AR	88.13	
11-07	11-06	24692163310108557181638	AMZN Mktp US*BQ6OW27F3 Amzn.com/billWA	11.59	
11-08	11-07	24692163311109005071206	AMZN Mktp US*Y92WR95G3 Amzn.com/billWA	63.85	
11-09	11-08	24692163312100167405836	Amazon.com*9Z9ZT3483 Amzn.com/billWA	46.57	

CARDHOLDER ACTIVITY					
LORETTA MARSHIK					
		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$180.00	\$0.00	\$0.00	\$180.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
11-06	11-02	24801973308690123132363	ASFPM 608-828-3000 WI	180.00	

CARDHOLDER ACTIVITY					
STREET DEPARTMENT					
		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$543.49	\$0.00	\$0.00	\$543.49
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
10-26	10-25	24801973299839000260018	PETRO GAS FARGO ND	65.49	
10-27	10-26	24692163299102264898753	FAIRFIELD INN & SUITES SIOUX FALLS SD	239.00	

Statement Date	NOV 13, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	NOV 20, 2023
Cash Advance Balance	\$0.00	Amount Due	\$68,962.08
Available Credit	\$51,037.92	New Balance	\$68,962.08
<b>CITY OF DICKINSON</b> Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
STREET DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$543.49	\$0.00	\$0.00	\$543.49
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
		CHECK IN DATE:10-26-23 CONFIRMATION #:299019	NUMBER OF NIGHTS:01		
10-27	10-26	24692163299102264898761	FAIRFIELD INN & SUITES SIOUX FALLS SD	239.00	
		CHECK IN DATE:10-26-23 CONFIRMATION #:299020	NUMBER OF NIGHTS:01		

CARDHOLDER ACTIVITY					
DAVID WILKIE		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$22.80	\$0.00	\$0.00	\$22.80
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
11-08	11-06	24137463312001416712716	USPS KIOSK 3724009550 DICKINSON ND	22.80	

CARDHOLDER ACTIVITY					
TRAVIS LEINTZ		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$1,929.07	\$0.00	\$0.00	\$1,929.07
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
11-01	10-31	24692163304103390989048	APPLE.COM/BILL 866-712-7753 CA	42.59	
11-02	10-31	24226383305360573592787	WAL-MART #1567 DICKINSON ND	23.98	
11-07	11-06	24692163310108458835993	IN *TROPHY HOUSE 218-8469442 MN	1,862.50	

CARDHOLDER ACTIVITY					
YOUTH COMMISSION		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$0.00	\$0.00	\$5.20	\$5.20CR
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
11-08	11-07	74037243311900016500079	QUALITY QUICK PRINT DICKINSON ND	5.20CR	

Statement Date	NOV 13, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	NOV 20, 2023
Cash Advance Balance	\$0.00	Amount Due	\$68,962.08
Available Credit	\$51,037.92	New Balance	\$68,962.08
<b>CITY OF DICKINSON</b> Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
POLICE DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$442.73	\$0.00	\$0.00	\$442.73
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
10-30	10-27	24692163300100304233319	AMZN Mktp US*RT7955FF3 Amzn.com/billWA	101.06	
10-30	10-29	24435653302762585728315	GALLS 859-266-7227 KY	75.94	
11-07	11-06	24829133310300775001297	THE EMBLEM AUTHORITY 800-438-4285 NC	195.00	
11-13	11-11	24435653315762756009227	GALLS 859-266-7227 KY	70.73	

CARDHOLDER ACTIVITY					
RACHEL SHUMAKER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$551.86	\$0.00	\$0.00	\$551.86
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
10-30	10-27	24011343300000047661986	SP DAWNERZ HTTPSDAWNERZ.GA	299.99	
11-08	11-07	24247603311300721896134	WEST DAKOTA VETERINARY DICKINSON ND	251.87	

CARDHOLDER ACTIVITY					
DENVER FOWLER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$419.98	\$0.00	\$0.00	\$419.98
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
11-07	11-06	24492163310000046518391	SP EPAX 3D HTTPSEPAX3D.MNC	419.98	

CARDHOLDER ACTIVITY					
JOEL WALTERS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$41,437.94	\$0.00	\$2,522.26	\$38,915.68
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
10-30	10-28	74377993301342743529719	WONDERSHARE.COM HONG KONG	49.99	
10-30	10-30	74377993301342743529719	INTERNATIONAL SERVICE FEE	0.50	
10-31	10-30	24113433303200211602948	CHRISTMAS CENTRAL 716-706-0320 NY	41,326.25	
11-02	11-01	24692163305104183676825	SQ *THE BAKE SHOP gosq.com ND	40.00	
11-06	11-04	74377993308343780640529	WONDERSHARE.COM HONG KONG	20.99	
11-06	11-06	74377993308343780640529	INTERNATIONAL SERVICE FEE	0.21	

Statement Date	NOV 13, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	NOV 20, 2023
Cash Advance Balance	\$0.00	Amount Due	\$68,962.08
Available Credit	\$51,037.92	New Balance	\$68,962.08
<b>CITY OF DICKINSON</b> Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
JOEL WALTERS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$41,437.94	\$0.00	\$2,522.26	\$38,915.68
Post Date	Tran Date	Reference Number	Transaction Description		Amount
11-13	11-09	74113433313200267380780	CHRISTMAS CENTRAL CHEEKTOWAGA NY		2,522.26CR

CARDHOLDER ACTIVITY					
RACHEL WALDO		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$164.09	\$0.00	\$0.00	\$164.09
Post Date	Tran Date	Reference Number	Transaction Description		Amount
10-26	10-25	24226383299091000999885	WAL-MART #1567 DICKINSON ND		52.61
10-30	10-27	24943003301400299000010	PIZZA HUT 033427 DICKINSON ND		84.29
11-06	11-04	24226383309360595473491	WAL-MART #1567 DICKINSON ND		27.19

CARDHOLDER ACTIVITY					
AARON MEYER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$11,073.58	\$0.00	\$5.87	\$11,067.71
Post Date	Tran Date	Reference Number	Transaction Description		Amount
10-26	10-25	24116413298083351074169	NEWEGG MARKETPLACE 800-390-1119 CA		61.49
10-26	10-25	24116413298083727164413	NEWEGG INC. 800-390-1119 CA		341.96
10-26	10-25	74164073298105775958350	Staples Inc FRAMINGHAM MA		5.87CR
10-27	10-25	24228993299018012377457	ADVANTECH CORPORATION 510-850-6814 CA		5,828.24
10-27	10-26	24692163299102244113133	AMZN Mktp US*1832W1TT3 Amzn.com/billWA		414.68
10-27	10-26	24692163299102384373679	AMZN Mktp US*CJ34Q9343 Amzn.com/billWA		203.00
10-30	10-27	24164073300105039656346	Staples Inc staples.com MA		24.02
10-30	10-29	24164073302105052316990	Staples Inc staples.com MA		586.66
11-02	11-01	24116413305083718970746	NEWEGG INC. 800-390-1119 CA		79.99
11-03	11-02	24011343306000022540324	WASABI TECHNOLOGIES WWW.WASABI.COMA		232.08
11-06	11-04	24692163308106893362353	Amazon.com*CA1ZD5PD3 Amzn.com/billWA		146.98
11-06	11-05	24164073309105078367483	Staples Inc staples.com MA		298.84
11-08	11-07	24906413311186670733626	DNH*GODADDY.COM 480-5058855 AZ		76.55
11-08	11-07	24430993312400902165324	DNH*GODADDY.COM https://www.gAZ		745.98
11-09	11-08	24906413312186738209758	DNH*GODADDY.COM 480-5058855 AZ		479.97
11-10	11-08	24228993313018012692469	ADVANTECH CORPORATION 510-850-6814 CA		121.63
11-10	11-09	24692163313100519996820	AMZN Mktp US*ME8TU74W3 Amzn.com/billWA		68.99
11-10	11-09	24692163313100640201819	AMZN Mktp US*9161T1463 Amzn.com/billWA		1,362.52

Statement Date	NOV 13, 2023	Account Number	
Credit Limit	\$120,000	Payment Due Date	NOV 20, 2023
Cash Advance Balance	\$0.00	Amount Due	\$68,962.08
Available Credit	\$51,037.92	New Balance	\$68,962.08
<b>CITY OF DICKINSON</b> Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
JAYDA BORAH		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$270.65	\$0.00	\$0.00	\$270.65
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
10-27	10-26	24204293299000512449047	FACEBK 8QWDLUP762 650-5434800 CA	29.00	
10-27	10-26	24204293299000325086069	FACEBK F5KYTTP662 650-5434800 CA	1.11	
10-30	10-27	24445003301400206364585	WM SUPERCENTER #1567 DICKINSON ND	127.93	
11-03	11-01	24789303306640002361904	FUN EXPRESS 800-2280122 NE	36.71	
11-07	11-06	24445003311400183521593	WM SUPERCENTER #1567 DICKINSON ND	75.90	

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**

City of Dickinson  
 Payables Management

Section 2. Item B.

**Ranges:**  
 Vendor ID: First - Last  
 Class ID: First - Last  
 Payment Priority: First - Last  
 Vendor Name: First - Last

**FED TAX CLAS:** First - Last  
**Posting Date:** First - Last  
**Document Number:** First - Last

**Print Option:** DETAIL  
**Age By:** Document Date  
**Aging Date:** 11/15/2023

**Exclude:** Credit Balance, Zero Balance, No Activity, Unposted Applied Credit Documents, Multicurrency Info  
**Sorted By:** Vendor Name  
 Due Date

\* - Indicates an unposted credit document that has been applied.

<b>Vendor ID:</b> 5801		<b>Name:</b> AERZEN USA CORPORATION					<b>Class ID:</b>		<b>FED TAX CLAS:</b> C CORP		
<b>Voucher/</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
<b>Payment No.</b>	SEPI-23-004441	INV	10/5/2023	10/5/2023	\$5,380.00	CIRCUIT BOARD WORK DONE			\$5,380.00		
							<b>Due</b>				
<b>Voucher(s):</b>	1	<b>Aged Totals:</b>					\$5,380.00	\$0.00	\$5,380.00	\$0.00	\$0.00

<b>Vendor ID:</b> 2063		<b>Name:</b> APCO INSTITUTE					<b>Class ID:</b>		<b>FED TAX CLAS:</b>		
<b>Voucher/</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
<b>Payment No.</b>	1051925	INV	11/7/2023	11/7/2023	\$121.00	ONLINE MEMBER		\$121.00			
							<b>Due</b>				
<b>Voucher(s):</b>	1	<b>Aged Totals:</b>					\$121.00	\$121.00	\$0.00	\$0.00	\$0.00

<b>Vendor ID:</b> 4278		<b>Name:</b> APEX					<b>Class ID:</b>		<b>FED TAX CLAS:</b>		
<b>Voucher/</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
<b>Payment No.</b>	17300	INV	10/31/2023	10/31/2023	\$483.50	ON CALL MODELING TASKS		\$483.50			
	17302	INV	10/31/2023	10/31/2023	\$2,322.00	STORMWATER ORDINANCE F		\$2,322.00			
	17304	INV	10/31/2023	10/31/2023	\$3,296.00	202202 WATERMAIN REPLACE		\$3,296.00			
	17305	INV	10/31/2023	10/31/2023	\$13,230.00	202302 2023 WATERMAIN REF		\$13,230.00			
	17306	INV	10/31/2023	10/31/2023	\$4,650.00	202303 REUSE WATER EVALL		\$4,650.00			
	17307	INV	10/31/2023	10/31/2023	\$29,825.00	202402 2024 WATERMAIN & LE		\$29,825.00			
	17315	INV	10/31/2023	10/31/2023	\$1,607.20	202103 STATE AVE IMPROVEM		\$1,607.20			
	17356	INV	10/31/2023	10/31/2023	\$13,600.00	202104 DKN SIMS ST IMPROVI		\$13,600.00			
	17392	INV	10/31/2023	10/31/2023	\$420.00	MEETING TO DISCUSS REUSE		\$420.00			
	17394	INV	10/31/2023	10/31/2023	\$11,344.28	WRF PHASE 2 FACILITY PLAN		\$11,344.28			
							<b>Due</b>				
<b>Voucher(s):</b>	10	<b>Aged Totals:</b>					\$80,777.98	\$80,777.98	\$0.00	\$0.00	\$0.00

<b>Vendor ID:</b> 4418		<b>Name:</b> ARAMARK UNIFORM & CAREER APPAREL GROU					<b>Class ID:</b>		<b>FED TAX CLAS:</b> C CORP		
<b>Voucher/</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
<b>Payment No.</b>	2550215826	INV	9/6/2023	9/6/2023	\$96.20	MATS				\$96.20	

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

2550237006	INV	10/25/2023	10/25/2023	\$69.40	UNIFORM CLEANING	\$69.40
2550237007	INV	10/25/2023	10/25/2023	\$141.83	MATS	\$141.83
2550240030	INV	11/1/2023	11/1/2023	\$96.20	MATS	\$96.20
2550240051	INV	11/1/2023	11/1/2023	\$69.40	UNIFORM CLEANING	\$69.40
2550240052	INV	11/1/2023	11/1/2023	\$190.90	MATS, SOAP, WET MOP HANC	\$190.90
2550242971	INV	11/8/2023	11/8/2023	\$61.61	UNIFORM CLEANING	\$61.61

<b>Voucher(s):</b> 7	<b>Aged Totals:</b>	<b>Due</b>				
		\$725.54	\$629.34	\$0.00	\$96.20	\$0.00

<b>Vendor ID:</b> 6032	<b>Name:</b> AUTO VALUE, APH STORE	<b>Class ID:</b>	<b>FED TAX CLAS:</b> C CORP								
<b>Voucher/</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
<b>Payment No.</b>							<b>Amount</b>				
	416090709	CRM	11/8/2023		(\$83.96)	RETURN 22 TRICO PRO BEAM		(\$83.96)			
	416090665	INV	11/8/2023	11/8/2023	\$511.25	40LB FLOOR DRY, MISC ITEMS		\$511.25			

<b>Voucher(s):</b> 2	<b>Aged Totals:</b>	<b>Due</b>				
		\$427.29	\$427.29	\$0.00	\$0.00	\$0.00

<b>Vendor ID:</b> 5932	<b>Name:</b> AXON ENTERPRISE, INC	<b>Class ID:</b>	<b>FED TAX CLAS:</b> C- CORP								
<b>Voucher/</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
<b>Payment No.</b>							<b>Amount</b>				
	INUS199075	INV	11/1/2023	11/1/2023	\$11,579.98	RESPOND DEVICE LICENSE F		\$11,579.98			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>				
		\$11,579.98	\$11,579.98	\$0.00	\$0.00	\$0.00

<b>Vendor ID:</b> 68	<b>Name:</b> B & K ELECTRIC	<b>Class ID:</b>	<b>FED TAX CLAS:</b>								
<b>Voucher/</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
<b>Payment No.</b>							<b>Amount</b>				
	200030	INV	10/25/2023	10/25/2023	\$5,460.95	WORK DONE AROUND DICKIN		\$5,460.95			
	200031	INV	10/25/2023	10/25/2023	\$2,550.00	WORK DONE ON ST LIGHT PC		\$2,550.00			
	200059	INV	11/8/2023	11/8/2023	\$850.00	SIGNAL HIT & REPAIRED		\$850.00			

<b>Voucher(s):</b> 3	<b>Aged Totals:</b>	<b>Due</b>				
		\$8,860.95	\$8,860.95	\$0.00	\$0.00	\$0.00

<b>Vendor ID:</b> 9782	<b>Name:</b> B&H ON-SITE TESTING LLC	<b>Class ID:</b>	<b>FED TAX CLAS:</b> LLC-S								
<b>Voucher/</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
<b>Payment No.</b>							<b>Amount</b>				
	2023-0589	INV	11/6/2023	11/6/2023	\$1,900.00	RISK MGMT COLLECTOR SUP		\$1,900.00			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>				
		\$1,900.00	\$1,900.00	\$0.00	\$0.00	\$0.00

<b>Vendor ID:</b> 49	<b>Name:</b> BAKER & TAYLOR CO (GA)	<b>Class ID:</b>	<b>FED TAX CLAS:</b>								
<b>Voucher/</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
<b>Payment No.</b>							<b>Amount</b>				

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

2037893856	INV	10/25/2023	10/25/2023	\$113.88	DIP CH	\$113.88
2037896712	INV	10/25/2023	10/25/2023	\$42.40	SLOPE CHILDRENS	\$42.40

				<b>Due</b>				
<b>Voucher(s):</b> 2	<b>Aged Totals:</b>			<b>\$156.28</b>	<b>\$156.28</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Vendor ID:** 6203      **Name:** BALCO UNIFORM - POLICE ACCOUNT      **Class ID:**      **FED TAX CLAS:**

<u>Voucher/ Payment No.</u>	<u>Doc Number</u>	<u>Type</u>	<u>Doc Date</u>	<u>Due Date</u>	<u>Doc Amount</u>	<u>Description</u>	<u>Writeoff Amount</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
76969-1	INV	11/7/2023	11/7/2023	\$264.50	CLOTHING ORDERED-POLICE	\$264.50					
76318-3	INV	11/8/2023	11/8/2023	\$287.30	CLOTHING ORDERED-POLICE	\$287.30					
76328-3	INV	11/9/2023	11/9/2023	\$216.00	CLOTHING ORDERED-POLICE	\$216.00					
76786-1	INV	11/9/2023	11/9/2023	\$351.00	CLOTHING ORDERED-POLICE	\$351.00					

				<b>Due</b>				
<b>Voucher(s):</b> 4	<b>Aged Totals:</b>			<b>\$1,118.80</b>	<b>\$1,118.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Vendor ID:** 817      **Name:** BECKER, DANA      **Class ID:**      **FED TAX CLAS:** EMPLOYEE

<u>Voucher/ Payment No.</u>	<u>Doc Number</u>	<u>Type</u>	<u>Doc Date</u>	<u>Due Date</u>	<u>Doc Amount</u>	<u>Description</u>	<u>Writeoff Amount</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
HEALTH INS PREMIU	INV	11/10/2023	11/10/2023	\$1,021.26	OPEB HLTH BENEFIT	\$1,021.26					

				<b>Due</b>				
<b>Voucher(s):</b> 1	<b>Aged Totals:</b>			<b>\$1,021.26</b>	<b>\$1,021.26</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Vendor ID:** 4670      **Name:** BEK CONSULTING      **Class ID:** 1099      **FED TAX CLAS:** LLC

<u>Voucher/ Payment No.</u>	<u>Doc Number</u>	<u>Type</u>	<u>Doc Date</u>	<u>Due Date</u>	<u>Doc Amount</u>	<u>Description</u>	<u>Writeoff Amount</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
6264	INV	10/5/2023	10/5/2023	\$5,473.68	EXTRA WORK FORM 1	\$5,473.68					

				<b>Due</b>				
<b>Voucher(s):</b> 1	<b>Aged Totals:</b>			<b>\$5,473.68</b>	<b>\$0.00</b>	<b>\$5,473.68</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Vendor ID:** 773      **Name:** BERGER ELECTRIC INC      **Class ID:**      **FED TAX CLAS:**

<u>Voucher/ Payment No.</u>	<u>Doc Number</u>	<u>Type</u>	<u>Doc Date</u>	<u>Due Date</u>	<u>Doc Amount</u>	<u>Description</u>	<u>Writeoff Amount</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
86167	INV	10/27/2023	10/27/2023	\$1,144.97	TROUBLESHOOT & REPAIR S	\$1,144.97					

				<b>Due</b>				
<b>Voucher(s):</b> 1	<b>Aged Totals:</b>			<b>\$1,144.97</b>	<b>\$1,144.97</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Vendor ID:** 6249      **Name:** BEST TECHNOLOGY SYSTEMS, INC      **Class ID:**      **FED TAX CLAS:** C CORP

<u>Voucher/ Payment No.</u>	<u>Doc Number</u>	<u>Type</u>	<u>Doc Date</u>	<u>Due Date</u>	<u>Doc Amount</u>	<u>Description</u>	<u>Writeoff Amount</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
BTL-23270-2	INV	10/19/2023	10/19/2023	\$4,908.00	PROPOSAL 1, 2 & 5, CHG ORD	\$4,908.00					

				<b>Due</b>				
<b>Voucher(s):</b> 1	<b>Aged Totals:</b>			<b>\$4,908.00</b>	<b>\$4,908.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Vendor ID:** 5996      **Name:** BIG HORN TIRE, INC      **Class ID:**      **FED TAX CLAS:** S CORP

<u>Voucher/ Payment No.</u>	<u>Doc Number</u>	<u>Type</u>	<u>Doc Date</u>	<u>Due Date</u>	<u>Doc Amount</u>	<u>Description</u>	<u>Writeoff Amount</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
18613	INV	10/19/2023	10/19/2023	\$52.00	REINFORCE PATCH REPAIR #	\$52.00					



**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

18684	INV	10/27/2023	10/27/2023	\$48.00	FLAT REPAIR #R6	\$48.00
18691	INV	10/27/2023	10/27/2023	\$2,257.60	NEW TIRES	\$2,257.60
18717	INV	11/1/2023	11/1/2023	\$2,054.38	NEW TIRES UNIT #R48	\$2,054.38

<b>Voucher(s): 4</b>				<b>Aged Totals:</b>		<b>Due</b>					
				<b>\$4,411.98</b>	<b>\$4,411.98</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>			

**Vendor ID:** 72      **Name:** BOESPFLUG TRAILERS & FEED INC      **Class ID:**      **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	100617	INV	11/9/2023	11/9/2023	\$13.62	6 PLUG 3 WIRE PTERSON A 4		\$13.62			

<b>Voucher(s): 1</b>				<b>Aged Totals:</b>		<b>Due</b>					
				<b>\$13.62</b>	<b>\$13.62</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>			

**Vendor ID:** 6272      **Name:** BOSS OFFICE PRODUCTS      **Class ID:**      **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	583251-0	INV	10/31/2023	10/31/2023	\$156.00	COFFEE, FILTER PACK, RD		\$156.00			
	583554-0	INV	11/2/2023	11/2/2023	\$595.00	PAPER, MULT, FORE, LTR		\$595.00			

<b>Voucher(s): 2</b>				<b>Aged Totals:</b>		<b>Due</b>					
				<b>\$751.00</b>	<b>\$751.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>			

**Vendor ID:** 4390      **Name:** BRAUN DISTRIBUTING      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	34588	INV	11/2/2023	11/2/2023	\$45.80	4 5 GAL SPRING WATER		\$45.80			
	349360	INV	11/2/2023	11/2/2023	\$1,335.60	56 50LB BAGS ICE MELT		\$1,335.60			
	34668	INV	11/9/2023	11/9/2023	\$39.80	4 5 GAL SPRING WATER		\$39.80			

<b>Voucher(s): 3</b>				<b>Aged Totals:</b>		<b>Due</b>					
				<b>\$1,421.20</b>	<b>\$1,421.20</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>			

**Vendor ID:** 34      **Name:** BRAVERA WEALTH      **Class ID:**      **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	110823	INV	11/8/2023	11/8/2023	\$100,000.00	OFFSET DB PENSION LIABILIT		\$100,000.00			

<b>Voucher(s): 1</b>				<b>Aged Totals:</b>		<b>Due</b>					
				<b>\$100,000.00</b>	<b>\$100,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>			

**Vendor ID:** 1432      **Name:** BROWN, DAN      **Class ID:**      **FED TAX CLAS:** EMPLOYEE/RETIREE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	HEALTH INS PREMIU	INV	11/14/2023	11/14/2023	\$276.50	OPEB HLTH BENEFIT		\$276.50			

<b>Voucher(s): 1</b>				<b>Aged Totals:</b>		<b>Due</b>					
				<b>\$276.50</b>	<b>\$276.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>			

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**

City of Dickinson

Section 2. Item B.

Vendor ID: 96		Name: BUTLER MACHINERY CO					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	09CS0031361	CRM	11/2/2023		(\$10.24)	RETURN SOCKET		(\$10.24)			
	09CS0031366	CRM	11/3/2023		(\$55.70)	RETURN SOCKET-CONN		(\$55.70)			
	09PS0348694	INV	10/31/2023	10/31/2023	\$10.24	SOCKET		\$10.24			
	09PS0348780	INV	11/2/2023	11/2/2023	\$601.74	2 BATTERIES		\$601.74			
	09PS0348845	INV	11/3/2023	11/3/2023	\$10.24	SOCKET		\$10.24			
	09PS0348902	INV	11/4/2023	11/4/2023	\$61.50	SOCKET-CONN		\$61.50			
							<b>Due</b>				
Voucher(s): 6		<b>Aged Totals:</b>					\$617.78	\$617.78	\$0.00	\$0.00	\$0.00
Vendor ID: 9721		Name: CAP-IT-ALL LLC					Class ID: 1099		FED TAX CLAS: LLC		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	7139	INV	10/31/2023	10/31/2023	\$468.00	MENDING FOR POLICE DEPT		\$468.00			
							<b>Due</b>				
Voucher(s): 1		<b>Aged Totals:</b>					\$468.00	\$468.00	\$0.00	\$0.00	\$0.00
Vendor ID: 610		Name: CARQUEST AUTO PARTS STORES					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2781-407166	INV	10/26/2023	10/26/2023	\$137.19	BATTERY & CORE RETURN		\$137.19			
	2781-407245	INV	10/27/2023	10/27/2023	\$135.54	22 ONYX		\$135.54			
	2781-407246	INV	10/27/2023	10/27/2023	\$137.19	BATTERY & CORE RETURN		\$137.19			
	2781-407774	INV	11/7/2023	11/7/2023	\$214.39	BATTERY, CORE RETURN		\$214.39			
	2781-407822	INV	11/7/2023	11/7/2023	\$22.59	22 ONYX		\$22.59			
							<b>Due</b>				
Voucher(s): 5		<b>Aged Totals:</b>					\$646.90	\$646.90	\$0.00	\$0.00	\$0.00
Vendor ID: 9577		Name: CASE ELECTRIC LLC					Class ID: 1099		FED TAX CLAS: LLC		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1997	INV	10/30/2023	10/30/2023	\$1,562.83	OUTLETS FOR CITY HALL		\$1,562.83			
							<b>Due</b>				
Voucher(s): 1		<b>Aged Totals:</b>					\$1,562.83	\$1,562.83	\$0.00	\$0.00	\$0.00
Vendor ID: 3431		Name: CENGAGE LEARNING					Class ID:		FED TAX CLAS:		
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	82951153	INV	11/6/2023	11/6/2023	\$257.16	BC		\$257.16			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

Voucher(s): 1						<b>Aged Totals:</b>		Due			
						\$257.16	\$257.16	\$0.00	\$0.00	\$0.00	

**Vendor ID:** 9749      **Name:** CENTRAL SPECIALTIES, INC      **Class ID:**      **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	202301 2	INV	11/1/2023	11/1/2023	\$285,947.10	202301 2023 ST MAINTENANCI		\$285,947.10			

Voucher(s): 1						<b>Aged Totals:</b>		Due			
						\$285,947.10	\$285,947.10	\$0.00	\$0.00	\$0.00	

**Vendor ID:** 4477      **Name:** CERTIFIED POWER INC      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	85151721	INV	11/3/2023	11/3/2023	\$4.34	FITTINGS		\$4.34			

Voucher(s): 1						<b>Aged Totals:</b>		Due			
						\$4.34	\$4.34	\$0.00	\$0.00	\$0.00	

**Vendor ID:** 4399      **Name:** CITY OF MARMARTH      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2023 SW GRANT FUN	INV	10/27/2023	10/27/2023	\$2,500.00	2023 SW REG GRANT FUNDS		\$2,500.00			

Voucher(s): 1						<b>Aged Totals:</b>		Due			
						\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00	

**Vendor ID:** 4683      **Name:** COLDSRING      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2122154	INV	10/23/2023	10/23/2023	\$335.00	NS-1 ROSE NICHE FRONT		\$335.00			
	2124896	INV	10/26/2023	10/26/2023	\$335.00	NS-1 ROSE NICHE FRONT		\$335.00			
	2124903	INV	10/26/2023	10/26/2023	\$335.00	NS-1 ROSE NICHE FRONT		\$335.00			
	1234151	INV	10/31/2023	10/31/2023	\$540.00	CF-3 ROSE CRYPT FRONT		\$540.00			
	2127677	INV	11/1/2023	11/1/2023	\$335.00	NS-1 ROSE NICHE FRONT		\$335.00			

Voucher(s): 5						<b>Aged Totals:</b>		Due			
						\$1,880.00	\$1,880.00	\$0.00	\$0.00	\$0.00	

**Vendor ID:** 128      **Name:** CONSOLIDATED COMM CORP      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2716800 110123	INV	11/1/2023	11/1/2023	\$1,923.10	MONTHLY PHONE BILLING		\$1,923.10			
	3027600 110123	INV	11/1/2023	11/1/2023	\$46.68	MONTHLY PHONE BILLING		\$46.68			
	423500 110123	INV	11/1/2023	11/1/2023	\$131.45	MONTHLY PHONE BILLING		\$131.45			
	423600 110123	INV	11/1/2023	11/1/2023	\$3,011.53	MONTHLY PHONE BILLING		\$3,011.53			

Voucher(s): 4						<b>Aged Totals:</b>		Due			
						\$5,112.76	\$5,112.76	\$0.00	\$0.00		

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

Vendor ID: 4514		Name: CORDOVA CONSTRUCTION					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	202306 5	INV	11/1/2023	11/1/2023	\$100,955.81	202306 15TH ST W THE DISTR		\$100,955.81				
							Due					
Voucher(s): 1							<b>Aged Totals:</b>	\$100,955.81	\$100,955.81	\$0.00	\$0.00	\$0.00
Vendor ID: 5125		Name: COVENANT LEGAL GROUP					Class ID: 1099		FED TAX CLAS: ATTORNEY			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	3520	INV	10/9/2023	10/9/2023	\$275.00	LEGAL SERVICES-JESSE WAF			\$275.00			
							Due					
Voucher(s): 1							<b>Aged Totals:</b>	\$275.00	\$0.00	\$275.00	\$0.00	\$0.00
Vendor ID: 3986		Name: CUMMINS SALES AND SERVICE					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	CG-16461	INV	10/27/2023	10/27/2023	\$1,050.00	CONTRACT		\$1,050.00				
	CG-16462	INV	10/27/2023	10/27/2023	\$1,241.00	CONTRACT		\$1,241.00				
							Due					
Voucher(s): 2							<b>Aged Totals:</b>	\$2,291.00	\$2,291.00	\$0.00	\$0.00	\$0.00
Vendor ID: 142		Name: DACOTAH PAPER CO					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	73534	INV	11/6/2023	11/6/2023	\$147.56	CLEANING SUPPLIES		\$147.56				
	73535	INV	11/6/2023	11/6/2023	\$42.67	CLEANING SUPPLIES		\$42.67				
							Due					
Voucher(s): 2							<b>Aged Totals:</b>	\$190.23	\$190.23	\$0.00	\$0.00	\$0.00
Vendor ID: 147		Name: DAKOTA FILTER SUPPLY					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	4483	INV	11/2/2023	11/2/2023	\$133.98	MISC FILTERS		\$133.98				
							Due					
Voucher(s): 1							<b>Aged Totals:</b>	\$133.98	\$133.98	\$0.00	\$0.00	\$0.00
Vendor ID: 5826		Name: DAKOTA PRAIRIE REFINING, LLC					Class ID:		FED TAX CLAS: C CORP			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	CONVEY FEE 09/2023	INV	11/1/2023	11/1/2023	\$144.18	CONVEYANCE FEE SEPT 2023		\$144.18				
	CONVEY FEE 10/23	INV	11/1/2023	11/1/2023	\$1,062.40	DPR CONVEYANCE FEE 10/20		\$1,062.40				
							Due					
Voucher(s): 2							<b>Aged Totals:</b>	\$1,206.58	\$1,206.58	\$0.00	\$0.00	\$0.00
Vendor ID: 1051		Name: DAKOTA TOOL AND MACHINE					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

73340          INV          11/6/2023    11/6/2023          \$52.00    CYLINDER FOR GRAPPLE BUK          \$52.00

Voucher(s): 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$52.00	\$52.00	\$0.00	\$0.00

**Vendor ID:** 161          **Name:** DEMCO INC          **Class ID:**          **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	7394502	INV	11/6/2023	11/6/2023	\$246.57	PROGRAMMING		\$246.57			

Voucher(s): 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$246.57	\$246.57	\$0.00	\$0.00

**Vendor ID:** 162          **Name:** DENNYS ELECTRIC INC          **Class ID:**          **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	202308 1	INV	10/26/2023	10/26/2023	\$4,612.50	202308 SUNDANCE COVE LIGI		\$4,612.50			

Voucher(s): 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$4,612.50	\$4,612.50	\$0.00	\$0.00

**Vendor ID:** 9616          **Name:** DEPT of HEALTH and HUMAN SERVICES          **Class ID:**          **FED TAX CLAS:** STATE GOVERNMENT

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	OVERPYMT SCHWINI	INV	11/9/2023	11/9/2023	\$46.40	OVERPAYMENT (ND RENT)		\$46.40			

Voucher(s): 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$46.40	\$46.40	\$0.00	\$0.00

**Vendor ID:** 6298          **Name:** DIAMOND H RENTALS          **Class ID:** 1099          **FED TAX CLAS:** PARTNERSHIP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2035	INV	11/1/2023	11/1/2023	\$400.00	ADVERTISING FOR MUSEUM		\$400.00			

Voucher(s): 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$400.00	\$400.00	\$0.00	\$0.00

**Vendor ID:** 5166          **Name:** DICKINSON PARKS & REC (MEMBERS)          **Class ID:**          **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	3190198	INV	11/13/2023	11/13/2023	\$2,615.85	EMPLOYEE MEMBERSHIPS		\$2,615.85			

Voucher(s): 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$2,615.85	\$2,615.85	\$0.00	\$0.00

**Vendor ID:** 179          **Name:** DICKINSON READY MIX          **Class ID:**          **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	282730	INV	11/15/2023	11/15/2023	\$1,050.00	MEDIAN BARRIER		\$1,050.00			

Voucher(s): 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$1,050.00	\$1,050.00	\$0.00	\$0.00

**Vendor ID:** 182          **Name:** DICKINSON TIRE INC          **Class ID:**          **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1-179656	INV	11/9/2023	11/9/2023	\$518.00	ROVELO INSTINCT SUV, VALV		\$518.00			

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**

City of Dickinson

Section 2. Item B.

Voucher(s): 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$518.00	\$518.00	\$0.00	\$0.00

**Vendor ID:** 1982      **Name:** DIRECTMED      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	39076	INV	10/16/2023	10/16/2023	\$587.70	MEDICAL SUPPLIES		\$587.70			

Voucher(s): 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$587.70	\$587.70	\$0.00	\$0.00

**Vendor ID:** 192      **Name:** DONS FILTER & FURNACES UNLIMITED      **Class ID:**      **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	055222	INV	10/31/2023	10/31/2023	\$831.60	MISC FILTERS		\$831.60			
	055224	INV	11/1/2023	11/1/2023	\$216.75	MISC FILTERS		\$216.75			

Voucher(s): 2		<b>Due</b>			
	<b>Aged Totals:</b>	\$1,048.35	\$1,048.35	\$0.00	\$0.00

**Vendor ID:** 1855      **Name:** DUKES WELDING & FABRICATION      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	27036	INV	10/24/2023	10/24/2023	\$5,215.61	EXTEND WALKWAY PLATFOR		\$5,215.61			

Voucher(s): 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$5,215.61	\$5,215.61	\$0.00	\$0.00

**Vendor ID:** 6501      **Name:** EBELHAR ROBERT      **Class ID:**      **FED TAX CLAS:** EMPLOYEE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	RE 110223	INV	11/2/2023	11/2/2023	\$46.25	EMPLOYEE EXP-ROBERT EBE		\$46.25			

Voucher(s): 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$46.25	\$46.25	\$0.00	\$0.00

**Vendor ID:** 1039      **Name:** ELDER CARE      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	ELDER CARE	INV	11/11/2023	11/11/2023	\$12,500.00	SALES TAX		\$12,500.00			
	ELDER CARE TAXI	INV	11/11/2023	11/11/2023	\$4,583.34	TAXI 1% SALES TAX		\$4,583.34			

Voucher(s): 2		<b>Due</b>			
	<b>Aged Totals:</b>	\$17,083.34	\$17,083.34	\$0.00	\$0.00

**Vendor ID:** 6237      **Name:** EVOQUA WATER TECHNOLOGIES LLC      **Class ID:**      **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	906180493	INV	11/8/2023	11/8/2023	\$20,199.52	4048 GAL BIOXIDE		\$20,199.52			
	906184833	INV	11/14/2023	11/14/2023	\$19,960.00	4000 GAL BIOXIDE		\$19,960.00			

Voucher(s): 2		<b>Due</b>			
	<b>Aged Totals:</b>	\$40,159.52	\$40,159.52	\$0.00	\$0.00

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

Vendor ID: 4084		Name: FERGUSON WATERWORKS #2516					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	0477650	INV	10/23/2023	10/23/2023	\$407.67	HOSE NOZZLE		\$407.67				
	0478983	INV	10/30/2023	10/30/2023	\$25,462.00	ANNUAL ENTITLEMENT FEE, I		\$25,462.00				
							<b>Due</b>					
Voucher(s): 2		<b>Aged Totals:</b>						\$25,869.67	\$25,869.67	\$0.00	\$0.00	\$0.00
Vendor ID: 5795		Name: FORCE AMERICA DISTRIBUTING LLC					Class ID:		FED TAX CLAS: C CORP			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	200-1045300	INV	10/30/2023	10/30/2023	\$874.00	FLAT DATA PLAN US W/NAF		\$874.00				
	IN060-1027625	INV	10/30/2023	10/30/2023	\$658.85	2" S[ F;G OM X 1" HB OUT TEE		\$658.85				
							<b>Due</b>					
Voucher(s): 2		<b>Aged Totals:</b>						\$1,532.85	\$1,532.85	\$0.00	\$0.00	\$0.00
Vendor ID: 5859		Name: FORUM COMMUNICATIONS CO.					Class ID:		FED TAX CLAS: S CORP			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	270705-1	INV	10/20/2023	10/20/2023	\$100.32	NOTICE OF PUBLIC HEARING		\$100.32				
	I2023.00092861	INV	10/31/2023	10/31/2023	\$1.52	DICKINSON CITY COMM MEET		\$1.52				
	I2023.00092863	INV	10/31/2023	10/31/2023	\$375.00	DICKINSON CITY MAP		\$375.00				
	I2023.00092864	INV	10/31/2023	10/31/2023	\$375.00	DICKINSON CITY MAP-LEGAC'		\$375.00				
	I2023.00092867	INV	10/31/2023	10/31/2023	\$120.00	LEGACY SQUARE 1/8 PAGE VI		\$120.00				
	MP119154 103123	INV	10/31/2023	10/31/2023	\$132.00	ADVERTISING FOR MUSEUM		\$132.00				
							<b>Due</b>					
Voucher(s): 6		<b>Aged Totals:</b>						\$1,103.84	\$1,103.84	\$0.00	\$0.00	\$0.00
Vendor ID: 236		Name: GAFFANEYS FLORAL					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	022041	INV	10/6/2023	10/6/2023	\$72.00	FRESH FLOWER ARRANGEME			\$72.00			
							<b>Due</b>					
Voucher(s): 1		<b>Aged Totals:</b>						\$72.00	\$0.00	\$72.00	\$0.00	\$0.00
Vendor ID: 668		Name: GALLS INC					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	025973522	INV	10/16/2023	10/16/2023	\$155.98	THOROGOOD SIDE ZIP JUMP		\$155.98				
	026097054	INV	10/28/2023	10/28/2023	\$69.98	GRID FLEECE JOB SHIIRT		\$69.98				
							<b>Due</b>					
Voucher(s): 2		<b>Aged Totals:</b>						\$225.96	\$225.96	\$0.00	\$0.00	\$0.00

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

<b>Vendor ID:</b> 6082		<b>Name:</b> GOOSENECK IMPLEMENT					<b>Class ID:</b>		<b>FED TAX CLAS:</b> S CORP			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	10989928	INV	11/1/2023	11/1/2023	\$36.99	BEARING, BUSHINGS		\$36.99				
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$36.99	\$36.99	\$0.00	\$0.00	\$0.00
<b>Vendor ID:</b> 248		<b>Name:</b> GRAND FORKS FIRE EQUIPMENT					<b>Class ID:</b>		<b>FED TAX CLAS:</b>			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	39098	INV	10/4/2023	10/4/2023	\$41.74	SCBA CYLINDER VALVE STEM			\$41.74			
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$41.74	\$0.00	\$41.74	\$0.00	\$0.00
<b>Vendor ID:</b> 9747		<b>Name:</b> GREEN LANDON					<b>Class ID:</b>		<b>FED TAX CLAS:</b> EMPLOYEE REIMBURSE			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	MILEAGE 10/2023	INV	11/1/2023	11/1/2023	\$106.96	MILEAGE FOR OCTOBER 2023		\$106.96				
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$106.96	\$106.96	\$0.00	\$0.00	\$0.00
<b>Vendor ID:</b> 362		<b>Name:</b> HAYNES, MELBYE LAW OFFICE PLLC					<b>Class ID:</b> 1099		<b>FED TAX CLAS:</b> ATTORNEY			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	A WHITE 110223	INV	11/2/2023	11/2/2023	\$197.92	LEGAL SERVICES-ALYSSIA W		\$197.92				
	D NEWTON 110223	INV	11/2/2023	11/2/2023	\$541.67	LEGAL SERVICES-DYLAN NEV		\$541.67				
	J BENNETT 110223	INV	11/2/2023	11/2/2023	\$450.00	LEGAL SERVICES-J BENNETT		\$450.00				
	J BROWNING 110223	INV	11/2/2023	11/2/2023	\$187.50	LEGAL SERVICES-J BROWINC		\$187.50				
	J SANCHEZ 110223	INV	11/2/2023	11/2/2023	\$312.50	LEGAL SERVICES-J SANCHEZ		\$312.50				
	M RIDL 110223	INV	11/2/2023	11/2/2023	\$281.25	LEGAL SERVICES-MATTHEW		\$281.25				
	M SAMSON 110223	INV	11/2/2023	11/2/2023	\$156.25	LEGAL SERVICES-MAKYA SAM		\$156.25				
	T BATALOVA 110223	INV	11/2/2023	11/2/2023	\$331.25	LEGAL SERVICES-T BATALOV		\$331.25				
							<b>Due</b>					
<b>Voucher(s): 8</b>							<b>Aged Totals:</b>	\$2,458.34	\$2,458.34	\$0.00	\$0.00	\$0.00
<b>Vendor ID:</b> 9591		<b>Name:</b> HOLIDAY OUTDOOR DECOR					<b>Class ID:</b> 1099		<b>FED TAX CLAS:</b> LLC-P			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	11327	INV	11/3/2023	11/3/2023	\$12,649.00	MISC CHRISTMAS DECORATI		\$12,649.00				
	11328	INV	11/3/2023	11/3/2023	\$3,405.00	SALUTING SOLDIERS POLE M		\$3,405.00				
							<b>Due</b>					
<b>Voucher(s): 2</b>							<b>Aged Totals:</b>	\$16,054.00	\$16,054.00	\$0.00	\$0.00	\$0.00



### AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

Vendor ID: 2778		Name: HOUSTON ENGINEERING INC					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	67734	INV	10/23/2023	10/23/2023	\$10,099.00	202313 XWLL 3B-5 CONSTRU		\$10,099.00				
							Due					
Voucher(s): 1							<b>Aged Totals:</b>	\$10,099.00	\$10,099.00	\$0.00	\$0.00	\$0.00
Vendor ID: 4284		Name: HUTZ'S WELDING SERVICE & REPAIR LLC					Class ID: 1099		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	25220	INV	10/31/2023	10/31/2023	\$58.33	3 ADAPTERS		\$58.33				
							Due					
Voucher(s): 1							<b>Aged Totals:</b>	\$58.33	\$58.33	\$0.00	\$0.00	\$0.00
Vendor ID: 2255		Name: INFORMATION TECHNOLOGY DEPT					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	DP102023.945.0	INV	10/31/2023	10/31/2023	\$675.45	SSL VPN CLINET, AZURE AD F		\$675.45				
	TC102023.945.0	INV	10/31/2023	10/31/2023	\$16.75	PEXIP VIRTUAL MEETING ROC		\$16.75				
							Due					
Voucher(s): 2							<b>Aged Totals:</b>	\$692.20	\$692.20	\$0.00	\$0.00	\$0.00
Vendor ID: 1370		Name: INLAND TRUCK PARTS COMPANY					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	1492387	INV	11/7/2023	11/7/2023	\$190.90	ABD PAD SET		\$190.90				
							Due					
Voucher(s): 1							<b>Aged Totals:</b>	\$190.90	\$190.90	\$0.00	\$0.00	\$0.00
Vendor ID: 5788		Name: INNOVATIVE OFFICE SOLUTIONS LLC					Class ID: 1099		FED TAX CLAS: LLC-P			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	4366767	INV	10/30/2023	10/30/2023	\$89.14	PENS, COCOA, COFFEE FILTE		\$89.14				
							Due					
Voucher(s): 1							<b>Aged Totals:</b>	\$89.14	\$89.14	\$0.00	\$0.00	\$0.00
Vendor ID: 293		Name: JEROMES DISTRIBUTING INC					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	2041405	INV	10/31/2023	10/31/2023	\$12.75	WATER RENTAL		\$12.75				
	2041595	INV	11/7/2023	11/7/2023	\$75.60	6 KANDIYOHI DRINKING WATE		\$75.60				
							Due					
Voucher(s): 2							<b>Aged Totals:</b>	\$88.35	\$88.35	\$0.00	\$0.00	\$0.00
Vendor ID: 3112		Name: JUST-IN GLASS					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	18966	INV	11/7/2023	11/7/2023	\$586.40	WINDSHIELD		\$586.40				

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>				
		\$586.40	\$586.40	\$0.00	\$0.00	\$0.00

**Vendor ID:** 304      **Name:** KDIX RADIO      **Class ID:**      **FED TAX CLAS:**

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	293 102923	INV	10/29/2023	10/29/2023	\$240.00	LEGACY SQUARE ADVERTISII		\$240.00			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>				
		\$240.00	\$240.00	\$0.00	\$0.00	\$0.00

**Vendor ID:** 301      **Name:** KLJ ENGINEERING LLC      **Class ID:**      **FED TAX CLAS:** S CORP

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	10198196	INV	10/19/2023	10/19/2023	\$2,763.83	202201 2022 MILL & OVERLAY		\$2,763.83			
	10198197	INV	10/19/2023	10/19/2023	\$12,657.14	202203 LEGACY SQUARE PAR		\$12,657.14			
	10198198	INV	10/19/2023	10/19/2023	\$10,682.57	202227 DICKINSON SOUTH CE		\$10,682.57			
	10198199	INV	10/19/2023	10/19/2023	\$13,469.28	202301 2023 ROAD MAINTEN/		\$13,469.28			
	10198200	INV	10/19/2023	10/19/2023	\$9,948.50	202401 2024 ROAD MAINTENA		\$9,948.50			

<b>Voucher(s):</b> 5	<b>Aged Totals:</b>	<b>Due</b>				
		\$49,521.32	\$49,521.32	\$0.00	\$0.00	\$0.00

**Vendor ID:** 5512      **Name:** KONECRANES      **Class ID:**      **FED TAX CLAS:**

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	154921082	INV	10/31/2023	10/31/2023	\$1,076.36	MATERIALS FOR QUOTED RE		\$1,076.36			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>				
		\$1,076.36	\$1,076.36	\$0.00	\$0.00	\$0.00

**Vendor ID:** 6196      **Name:** KREBS KREATIONS      **Class ID:** 1099      **FED TAX CLAS:** LLC

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	529	INV	11/13/2023	11/13/2023	\$6,700.00	FABICATE STEEL MOUNT/BAS		\$6,700.00			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>				
		\$6,700.00	\$6,700.00	\$0.00	\$0.00	\$0.00

**Vendor ID:** 6101      **Name:** LANGUAGE LINK      **Class ID:**      **FED TAX CLAS:** S CORP

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	254151	INV	11/1/2023	11/1/2023	\$19.05	INTERPRETER FOR MUNI COL		\$19.05			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>				
		\$19.05	\$19.05	\$0.00	\$0.00	\$0.00

**Vendor ID:** 341      **Name:** LAWSON PRODUCTS INC      **Class ID:**      **FED TAX CLAS:**

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	9311044279	INV	11/1/2023	11/1/2023	\$277.82	UNION INSTANT FTG, HOSE, F		\$277.82			

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>			
		\$277.82	\$277.82	\$0.00	\$0.00

**Vendor ID:** 4596      **Name:** LENCO ARMORED VEHICLES      **Class ID:**      **FED TAX CLAS:**

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	20540	INV	11/8/2023	11/8/2023	\$6,288.51	RUNFLAT LUBRICANT, TIRES		\$6,288.51			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>			
		\$6,288.51	\$6,288.51	\$0.00	\$0.00

**Vendor ID:** 9510      **Name:** LINDE GAS & EQUIPMENT INC      **Class ID:**      **FED TAX CLAS:** C CORP

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	39266360	INV	11/2/2023	11/2/2023	\$7.50	OXYGEN		\$7.50			
	39282389	INV	11/3/2023	11/3/2023	\$16.40	WIRE MS		\$16.40			
	39282390	INV	11/3/2023	11/3/2023	\$86.18	STARGOLD		\$86.18			

<b>Voucher(s):</b> 3	<b>Aged Totals:</b>	<b>Due</b>			
		\$110.08	\$110.08	\$0.00	\$0.00

**Vendor ID:** 1218      **Name:** LOGO MAGIC INC      **Class ID:**      **FED TAX CLAS:**

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	137068	INV	10/19/2023	10/19/2023	\$141.00	CLOTHING ORDERED-ARLIN \		\$141.00			
	137220	INV	10/25/2023	10/25/2023	\$250.00	CLOTHING ORDERED-D MCGA		\$250.00			
	137428	INV	10/31/2023	10/31/2023	\$480.00	40 FLIP UP-ORDERED BY JARI		\$480.00			
	137487	INV	11/1/2023	11/1/2023	\$88.00	CAPS, POLO ORDERED-DAN I		\$88.00			
	137488	INV	11/1/2023	11/1/2023	\$30.00	POLO ORDERED-D KETTERLII		\$30.00			
	137545	INV	11/3/2023	11/3/2023	\$115.00	CLOTHING ORDERED-K TWAF		\$115.00			
	137562	INV	11/3/2023	11/3/2023	\$56.00	CLOTHING ORDERED-C WOLF		\$56.00			
	137573	INV	11/6/2023	11/6/2023	\$135.00	CLOTHING ORDERED-ARLIN \		\$135.00			
	137589	INV	11/6/2023	11/6/2023	\$7.00	EMB PROVIDED -FOR GOMEZ		\$7.00			

<b>Voucher(s):</b> 9	<b>Aged Totals:</b>	<b>Due</b>			
		\$1,302.00	\$1,302.00	\$0.00	\$0.00

**Vendor ID:** 6192      **Name:** MAC'S HARDWARE      **Class ID:**      **FED TAX CLAS:** C CORP

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	C16021/D	INV	10/25/2023	10/25/2023	\$146.98	CHN/HK HOOK UTILITY SCRE\		\$146.98			
	C17756/D	INV	11/9/2023	11/9/2023	\$56.69	LYNCH PIN, HITCH PIN, BULK		\$56.69			

<b>Voucher(s):</b> 2	<b>Aged Totals:</b>	<b>Due</b>			
		\$203.67	\$203.67	\$0.00	\$0.00

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

<b>Vendor ID:</b> 9669		<b>Name:</b> MCCABE DAN					<b>Class ID:</b>		<b>FED TAX CLAS:</b> EMPLOY			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	DM 103123	INV	10/31/2023	10/31/2023	\$35.00	EMPLOYEE EXP-DAN MCCABE		\$35.00				
							<b>Due</b>					
<b>Voucher(s):</b> 1		<b>Aged Totals:</b>						\$35.00	\$35.00	\$0.00	\$0.00	\$0.00
<b>Vendor ID:</b> 9780		<b>Name:</b> MCKENNER TRISTEN					<b>Class ID:</b>		<b>FED TAX CLAS:</b> EMPLOYEE REIMBURSE			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	TM 111323	INV	11/13/2023	11/13/2023	\$75.00	REIMBURSEMENT-SAFETY GL		\$75.00				
							<b>Due</b>					
<b>Voucher(s):</b> 1		<b>Aged Totals:</b>						\$75.00	\$75.00	\$0.00	\$0.00	\$0.00
<b>Vendor ID:</b> 4828		<b>Name:</b> MENARDS					<b>Class ID:</b>		<b>FED TAX CLAS:</b>			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	37954	INV	10/30/2023	10/30/2023	\$22.46	QUARTZ INFRARED HEATER		\$22.46				
	38076	INV	11/1/2023	11/1/2023	\$174.02	DUOFOAM UNDERLAYMENT, I		\$174.02				
	38150	INV	11/2/2023	11/2/2023	\$160.43	WOOD STAKES, DAWN, DISK		\$160.43				
	38421	INV	11/8/2023	11/8/2023	\$24.25	GRY 2G LP MTL WIU CVR		\$24.25				
	38724	INV	11/14/2023	11/14/2023	\$176.35	SUNNYSIDE ACETONE, BRUS		\$176.35				
	38725	INV	11/14/2023	11/14/2023	\$39.98	2 SUNNYSIDE ACETONES		\$39.98				
							<b>Due</b>					
<b>Voucher(s):</b> 6		<b>Aged Totals:</b>						\$597.49	\$597.49	\$0.00	\$0.00	\$0.00
<b>Vendor ID:</b> 6223		<b>Name:</b> MESSERLI & KRAMER P.A.					<b>Class ID:</b>		<b>FED TAX CLAS:</b> PAYROLL GARNISHMENT			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	PAYROLL GARNISH 1	INV	11/2/2023	11/2/2023	\$371.39	PAYROLL GARNISHMENT		\$371.39				
							<b>Due</b>					
<b>Voucher(s):</b> 1		<b>Aged Totals:</b>						\$371.39	\$371.39	\$0.00	\$0.00	\$0.00
<b>Vendor ID:</b> 370		<b>Name:</b> MIDWEST DOORS INC					<b>Class ID:</b>		<b>FED TAX CLAS:</b>			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	93667	INV	10/28/2023	10/28/2023	\$2,380.33	LIFTMASTER OPERATOR		\$2,380.33				
							<b>Due</b>					
<b>Voucher(s):</b> 1		<b>Aged Totals:</b>						\$2,380.33	\$2,380.33	\$0.00	\$0.00	\$0.00
<b>Vendor ID:</b> 1732		<b>Name:</b> MIDWEST TAPE					<b>Class ID:</b>		<b>FED TAX CLAS:</b>			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	504518033	INV	10/19/2023	10/19/2023	\$59.98	BC AV		\$59.98				
	504552650	INV	10/27/2023	10/27/2023	\$47.23	DIP AV		\$47.23				

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**

City of Dickinson

Section 2. Item B.

504552652	INV	10/27/2023	10/27/2023	\$50.23	BC AV	\$50.23
504578501	INV	10/31/2023	10/31/2023	\$1,874.34	DIGITAL AUDIOBOOK, EBOOK	\$1,874.34
504580777	INV	11/2/2023	11/2/2023	\$116.21	DIP AV	\$116.21
504580779	INV	11/2/2023	11/2/2023	\$12.74	DIP CH AV	\$12.74
504580790	INV	11/2/2023	11/2/2023	\$148.43	BC AV	\$148.43

<b>Voucher(s):</b> 7						<b>Due</b>					
					<b>Aged Totals:</b>	<b>\$2,309.16</b>	<b>\$2,309.16</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**Vendor ID:** 984      **Name:** MINNESOTA VALLEY TESTING LAB INC      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1224324	INV	10/31/2023	10/31/2023	\$138.71	CHEMICALS		\$138.71			
	1224329	INV	10/31/2023	10/31/2023	\$46.20	CHEMICALS		\$46.20			

<b>Voucher(s):</b> 2						<b>Due</b>					
					<b>Aged Totals:</b>	<b>\$184.91</b>	<b>\$184.91</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**Vendor ID:** 380      **Name:** MONTANA-DAKOTA UTILITY      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	52904	INV	10/11/2023	10/11/2023	\$506.08	REPLACE STREET LIGHT			\$506.08		
	605 222 1000 8	INV	10/30/2023	10/30/2023	\$33.64	W VILLARD ST BLK LIGHTS		\$33.64			
	89112210003 103123	INV	10/31/2023	10/31/2023	\$1,919.45	MONTHLY ELECTRICAL BILLIN		\$1,919.45			
	404 322 1000 9	INV	11/1/2023	11/1/2023	\$322.82	W 14TH ST LIFT STATION SIMI		\$322.82			
	414 322 1000 7	INV	11/1/2023	11/1/2023	\$58.29	2100 W 3RD AV HIGHWAY 22 S		\$58.29			
	832 435 2970 4	INV	11/1/2023	11/1/2023	\$47.90	1400 W 3RD AVE TRAFFIC SIG		\$47.90			
	052 953 1000 6	INV	11/3/2023	11/3/2023	\$50.81	1587 GRASSLANDS DR		\$50.81			
	106 127 1790 9	INV	11/3/2023	11/3/2023	\$829.31	2475 STATE AVE N MAIN BUIL		\$829.31			
	156 583 1000 6	INV	11/3/2023	11/3/2023	\$65.82	1201 W 3RD AV APRINKLER S		\$65.82			
	195 422 1000 0	INV	11/3/2023	11/3/2023	\$38.92	W 20TH ST W 19TH ST SIREN		\$38.92			
	241 900 7363 5	INV	11/3/2023	11/3/2023	\$314.22	2015 1/2 WAHL ST		\$314.22			
	427 322 1000 2	INV	11/3/2023	11/3/2023	\$2,332.52	989 15TH ST W LIFT 12 STATI		\$2,332.52			
	495 322 1000 9	INV	11/3/2023	11/3/2023	\$129.84	W 13TH ST		\$129.84			
	535 243 1000 9	INV	11/3/2023	11/3/2023	\$137.27	STREET LIGHT CONTROL		\$137.27			
	677 807 9292 4	INV	11/3/2023	11/3/2023	\$177.38	1520 STATE AVE		\$177.38			
	756 122 5199 3	INV	11/3/2023	11/3/2023	\$71.82	2999 W 21ST ST TRAFFIC SIGI		\$71.82			

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**

City of Dickinson

Section 2. Item B.

819 322 1000 8	INV	11/3/2023	11/3/2023	\$51.76	W 3RD AVE W 15TH ST LIGHT	\$51.76
928 009 4722 5	INV	11/3/2023	11/3/2023	\$492.40	2475 STATE AVE GENERATOF	\$492.40
982 386 9285 3	INV	11/3/2023	11/3/2023	\$181.34	2300 W 21ST ST	\$181.34
011 522 1000 9	INV	11/7/2023	11/7/2023	\$804.32	615 W BROADWAY ST ST DEF	\$804.32
034 433 6592 3	INV	11/7/2023	11/7/2023	\$123.34	38 1/2 S STATE AVE	\$123.34
076 608 6751 1	INV	11/7/2023	11/7/2023	\$213.31	2ND ST SW AND STATE AVE	\$213.31
111 522 1000 8	INV	11/7/2023	11/7/2023	\$62.73	635 W BROADWAY WHSE	\$62.73
190 522 1000 2	INV	11/7/2023	11/7/2023	\$161.87	387 S STATE AVE	\$161.87
224 153 1000 6	INV	11/7/2023	11/7/2023	\$69.43	2103 W VILLARD ST ST LITES	\$69.43
253 522 1000 6	INV	11/7/2023	11/7/2023	\$172.27	103 3RD ST SE LIFT STATION	\$172.27
341 522 1000 0	INV	11/7/2023	11/7/2023	\$848.53	500 E BROADWAY LIFT STATI	\$848.53
400 523 8047 0	INV	11/7/2023	11/7/2023	\$336.61	140 6TH AVE SE	\$336.61
402 622 1000 4	INV	11/7/2023	11/7/2023	\$418.02	300 5TH ST SW 5 LIFT STATIO	\$418.02
421 622 1000 1	INV	11/7/2023	11/7/2023	\$239.24	S MAIN LIFT STATION	\$239.24
474 349 8466 3	INV	11/7/2023	11/7/2023	\$49.85	122 1ST ST W FIRST ON FIRS1	\$49.85
499 653 0566 4	INV	11/7/2023	11/7/2023	\$1,721.01	2486 W VILLARD ST	\$1,721.01
511 522 1000 4	INV	11/7/2023	11/7/2023	\$268.18	W BROADWAY #7	\$268.18
542 688 9300 2	INV	11/7/2023	11/7/2023	\$5,088.50	811 W BROADWAY BLDG A	\$5,088.50
656 522 1000 9	INV	11/7/2023	11/7/2023	\$158.78	SW 4TH ST	\$158.78
675 522 1000 6	INV	11/7/2023	11/7/2023	\$44.51	S MAIN	\$44.51
711 522 1000 2	INV	11/7/2023	11/7/2023	\$49.20	W 3RD AVE STORM PUMP TM	\$49.20
742 043 1000 2	INV	11/7/2023	11/7/2023	\$167.16	1099 W BROADWAY ST LIGHT	\$167.16
842 043 1000 1	INV	11/7/2023	11/7/2023	\$205.10	458 E BROADWAY ST STREET	\$205.10
901 522 1000 2	INV	11/7/2023	11/7/2023	\$224.53	625 W BROADWAY ST WATEF	\$224.53

<b>Voucher(s):</b> 40	<b>Aged Totals:</b>	<b>Due</b>			
		\$19,188.08	\$18,682.00	\$506.08	\$0.00
				\$0.00	\$0.00

**Vendor ID:** 5748      **Name:** MORTON SALT, INC.      **Class ID:**      **FED TAX CLAS:** C CORP

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	5402909670	INV	10/31/2023	10/31/2023	\$8,274.64	BULK SOLAR WHITE CRYSTAI		\$8,274.64			
	5402912250	INV	11/3/2023	11/3/2023	\$8,177.85	BULK SOLAR WHITE CRYSTAI		\$8,177.85			

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

5402917349      INV      11/10/2023    11/10/2023      \$8,267.48    23.06    BULK SOLAR WHITE SAI      \$8,267.48

<b>Voucher(s):</b> 3		<b>Aged Totals:</b>	<u>Due</u>		
			\$24,719.97	\$24,719.97	\$0.00    \$0.00    \$0.00

**Vendor ID:** 4722      **Name:** ND DEPT OF TRANSPORTATION-BISMARCK      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	201604 102423	INV	10/24/2023	10/24/2023	\$3,170.52	201604 1-94 BUSINESS LOOP		\$3,170.52			
	202103 102423	INV	10/24/2023	10/24/2023	\$394,369.42	202103 STATE AVE FROM VILL		\$394,369.42			

<b>Voucher(s):</b> 2		<b>Aged Totals:</b>	<u>Due</u>		
			\$397,539.94	\$397,539.94	\$0.00    \$0.00    \$0.00

**Vendor ID:** 424      **Name:** ND LEAGUE OF CITIES      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	11748	INV	9/25/2023	9/25/2023	\$3,060.00	2023 ANNUAL CONFER REGIS			\$3,060.00		

<b>Voucher(s):</b> 1		<b>Aged Totals:</b>	<u>Due</u>		
			\$3,060.00	\$0.00	\$3,060.00    \$0.00    \$0.00

**Vendor ID:** 2008      **Name:** ND ONE CALL INC      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	3104124	INV	10/31/2023	10/31/2023	\$321.30	REG & VOICE CALL OUTS		\$321.30			

<b>Voucher(s):</b> 1		<b>Aged Totals:</b>	<u>Due</u>		
			\$321.30	\$321.30	\$0.00    \$0.00    \$0.00

**Vendor ID:** 405      **Name:** NEWBY'S ACE HARDWARE      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	386823/1	INV	11/1/2023	11/1/2023	\$4.31	RIVET STL 3/16X3/8" PK 25		\$4.31			
	387151/1	INV	11/15/2023	11/15/2023	\$15.29	PADLOCK		\$15.29			

<b>Voucher(s):</b> 2		<b>Aged Totals:</b>	<u>Due</u>		
			\$19.60	\$19.60	\$0.00    \$0.00    \$0.00

**Vendor ID:** 406      **Name:** NEWMAN SIGNS INC      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	TRFINV050161	INV	10/18/2023	10/18/2023	\$808.70	MISC SIGNS FOR CITY OF DIC		\$808.70			
	TRFINV050533	INV	11/3/2023	11/3/2023	\$116.37	MISC SIGNS FOR CITY OF DICKINSON		\$116.37			

<b>Voucher(s):</b> 2		<b>Aged Totals:</b>	<u>Due</u>		
			\$925.07	\$925.07	\$0.00    \$0.00    \$0.00

**Vendor ID:** 435      **Name:** NORTHERN IMPROVEMENT CO(DIX)      **Class ID:**      **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	D 44407	INV	10/12/2023	10/12/2023	\$2,780.40	REMOVAL OF BIT SURFACING			\$2,780.40		
	D 44408	INV	10/12/2023	10/12/2023	\$24,110.80	REMOVAL OF BIT SURFACING			\$24,110.80		

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

<b>Voucher(s):</b> 2	<b>Aged Totals:</b>	<b>Due</b>								
		\$26,891.20	\$0.00	\$26,891.20	\$0.00	\$0.00				

**Vendor ID:** 437      **Name:** NORTHWEST TIRE INC      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	19047892	INV	8/29/2023	8/29/2023	\$40.00	FLAT TIRE REPAIR, TIRE PATC				\$40.00	
	2277491	INV	11/2/2023	11/2/2023	\$39.89	TIRE REPAIR, TIRE PATCH		\$39.89			
	15156751	INV	11/14/2023	11/14/2023	\$1,847.01	NEW TIRES, TRUCK SHIMS, A		\$1,847.01			

<b>Voucher(s):</b> 3	<b>Aged Totals:</b>	<b>Due</b>								
		\$1,926.90	\$1,886.90	\$0.00	\$40.00	\$0.00				

**Vendor ID:** 4400      **Name:** NOVA FIRE PROTECTION INC      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	55887	INV	10/27/2023	10/27/2023	\$845.00	ANNUAL SPRINKLER INSPECT		\$845.00			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>								
		\$845.00	\$845.00	\$0.00	\$0.00	\$0.00				

**Vendor ID:** 9778      **Name:** PELICAN CHEMICALS. INC      **Class ID:**      **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	768982	INV	11/13/2023	11/13/2023	\$14,655.18	HEADWATERS HOT SALT BRI		\$14,655.18			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>								
		\$14,655.18	\$14,655.18	\$0.00	\$0.00	\$0.00				

**Vendor ID:** 2159      **Name:** PENWORTHY COMPANY      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	542702	INV	11/3/2023	11/3/2023	\$150.86	DIP CH BK		\$150.86			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>								
		\$150.86	\$150.86	\$0.00	\$0.00	\$0.00				

**Vendor ID:** 3491      **Name:** PRAIRIE AUTO PARTS INC      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	984012	INV	10/30/2023	10/30/2023	\$16.14	FHP TRUFLEX V BELT		\$16.14			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>								
		\$16.14	\$16.14	\$0.00	\$0.00	\$0.00				

**Vendor ID:** 4553      **Name:** PRAIRIE INDUSTRIES      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	43021	INV	10/31/2023	10/31/2023	\$2,600.08	3 STAFF & 3 INMATES		\$2,600.08			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>								
		\$2,600.08	\$2,600.08	\$0.00	\$0.00	\$0.00				



**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

<b>Vendor ID:</b> 466		<b>Name:</b> PUMP SYSTEMS LLC					<b>Class ID:</b>		<b>FED TAX CLAS:</b>		
<b>Voucher/</b>						<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	PSI 216681	INV	10/24/2023	10/24/2023	\$4,657.03	31/2 HOSE UREF		\$4,657.03			
	PSI 216912	INV	11/1/2023	11/1/2023	\$37.12	BUNG, 2 POLY, BLUE MONSTE		\$37.12			
	00400009	INV	11/6/2023	11/6/2023	\$58.34	WORK DONE ON PRESURE W		\$58.34			
	00400138	INV	11/8/2023	11/8/2023	\$2.72	HB150 POLY		\$2.72			
							<b>Due</b>				
<b>Voucher(s):</b> 4		<b>Aged Totals:</b>					\$4,755.21	\$4,755.21	\$0.00	\$0.00	\$0.00

<b>Vendor ID:</b> 6012		<b>Name:</b> QUADIENT - POSTAGE FUNDING					<b>Class ID:</b>		<b>FED TAX CLAS:</b> C CORP		
<b>Voucher/</b>						<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	0972 050321	CRM	5/3/2021		(\$77.27)	RETURN -POSTAGE		(\$54.54)			
	9161 062721 A	INV	6/27/2021	6/27/2021	\$387.28	POSTAGE FOR LIBRARY 9161					\$387.28
	9161 070121	INV	7/26/2021	7/26/2021	\$54.54	CORRECTING CREDIT ON PO:					\$54.54
	81212775 102923	INV	10/29/2023	10/29/2023	\$1,485.64	POSTAGE/LIBRARY		\$1,485.64			
							<b>Due</b>				
<b>Voucher(s):</b> 4		<b>Aged Totals:</b>					\$1,872.92	\$1,431.10	\$0.00	\$0.00	\$441.82

<b>Vendor ID:</b> 469		<b>Name:</b> QUALITY QUICK PRINT INC					<b>Class ID:</b>		<b>FED TAX CLAS:</b>		
<b>Voucher/</b>						<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	PC-16478	INV	10/30/2023	10/30/2023	\$5,131.20	8K 2023 RECYCLING CALEND/		\$5,131.20			
	915194	INV	11/3/2023	11/3/2023	\$165.00	PAID STAMP-UTILITY BILLING		\$165.00			
	PC-16840	INV	11/13/2023	11/13/2023	\$263.00	1500 #10 WINDOW ENV, 500 B		\$263.00			
							<b>Due</b>				
<b>Voucher(s):</b> 3		<b>Aged Totals:</b>					\$5,559.20	\$5,559.20	\$0.00	\$0.00	\$0.00

<b>Vendor ID:</b> 2433		<b>Name:</b> RADISSON HOTEL BISMARCK					<b>Class ID:</b>		<b>FED TAX CLAS:</b> LLC-P		
<b>Voucher/</b>						<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	528772	INV	10/31/2023	10/31/2023	\$101.50	GUEST SERVICES-DAN MCCA		\$101.50			
							<b>Due</b>				
<b>Voucher(s):</b> 1		<b>Aged Totals:</b>					\$101.50	\$101.50	\$0.00	\$0.00	\$0.00

<b>Vendor ID:</b> 5915		<b>Name:</b> RED ROCK FORD OF DICKINSON					<b>Class ID:</b>		<b>FED TAX CLAS:</b> S CORP		
<b>Voucher/</b>						<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	5066658	INV	10/31/2023	10/31/2023	\$93.02	SWITCH-WINDOW		\$93.02			
	656916/1	INV	11/1/2023	11/1/2023	\$353.85	NEW VEHICLE KEYPAD INSTA		\$353.85			
	5066943	INV	11/6/2023	11/6/2023	\$25.21	HOSE WINDSHIELD		\$25.21			

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

654961/1      INV      11/8/2023    11/8/2023      \$1,622.32    WORK DONE ON F550      \$1,622.32

						<b>Due</b>					
<b>Voucher(s):</b> 4						<b>Aged Totals:</b>	\$2,094.40	\$2,094.40	\$0.00	\$0.00	\$0.00

**Vendor ID:** 485      **Name:** REVOLVING FUNDS-PETTY CASH      **Class ID:**      **FED TAX CLAS:** CITY

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	PETTY CASH SETUP	INV	6/19/2023	6/19/2023	\$1,000.00	PETTY CASH SETUP-LEGACY					\$1,000.00

						<b>Due</b>					
<b>Voucher(s):</b> 1						<b>Aged Totals:</b>	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00

**Vendor ID:** 9783      **Name:** RITZ HOSPITALITY MAGAZINE      **Class ID:**      **FED TAX CLAS:** S CORP

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	15530	INV	11/6/2023	11/6/2023	\$566.00	ADVERTISING-MUSEUM SPR-		\$566.00			

						<b>Due</b>					
<b>Voucher(s):</b> 1						<b>Aged Totals:</b>	\$566.00	\$566.00	\$0.00	\$0.00	\$0.00

**Vendor ID:** 4955      **Name:** RLK ENTERPRISE      **Class ID:** 1099      **FED TAX CLAS:** MISC

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	1801	INV	11/6/2023	11/6/2023	\$2,235.00	CLEANED MISC CITY LOTS		\$2,235.00			

						<b>Due</b>					
<b>Voucher(s):</b> 1						<b>Aged Totals:</b>	\$2,235.00	\$2,235.00	\$0.00	\$0.00	\$0.00

**Vendor ID:** 9635      **Name:** ROBERTS, WINTON      **Class ID:**      **FED TAX CLAS:**

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	MILEAGE 10/23	INV	10/31/2023	10/31/2023	\$96.82	MILEAGE FOR OCTOBER 2023		\$96.82			

						<b>Due</b>					
<b>Voucher(s):</b> 1						<b>Aged Totals:</b>	\$96.82	\$96.82	\$0.00	\$0.00	\$0.00

**Vendor ID:** 609      **Name:** ROUGHRIDER ELECTRIC COOPERATIVE      **Class ID:**      **FED TAX CLAS:**

<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	103699072	INV	11/1/2023	11/1/2023	\$38.82	ALERT SIREN 3343 21ST ST		\$38.82			
	103699076	INV	11/1/2023	11/1/2023	\$198.62	PHASE 3 LANDFILL		\$198.62			
	103699078	INV	11/1/2023	11/1/2023	\$84.60	ST LIGHTS 4TH AVE & 26TH		\$84.60			
	105963001	INV	11/1/2023	11/1/2023	\$32.00	SEWER VAULT		\$32.00			
	105963008	INV	11/1/2023	11/1/2023	\$220.93	NORTH 25TH AVE E & VILLARI		\$220.93			
	3699000	INV	11/1/2023	11/1/2023	\$108.00	WEST 94 LIGHTS		\$108.00			
	3699001	INV	11/1/2023	11/1/2023	\$917.00	10 EAST PUMP STN		\$917.00			
	3699002	INV	11/1/2023	11/1/2023	\$33.00	ST PAT'S CEMETERY		\$33.00			
	3699003	INV	11/1/2023	11/1/2023	\$666.00	150W SODIUM LT		\$666.00			

### AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

3699004	INV	11/1/2023	11/1/2023	\$757.00	250W SODIUM LT	\$757.00
3699005	INV	11/1/2023	11/1/2023	\$60.00	NORTH WATER TOWER	\$60.00
3699007	INV	11/1/2023	11/1/2023	\$159.00	HWY 22 ST LIGHT	\$159.00
3699015	INV	11/1/2023	11/1/2023	\$75.00	LAGOON PUMP CELL #4	\$75.00
3699017	INV	11/1/2023	11/1/2023	\$95.00	LIFT STN #16	\$95.00
3699018	INV	11/1/2023	11/1/2023	\$115.00	LIFT STN #17	\$115.00
3699020	INV	11/1/2023	11/1/2023	\$40.00	E 94 LIGHTS	\$40.00
3699029	INV	11/1/2023	11/1/2023	\$260.00	NEW LANDFILL	\$260.00
3699030	INV	11/1/2023	11/1/2023	\$431.00	LIFT STN #14 21ST ST	\$431.00
3699032	INV	11/1/2023	11/1/2023	\$309.00	MAUSOLEUM	\$309.00
3699035	INV	11/1/2023	11/1/2023	\$4,797.00	BALER BLDG	\$4,797.00
3699036	INV	11/1/2023	11/1/2023	\$30.00	CEMETERY	\$30.00
3699038	INV	11/1/2023	11/1/2023	\$19.00	DICKINSON PLACE	\$19.00
3699039	INV	11/1/2023	11/1/2023	\$67.00	WALMART TRAF CTRL	\$67.00
3699040	INV	11/1/2023	11/1/2023	\$92.00	WATER TANK	\$92.00
3699044	INV	11/1/2023	11/1/2023	\$30.00	TRAFFIC LTS-HWY 22 & 34TH	\$30.00
3699045	INV	11/1/2023	11/1/2023	\$89.00	ND 22 & 34TH ST SW	\$89.00
3699046	INV	11/1/2023	11/1/2023	\$362.00	ANIMAL SHELTER	\$362.00
3699047	INV	11/1/2023	11/1/2023	\$3,877.00	PW BLDG	\$3,877.00
3699048	INV	11/1/2023	11/1/2023	\$71.00	WATER RECLAMATION FACIL	\$71.00
3699049	INV	11/1/2023	11/1/2023	\$349.00	ST LT CIRCUIT	\$349.00
3699050	INV	11/1/2023	11/1/2023	\$177.25	BYPASS LIGHTS	\$177.25
3699051	INV	11/1/2023	11/1/2023	\$164.23	BYPASS LIGHTS	\$164.23
3699052	INV	11/1/2023	11/1/2023	\$203.46	BYPASS LIGHTS	\$203.46
3699053	INV	11/1/2023	11/1/2023	\$348.61	BYPASS LIGHTS	\$348.61
3699055	INV	11/1/2023	11/1/2023	\$148.00	ST LT SERVICE	\$148.00
3699056	INV	11/1/2023	11/1/2023	\$1,856.00	HWY 10 PUMP STN	\$1,856.00
3699057	INV	11/1/2023	11/1/2023	\$143.99	NORTHWEST TOWER	\$143.99
3699058	INV	11/1/2023	11/1/2023	\$196.00	15TH ST & 30TH AVE	\$196.00

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**

City of Dickinson

Section 2. Item B.

3699059	INV	11/1/2023	11/1/2023	\$38.06	BRAUN SUB DIVISION LIGHTS	\$38.06
3699060	INV	11/1/2023	11/1/2023	\$4,936.80	PUBLIC SAFETY CENTER	\$4,936.80
3699061	INV	11/1/2023	11/1/2023	\$140.00	LIGHTS STATES & 21ST	\$140.00
3699062	INV	11/1/2023	11/1/2023	\$174.00	40TH ST LIGHTS	\$174.00
3699063	INV	11/1/2023	11/1/2023	\$33.00	2477 STATE AVE NORTH	\$33.00
3699064	INV	11/1/2023	11/1/2023	\$181.00	3450 STATE AVE	\$181.00
3699065	INV	11/1/2023	11/1/2023	\$902.00	STATE BOOSTER PUMP STN	\$902.00
3699071	INV	11/1/2023	11/1/2023	\$120.00	CALVIN DR & KOCH ST	\$120.00
5963000	INV	11/1/2023	11/1/2023	\$324.00	N RIDGE ST LITE	\$324.00
699031	INV	11/1/2023	11/1/2023	\$54.00	FLASHING BEACON HWY 22	\$54.00
699067	INV	11/1/2023	11/1/2023	\$241.09	4461 12TH ST W	\$241.09
699068	INV	11/1/2023	11/1/2023	\$135.00	STEPHANIE DR & WAHL ST	\$135.00
699069	INV	11/1/2023	11/1/2023	\$121.00	12TH AVE W & MARILYN WAY	\$121.00
699070	INV	11/1/2023	11/1/2023	\$105.00	11TH AVE W & 25TH ST	\$105.00
699073	INV	11/1/2023	11/1/2023	\$42.35	5TH AVE EAST STREET LIGHT	\$42.35
699074	INV	11/1/2023	11/1/2023	\$49.40	ST LIGHTS SIMS AND 24TH ST	\$49.40
699075	INV	11/1/2023	11/1/2023	\$59.15	4TH AVE E & 21ST ST E	\$59.15
963002	INV	11/1/2023	11/1/2023	\$58.14	4TH AVE E & 37TH	\$58.14
963003	INV	11/1/2023	11/1/2023	\$37.73	STREET LIGHTS 10TH AVE SV	\$37.73
963004	INV	11/1/2023	11/1/2023	\$56.21	STREET LIGHTS PRAIRIE OAK	\$56.21
963005	INV	11/1/2023	11/1/2023	\$32.02	STREET LIGHTS 23rd ST SW	\$32.02
963006	INV	11/1/2023	11/1/2023	\$30.00	HWY 10 AND 116TH AVE SW	\$30.00
963007	INV	11/1/2023	11/1/2023	\$124.50	2494 I-94 BUSINESS LOOP E	\$124.50

Voucher(s): 61	<b>Aged Totals:</b>	<b>Due</b>			
		\$25,614.96	\$25,614.96	\$0.00	\$0.00
				\$0.00	

**Vendor ID:** 497      **Name:** RUDY'S LOCK & KEY LLC      **Class ID:**      **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	62416	INV	11/2/2023	11/2/2023	\$252.00	12 #1 PADLOCKS		\$252.00			

Voucher(s): 1	<b>Aged Totals:</b>	<b>Due</b>			
		\$252.00	\$252.00	\$0.00	\$0.00

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

Vendor ID: 42		Name: RUNNINGS SUPPLY INC					Class ID:		FED TAX CLAS:				
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over		
	7786828	INV	10/27/2023	10/27/2023	\$68.18	MISC CLEANING SUPPLIES-SC		\$68.18					
	7786831	INV	10/27/2023	10/27/2023	\$165.74	ICE MELT, BRAKLEEN BRAKE		\$165.74					
	7786913	INV	10/27/2023	10/27/2023	\$63.96	50LB ICE MELT		\$63.96					
	7792819	INV	11/2/2023	11/2/2023	\$312.19	MISC ITEMS FOR SOLID WAS1		\$312.19					
	7793612	INV	11/3/2023	11/3/2023	\$29.99	HITCH PIN RED HEAD		\$29.99					
	7797373	INV	11/7/2023	11/7/2023	\$229.94	RATCHET STRAP, WELD ON		\$229.94					
	7797907	INV	11/8/2023	11/8/2023	\$0.68	POLY TUBING		\$0.68					
	7798813	INV	11/9/2023	11/9/2023	\$19.98	BRUSH, COUNTER DUSTER (2		\$19.98					
<b>Voucher(s): 8</b>							<b>Aged Totals:</b>	<b>Due</b>	<b>\$890.66</b>	<b>\$890.66</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Vendor ID: 4512		Name: SANFORD HEALTH OCCUPATIONAL MEDICINE D					Class ID: 1099		FED TAX CLAS: MEDICAL				
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over		
	742522	INV	10/31/2023	10/31/2023	\$3,346.00	DOT EXAMS. DRUG COLLECT		\$3,346.00					
	745006	INV	10/31/2023	10/31/2023	\$11.25	EMS EDUCATION		\$11.25					
	745008	INV	10/31/2023	10/31/2023	\$3.75	EMS EDUCATION -INSTRU SEI		\$3.75					
<b>Voucher(s): 3</b>							<b>Aged Totals:</b>	<b>Due</b>	<b>\$3,361.00</b>	<b>\$3,361.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Vendor ID: 6349		Name: SCHLABSZ DOROTHY					Class ID:		FED TAX CLAS: OPEB HEALTH INSURANC				
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over		
	HEALTH INS PREM	INV	11/14/2023	11/14/2023	\$256.45	OPEB HLTH BENEFIT		\$256.45					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	<b>Due</b>	<b>\$256.45</b>	<b>\$256.45</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
Vendor ID: 641		Name: SCHMIDT REPAIR INC					Class ID:		FED TAX CLAS:				
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over		
	10478	INV	9/12/2023	9/12/2023	\$150.00	UNIT E1 HOOK UP COMPUTEF				\$150.00			
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	<b>Due</b>	<b>\$150.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$150.00</b>	<b>\$0.00</b>
Vendor ID: TEMP000533		Name: SCHWAB MESSER CONSTRUCTION					Class ID:		FED TAX CLAS:				
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over		
	UTPAY517	INV	11/8/2023	11/8/2023	\$77.56	Utility Account: 1031680.009		\$77.56					

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>			
		\$77.56	\$77.56	\$0.00	\$0.00

<b>Vendor ID:</b> 517	<b>Name:</b> SERVICE PRINTERS	<b>Class ID:</b>	<b>FED TAX CLAS:</b>								
<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	69658	INV	10/26/2023	10/26/2023	\$269.75	1K EA NO 10 REG & WINDO E		\$269.75			
	69669	INV	10/26/2023	10/26/2023	\$221.40	250 ASSESSMENT RECORDS		\$221.40			

<b>Voucher(s):</b> 2	<b>Aged Totals:</b>	<b>Due</b>			
		\$491.15	\$491.15	\$0.00	\$0.00

<b>Vendor ID:</b> 6154	<b>Name:</b> SIGNARAMA	<b>Class ID:</b> 1099	<b>FED TAX CLAS:</b> LLC-P								
<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	D-IN-7316	INV	11/2/2023	11/2/2023	\$140.14	8.5X11 NO WEAPONS WINDO		\$140.14			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>			
		\$140.14	\$140.14	\$0.00	\$0.00

<b>Vendor ID:</b> 2580	<b>Name:</b> SOUTHWEST GRAIN(BULK)	<b>Class ID:</b>	<b>FED TAX CLAS:</b>								
<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	138215	INV	10/24/2023	10/24/2023	\$2,344.17	506.3 GAL DYED DIESEL		\$2,344.17			
	SX9 II9547	INV	10/31/2023	10/31/2023	\$35,995.00	UNLEADED, WINTERMASTER		\$35,995.00			
	138272	INV	11/2/2023	11/2/2023	\$1,203.80	260 GAL DYED DIESEL		\$1,203.80			

<b>Voucher(s):</b> 3	<b>Aged Totals:</b>	<b>Due</b>			
		\$39,542.97	\$39,542.97	\$0.00	\$0.00

<b>Vendor ID:</b> 1041	<b>Name:</b> SOUTHWEST WATER AUTHORITY	<b>Class ID:</b>	<b>FED TAX CLAS:</b>								
<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	00608.00 103123	INV	10/31/2023	10/31/2023	\$66.97	MONTHLY CONSUMPTION		\$66.97			
	00857.00 103123	INV	10/31/2023	10/31/2023	\$545.43	MONTHLY CONSUMPTION		\$545.43			
	04578.00 103123	INV	10/31/2023	10/31/2023	\$87.32	MONTHLY CONSUMPTION		\$87.32			
	04923.00 103123	INV	10/31/2023	10/31/2023	\$265.08	MONTHLY CONSUMPTION		\$265.08			
	INV13705	INV	10/31/2023	10/31/2023	\$494.63	ELECTRICAL COSTS -SEPT 20		\$494.63			

<b>Voucher(s):</b> 5	<b>Aged Totals:</b>	<b>Due</b>			
		\$1,459.43	\$1,459.43	\$0.00	\$0.00

<b>Vendor ID:</b> 5631	<b>Name:</b> SPEE DEE DELIVERY SERVICE, INC	<b>Class ID:</b>	<b>FED TAX CLAS:</b> S CORP								
<b>Voucher/ Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	<b>Description</b>	<b>Writeoff Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>
	906912	INV	10/28/2023	10/28/2023	\$46.68	STANDARD SHIPMENTS		\$46.68			

<b>Voucher(s):</b> 1	<b>Aged Totals:</b>	<b>Due</b>			
		\$46.68	\$46.68	\$0.00	\$0.00

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

<b>Vendor ID:</b> 4081		<b>Name:</b> SRF CONSULTING GROUP INC					<b>Class ID:</b>		<b>FED TAX CLAS:</b>			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	13839.01-21	INV	9/30/2023	9/30/2023	\$641.33	201816 CROOKED CRANE TR/			\$641.33			
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$641.33	\$0.00	\$641.33	\$0.00	\$0.00
<b>Vendor ID:</b> 540		<b>Name:</b> STARK DEVELOPMENT CORP					<b>Class ID:</b>		<b>FED TAX CLAS:</b>			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	STARK DEV	INV	11/28/2023	11/28/2023	\$50,000.00	1% SALES TAX		\$50,000.00				
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00
<b>Vendor ID:</b> 543		<b>Name:</b> STEFFAN'S SAW & BIKE					<b>Class ID:</b> 1099		<b>FED TAX CLAS:</b> SOLE PROP			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	14551	INV	11/7/2023	11/7/2023	\$61.96	MISC SPRATETS		\$61.96				
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$61.96	\$61.96	\$0.00	\$0.00	\$0.00
<b>Vendor ID:</b> 6088		<b>Name:</b> STONERIDGE SOFTWARE, LLC					<b>Class ID:</b>		<b>FED TAX CLAS:</b> LLC-S			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	000076939	INV	11/2/2023	11/2/2023	\$9,214.00	GP ANNUAL ENHANCEMENTS		\$9,214.00				
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$9,214.00	\$9,214.00	\$0.00	\$0.00	\$0.00
<b>Vendor ID:</b> 547		<b>Name:</b> STREICHER'S					<b>Class ID:</b>		<b>FED TAX CLAS:</b>			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	11659434	INV	10/11/2023	10/11/2023	\$3,071.60	MISC ITEMS FOR POLICE DEP		\$3,071.60				
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$3,071.60	\$0.00	\$3,071.60	\$0.00	\$0.00
<b>Vendor ID:</b> 1884		<b>Name:</b> SW VICTIM WITNESS PROGRAM					<b>Class ID:</b>		<b>FED TAX CLAS:</b>			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	103123	INV	11/7/2023	11/7/2023	\$601.71	VICTIM WITNESS FEES-OCT 2		\$601.71				
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$601.71	\$601.71	\$0.00	\$0.00	\$0.00
<b>Vendor ID:</b> 5429		<b>Name:</b> SWEENEY CONTROLS COMPANY					<b>Class ID:</b>		<b>FED TAX CLAS:</b> S CORP			
<b>Voucher/</b>							<b>Writeoff</b>					
<b>Payment No.</b>	<b>Doc Number</b>	<b>Type</b>	<b>Doc Date</b>	<b>Due Date</b>	<b>Doc Amount</b>	Description	<b>Amount</b>	<b>Current Period</b>	<b>31 - 60 Days</b>	<b>61 - 90 Days</b>	<b>91 and Over</b>	
	STDINV18173	INV	11/8/2023	11/8/2023	\$370.00	CONTROLS FACILITY		\$370.00				
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$370.00	\$370.00	\$0.00	\$0.00	\$0.00

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

Vendor ID: 646		Name: SWMCC-PRISONER HOUSING					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	10312023	INV	10/31/2023	10/31/2023	\$6,675.00	PRISONER HOUSING -OCTOB		\$6,675.00				
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$6,675.00	\$6,675.00	\$0.00	\$0.00	\$0.00
Vendor ID: TEMP000532		Name: TAYLOR, MICHAEL & CRYSTELLA					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	UTPAY516	INV	11/8/2023	11/8/2023	\$200.93	Utility Account: 1124510.009		\$200.93				
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$200.93	\$200.93	\$0.00	\$0.00	\$0.00
Vendor ID: 3940		Name: TITAN MACHINERY					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	19019032	INV	11/7/2023	11/7/2023	\$60.50	SWITCH, DRIVING LIGHTS		\$60.50				
	19019033	INV	11/7/2023	11/7/2023	\$400.50	FILTERS, AIR FILTER ELEMEN		\$400.50				
							<b>Due</b>					
<b>Voucher(s): 2</b>							<b>Aged Totals:</b>	\$461.00	\$461.00	\$0.00	\$0.00	\$0.00
Vendor ID: 3978		Name: TOTAL SAFETY US INC					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	6925196-0001	INV	10/31/2023	10/31/2023	\$159.00	GAS, 20H2S/60CO/58LEL. PEN		\$159.00				
	6926021-0001	INV	10/31/2023	10/31/2023	\$46.66	HARDHAT, V GARD, FAS-TRAC		\$46.66				
							<b>Due</b>					
<b>Voucher(s): 2</b>							<b>Aged Totals:</b>	\$205.66	\$205.66	\$0.00	\$0.00	\$0.00
Vendor ID: 6287		Name: TRACKER MANAGEMENT					Class ID: 1099		FED TAX CLAS:		SOLE PROP/SINGLE LLC	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	15771	INV	10/23/2023	10/23/2023	\$2,618.44	10-23-23 DICKINSON-SHAKOP		\$2,618.44				
	15831	INV	10/31/2023	10/31/2023	\$2,596.84	10-31-23 DICKINSON-SHAKOP		\$2,596.84				
							<b>Due</b>					
<b>Voucher(s): 2</b>							<b>Aged Totals:</b>	\$5,215.28	\$5,215.28	\$0.00	\$0.00	\$0.00
Vendor ID: 6432		Name: TRITECH SOFTWARE SYSTEMS					Class ID: 1099		FED TAX CLAS:		C CORP	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	396068	INV	11/3/2023	11/3/2023	\$29.86	FRICRICH FIELD LICENSE		\$29.86				
							<b>Due</b>					
<b>Voucher(s): 1</b>							<b>Aged Totals:</b>	\$29.86	\$29.86	\$0.00	\$0.00	\$0.00
Vendor ID: 9781		Name: VEITZ ARLIN					Class ID:		FED TAX CLAS:		EMPLOYEE REIMBURSE	
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	



**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**  
 City of Dickinson

Section 2. Item B.

AV 111323      INV      11/13/2023    11/13/2023      \$75.00    REIMBURSEMENT -SAFETY G      \$75.00

<b>Voucher(s):</b> 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$75.00	\$75.00	\$0.00	\$0.00

**Vendor ID:** 127      **Name:** VERIZON WIRELESS      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	586846039-00001	INV	11/23/2023	11/23/2023	\$5,975.48	MONTHLY PHONE BILLING		\$5,975.48			

<b>Voucher(s):</b> 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$5,975.48	\$5,975.48	\$0.00	\$0.00

**Vendor ID:** 605      **Name:** WEHNER, DARRYL      **Class ID:**      **FED TAX CLAS:** EMPLOYEE

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	HEALTH INS PREMI	INV	11/15/2023	11/15/2023	\$326.06	OPEB INSURANCE PREMIUM		\$326.06			

<b>Voucher(s):</b> 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$326.06	\$326.06	\$0.00	\$0.00

**Vendor ID:** 607      **Name:** WEST DAKOTA OIL INC      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	340075	INV	10/19/2023	10/19/2023	\$1,889.01	1359 GAL PROPANE		\$1,889.01			
	340321	INV	10/27/2023	10/27/2023	\$18.36	PROPANE		\$18.36			
	340028	INV	11/3/2023	11/3/2023	\$572.40	360 GAL PROPANE		\$572.40			

<b>Voucher(s):</b> 3		<b>Due</b>			
	<b>Aged Totals:</b>	\$2,479.77	\$2,479.77	\$0.00	\$0.00

**Vendor ID:** 4299      **Name:** WESTLIE TRUCK CENTER OF DICKINSON      **Class ID:**      **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	617595	INV	11/7/2023	11/7/2023	\$300.95	BRAKE DISC		\$300.95			
	617635	INV	11/9/2023	11/9/2023	\$642.66	ELEMENT AI DOOR 3		\$642.66			

<b>Voucher(s):</b> 2		<b>Due</b>			
	<b>Aged Totals:</b>	\$943.61	\$943.61	\$0.00	\$0.00

**Vendor ID:** 6324      **Name:** WEX HEALTH INC      **Class ID:**      **FED TAX CLAS:** LLC -C

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	0001837805	INV	10/31/2023	10/31/2023	\$1,119.70	COBRA & FSA MONTHLY		\$1,119.70			

<b>Voucher(s):</b> 1		<b>Due</b>			
	<b>Aged Totals:</b>	\$1,119.70	\$1,119.70	\$0.00	\$0.00

**Vendor ID:** 6369      **Name:** WIDMER ROEL PC      **Class ID:**      **FED TAX CLAS:** C CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	353196	INV	10/31/2023	10/31/2023	\$4,000.00	AUDIT OF 2022 FINANCIAL STI		\$4,000.00			

**AGED TRIAL BALANCE WITH OPTIONS - DETAIL**

City of Dickinson

Section 2. Item B.

Voucher(s): 1		<b>Aged Totals:</b>		<u>Due</u>					
				\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00

**Vendor ID:** 3138      **Name:** WITMER PUBLIC SAFETY GROUP INC      **Class ID:**      **FED TAX CLAS:**

<u>Voucher/ Payment No.</u>	<u>Doc Number</u>	<u>Type</u>	<u>Doc Date</u>	<u>Due Date</u>	<u>Doc Amount</u>	<u>Description</u>	<u>Writeoff Amount</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
	354179	INV	10/26/2023	10/26/2023	\$1,692.23	BULLARD LIGHTWEIGHT FIRE		\$1,692.23			

Voucher(s): 1		<b>Aged Totals:</b>		<u>Due</u>					
				\$1,692.23	\$1,692.23	\$0.00	\$0.00	\$0.00	\$0.00

	<u>Vendors</u>	<u>Due</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
<b>Vendor Totals:</b>	140	\$1,515,983.90	\$1,468,843.25	\$45,412.63	\$286.20	\$1,441.82

## Please Approve the following Manual Checks on 11-21-23

CK#125716	POST BOARD		\$225.00
CK#125717	MESSERLI & KRAMER PA	\$	371.39
CB112023	COMMERCE BANK CREDIT CARD		\$68,962.08

PAYROLL TRANSACTIONS FROM PAY DATE 11		0	\$	-
GROSS WAGES		549495.9	\$	-
<b><u>NET WAGES</u></b>	<b><u>383423.34</u></b>		\$	-
<u>0</u>	\$	-	\$	-
<u>TAXES</u>	\$	-	\$	-
<u>FEDERAL</u>	\$	43,392.52	\$	-
<u>FICA</u>	\$	79,266.44	\$	-
<u>STATE</u>		5333.3	\$	-
	0	-	\$	-
PENSIONS	\$	-	0	
DEFINED BENEFIT - EE	\$	2,152.91	\$	-
DC-A EE	\$	3,023.41	\$	-
<u>DC-A ER</u>	\$	-	2022 FORFEITURES	
NDPERS EE	\$	26,795.05	0	
NDPERS ER	\$	35,736.70	1/0/1900	

Commissioners,

Larry Bares, a dedicated member of the Board, is stepping down, and we have a promising candidate, Mr. Troy Bosch, who we believe is well-suited to fill this important role.

The Board of Adjustment plays a pivotal role in our city's governance, particularly in matters related planning and zoning. This board serves as a vital forum for property owners seeking variances and conditional uses under the City's Zoning Code. These requests are thoroughly evaluated, considering both the City's planning and zoning standards and the overall impact on the community's welfare.

One of the common scenarios this board deals with involves requests for variances in required lot setbacks. Such variances, if granted, allow property owners to build closer to the property line than permitted by the zoning code. Each decision made by the Board of Adjustment significantly influences the development and character of our city.

I would like to highlight some key attributes that make Troy Bosch an excellent candidate for this position. Troy brings a wealth of experience in the homebuilding industry. His commitment to community welfare and understanding of zoning regulations align seamlessly with the responsibilities of the Board of Adjustment

Troy's dedication to upholding planning and zoning standards makes him an ideal candidate for this position. His track record of thoughtful decision-making and his ability to consider the broader implications of each request will undoubtedly contribute to the Board's effectiveness.

In terms of logistics, the Board of Adjustment convenes once a month on the second Monday at 7:30 AM, right here at City Hall. Troy is fully aware of the time commitment and is prepared to invest the necessary effort to fulfill the responsibilities of this position.

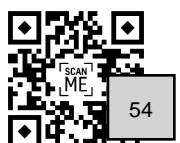
City staff recommends to the City Commission to consider Troy Bosch as the replacement for Larry Bares on the Board of Adjustment. His skills, experience, and commitment make him a valuable asset, and I am confident that he will contribute significantly to the continued success of the Board and, by extension, our city.

Thank You,

*Dustin Dassinger*

Dustin Dassinger

City Administrator



**Rita Binstock**

**From:** Jotform <noreply@jotform.com>  
**Sent:** Thursday, November 9, 2023 4:55 PM  
**To:** Rita Binstock  
**Subject:** Re: Citizen Interest - Troy Bosch  
**Attachments:** 5753832932818518900\_signature\_13.png



---

### Citizen Interest

Name	Troy Bosch
Home Phone	(701) 483-5179
Cell Phone	(701) 590-1518
Address	1649 11TH STREET WEST, Dickinson, ND, 58601
Email	tbosch7@boschlumber.com
Primary Board you are interested in:	<a href="#">Board of Adjustment</a>
Secondary Board you are interested in:	<a href="#">Board of Adjustment</a>
Resume/Biography Upload	<a href="#">Info.docx</a>

I am Interested in serving because:

Interest/Recommendation: Involvement in Community. I currently am involved in the homebuilding industry here in Dickinson and serve on the planning and zoning board. I have an understanding of what the City is trying to accomplish with its guidelines and codes. However there are at times exceptions which deserve a review to determine if what the City is requiring is correct and should be adhered to or if there is a reason to allow a variance possibly.

Signature

A handwritten signature in black ink, appearing to read 'Tony B'. The signature is fluid and cursive, with a long horizontal stroke at the top and a large loop at the bottom.

Date

11-08-2023

---

You can [edit this submission](#) and [view all your submissions](#) easily.

Commissioners,

City staff is recommending approval of the 2024 Tobacco license Renewals. There is a total of 47 and encompass all of our current Tobacco license holders, except Black Market Vape located at 456 15<sup>th</sup> Street West – Suite C. (See attached List)

City Staff Recommends Approval

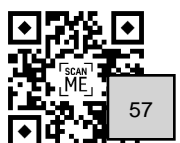
*Dustin Dassinger*

Dustin Dassinger

City Administrator

**2024 TOBACCO LICENSES**

B.P. MARSH ENTERPRISES INC. DBA BERNIE'S ESQUIRE CLUB  
BROTHERHOOD OF ST. ANTHONY  
C. HAIDER INC. DBA SOUTHSIDE SALOON  
CASS OIL CO DBA HOLIDAY STATIONSTORE #225  
COBORNS INCORPORATED DBA CASH WISE  
COBORNS INCORPORATED DBA CASH WISE LIQUOR  
DE PORRES HOUSE OF BARBERING LLC DBA PAUL ELLERKAMP  
DOLGENCORP LLC - DOLLAR GENERAL #23939  
DOLGENCORP LLC - DOLLAR GENERAL #23282  
HOUSE OF BOOZE - DEAN AND DORA VOLESKY  
DON AND LINDA PAUL DBA PONDEROSA LIQUOR  
BLACK CLOVER LLC DBA TOWN AND COUNTRY  
FMD PIT STOP, LLC  
GAS U UP, LLC DBA LUCKY'S  
LEGACY 7 LIQUOR, LLC DBA LUCKY'S LIQUOR  
LEGACY 7 LIQUOR, LLC DBA LUCKY'S LIQUOR  
LEGACY 7 LIQUOR, LLC DBA LUCKY'S LIQUOR  
MAVERICK SALOONS INC.  
MILLER AND HOLMES, INC. DBA M&H  
MINI MART INC. DBA LOAF'N JUG #675 Attention Legal Dept.  
ND LAUNDRY DBA FAST LANE CHECK CASHING  
SPARTAN STORES FUEL, LLC DBA FAMILY FARE QUICK STOP  
#124  
NASH FINCH COMPANY DBA FAMILY FARE #123



NASH FINCH COMPANY DBA FAMILY FARE #123 - LIQUOR STORE

NASH FINCH COMPANY DBA FAMILY FARE #122

PARAGON BOWL, INC.

QUEEN CITY CANDY, INC. DBA BRAUN'S DISTRIBUTING

ROSIES FOOD AND GAS

SIMONSON STATION STORES, INC.

SIMONSON STATION STORES, INC.

SUPERPUMPER #37

T-REX CONOCO INC.

TH INVESTMENTS LLC DBA LIQUOR WAREHOUSE

TH INVESTMENTS LLC DBA SOUTHVIEW LIQUORS

THE ROCK INC.

TIGER DISCOUNT INC.

TRI ENERGY CENEX VILLARD

TRI ENERGY CENEX MUSEUM

TRI ENERGY CENEX GENERAL

VAPES - BRAD COLEMAN

ELEVATE - BRAD COLEMAN

WALMART STORES INC. DBA WALMART #1567

OZARK SPIRITS, LLC DBA WALMART #1567

WEST DAKOTA OIL INC.

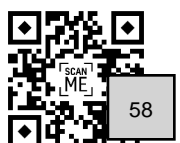
SALT OF THE EARTH, LLC

THE HUB CONVENIENCE STORES INC.

FAMILY DOLLAR

**DID NOT RENEW FOR 2024**

Arslane Qazi - 456 15th Street W- Suite C (Black Market Vape)





**2024 TOBACCO LICENSES**

1003438 B.P. MARSH ENTERPRISES INC. DBA BERNIE'S ESQUIRE CLUB  
1003439 BROTHERHOOD OF ST. ANTHONY  
1003440 C. HAIDER INC. DBA SOUTHSIDE SALOON  
1003441 CASS OIL CO DBA HOLIDAY STATIONSTORE #225  
1003442 COBORNS INCORPORATED DBA CASH WISE  
1003443 COBORNS INCORPORATED DBA CASH WISE LIQUOR  
1003444 DE PORRES HOUSE OF BARBERING LLC DBA PAUL ELLERKAMP  
1003445 DOLGENCORP LLC - DOLLAR GENERAL #23939  
1003446 DOLGENCORP LLC - DOLLAR GENERAL #23282  
1003447 HOUSE OF BOOZE - DEAN AND DORA VOLESKY  
1003448 DON AND LINDA PAUL DBA PONDEROSA LIQUOR  
1003449 BLACK CLOVER LLC DBA TOWN AND COUNTRY  
1003450 FMD PIT STOP, LLC  
1003451 GAS U UP, LLC DBA LUCKY'S  
1003452 LEGACY 7 LIQUOR, LLC DBA LUCKY'S LIQUOR  
1003453 LEGACY 7 LIQUOR, LLC DBA LUCKY'S LIQUOR  
1003454 LEGACY 7 LIQUOR, LLC DBA LUCKY'S LIQUOR  
1003455 MAVERICK SALOONS INC.  
1003456 MILLER AND HOLMES, INC. DBA M&H  
1003457 MINI MART INC. DBA LOAF'N JUG #675 Attention Legal Dept.  
1003458 ND LAUNDRY DBA FAST LANE CHECK CASHING  
1003459 SPARTAN STORES FUEL, LLC DBA FAMILY FARE QUICK STOP #124  
1003460 NASH FINCH COMPANY DBA FAMILY FARE #123  
1003461 NASH FINCH COMPANY DBA FAMILY FARE #123 - LIQUOR STORE  
1003462 NASH FINCH COMPANY DBA FAMILY FARE #122  
1003463 PARAGON BOWL, INC.  
1003464 QUEEN CITY CANDY, INC. DBA BRAUN'S DISTRIBUTING  
1003465 ROSIES FOOD AND GAS  
1003466 SIMONSON STATION STORES, INC.  
1003467 SIMONSON STATION STORES, INC.  
1003468 SUPERPUMPER #37  
1003469 T-REX CONOCO INC.  
1003470 TH INVESTMENTS LLC DBA LIQUOR WAREHOUSE  
1003471 TH INVESTMENTS LLC DBA SOUTHVIEW LIQUORS  
1003472 THE ROCK INC.  
1003473 TIGER DISCOUNT INC.  
1003474 TRI ENERGY CENEX VILLARD  
1003475 TRI ENERGY CENEX MUSEUM  
1003476 TRI ENERGY CENEX GENERAL  
1003477 VAPES - BRAD COLEMAN  
1003478 ELEVATE - BRAD COLEMAN  
1003479 WALMART STORES INC. DBA WALMART #1567  
1003480 OZARK SPIRITS, LLC DBA WALMART #1567  
1003481 WEST DAKOTA OIL INC.  
1003482 SALT OF THE EARTH, LLC  
1003483 THE HUB CONVENIENCE STORES INC.

1003485 FAMILY DOLLAR

**DID NOT RENEW FOR 2024**

Arslane Qazi - 456 15th Street W- Suite C

Commissioners,

As we approach the end of the current calendar year, it is imperative to address the matter of liquor license renewals for the year 2024.

The majority of establishments have diligently submitted their renewal applications for the upcoming year. Please find attached a list of these establishments for your perusal.

**Commercial On-Sale/Off-Sale**

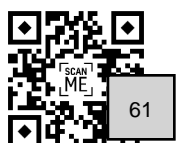
BP Marsh Enterprises Inc. DBA Bernie's Esquire Club  
C. Haider DBA Southside Saloon  
Coborn's Inc. DBA Cash Wise Liquor #3044  
Donlin Enterprises DBA Ponderosa Liquor  
black Clover LLC DBA Dickinson Town and Country  
HOB Enterprise DBA House of Booze  
JK3S, LLC DBA Spur Bar and Lounge  
Legacy 7 LLC DBA Lucky's Liquor  
Legacy 7 LLC DBA Lucky's Liquor  
Maverick's Saloon  
Nash Finch Company DBA Family Fare #123  
Neighbors Local Bar  
Ozark Spirits LLC - Wal-Mart Stores  
Paragon Bowl DBA Champs Sports Club  
TH Investments LLC DBA Southview Liquor  
TH Investments LLC DBA Liquor Warehouse  
The Rock

**MOTEL/HOTEL**

Grand Dakota Hospitality DBA Grand Dakota Lodge  
Heritage Hospitality LLC DBA Astoria Hotel and Event Center

**LODGE/CLUB**

Brotherhood of St. Anthony  
Dickinson Eagles Club



Elks Lodge #1137

**RESTAURANT**

Applewest Inc. DBA Applebees Inc.  
Blackridge Capital LLC DBA Blue 42 Sports Grille  
and Bar  
Edgewood Dickinson LLC  
El Sombrero Inc.  
JD'S BBQ  
Los Cabos Family Mexican Restaurant, LLC  
Phat Fish  
Players Sports Bar and Grill  
Sakura  
Sanfords Grub and Pub of ND Inc.  
The Crossing  
The Grub Tub  
Wings of Minot

**BEER AND WINE CONCESSION**

Badlands Big Sticks Baseball

**MICROBREWERY**

Phat Fish

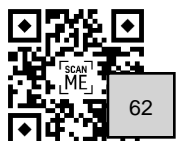
**BEER ONLY**

Dakota Kid LLC DBA Qdoba Mexican Grill  
DePorres House of Barbering  
Just-In Glass dba Just Golf  
Mens Den Salon  
Francisco Herrera DBA El Paricutin Mexican Food  
King Buffet  
Melanie Oltmanns DBA Eyewear Concepts

Three establishments have decided not to seek renewal for the year 2024. These establishments are as follows:

- Country Kitchen
- Dakota Diner
- Homestay Lounge and Operations

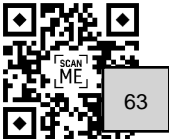
Additionally, we have not received a renewal application from Final Final. City staff has been in contact with them, reminding them of the process.



City staff has completed the background checks, and reviewed the applications. City staff recommends approval of the applicants we received.

Thank You,

Dustin Dassinger



**2024 Liquor License**  
**Commerical On-Sale/Off-Sale**

- 1003488 BP Marsh Enterprises Inc. DBA Bernie's Esquire Club
- 1003489 C. Haider DBA Southside Saloon
- 1003490 Coborn's Inc. DBA Cash Wise Liquor #3044
- 1003491 Donlin Enterprises DBA Ponderosa Liquor
- 1003492 black Clover LLC DBA Dickinson Town and Country
- 1003493 HOB Enterprise DBA House of Booze
- 1003494 JK3S, LLC DBA Spur Bar and Lounge
- 1003495 Legacy 7 LLC DBA Lucky's Liquor
- 1003496 Legacy 7 LLC DBA Lucky's Liquor
- 1003497 Maverick's Saloon
- 1003498 Nash Finch Company DBA Family Fare #123
- 1003499 Neighbors Local Bar
- 1003500 Ozark Spirits LLC - Wal-Mart Stores
- 1003501 Paragon Bowl DBA Champs Sports Club
- 1003502 TH Investments LLC DBA Southview Liquor
- 1003503 TH Investments LLC DBA Liquor Warehouse
- 1003504 The Rock

**MOTEL/HOTEL**

- 1003505 Grand Dakota Hospitality DBA Grand Dakota Lodge
- 1003506 Heritage Hospitality LLC DBA Astoria Hotel and Event Center

**LODGE/CLUB**

- 1003508 Brotherhood of St. Anthony
- 1003509 Dickinson Eagles Club
- 1003510 Elks Lodge #1137

**RESTAURANT**

- 1003511 Applewest Inc. DBA Applebees Inc.
- 1003512 Blackridge Capital LLC DBA Blue 42 Sports Grille and Bar
- 1003513 Edgewood Dickinson LLC
- 1003514 El Sombrero Inc.
- 1003515 JD'S BBQ
- 1003516 Los Cabos Family Mexican Restaurant, LLC
- 1003517 Phat Fish
- 1003518 Players Sports Bar and Grill
- 1003519 Sakura
- 1003520 Sanfords Grub and Pub of ND Inc.
- 1003521 The Crossing
- 1003522 The Grub Tub
- 1003523 Wings of Minot

**BEER AND WINE CONCESSION**

1003524 Badlands Big Sticks Baseball

**MICROBREWERY**

1003525 Phat Fish

**BEER ONLY**

1003526 Dakota Kid LLC DBA Qdoba Mexican Grill

1003527 DePorres House of Barbering

1003528 Just-In Glass dba Just Golf

1003529 Mens Den Salon

1003530 Francisco Herrera DBA El Paricutin Mexican Food

1003531 King Buffet

1003532 Melanie Oltmanns DBA Eyewear Concepts

No Return

Final Final

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: ESQUIRE CLUB  
DATE: 11/03/2023

BACKGROUND INVESTIGATION:

Bernie Marsh  
Paulette Marsh  
Maxsonn Marsh

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Bernie Marsh \*\*No Criminal History Found\*\*

Paulette Marsh \*\*No Criminal History Found\*\*

**Maxsonn Marsh** -2009 MIP, Resisting Arrest, Obstruction. 2007 Minor in Consumption X2.



---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** C HAIDER INC. DBA SOUTHSIDE SALOON  
**DATE:** 11/06/2023

---

**BACKGROUND INVESTIGATION:**

Curtis Haider

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Curtis Haider \*\*No criminal history found\*\*

P# 100 3489

23-10

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** CASHWISE LIQUOR  
**DATE:** 11/07/2023

---

**BACKGROUND INVESTIGATION:**

Sandra Hendrickson  
Christopher Michael Coborn  
David Norman Meyer  
James Francis Shaw  
David Edward Best

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

ND Courts  
City of Dickinson contacts  
NCIC  
CJIS

This search revealed the following criminal history:

Sandra Hendrickson \*\*No criminal history found\*\*  
Christopher Michael Coborn \*\*No criminal history found\*\*  
David Norman Meyer \*\*No criminal history found\*\*  
James Francis Shaw \*\*No criminal history found\*\*  
David Edward Best \*\*No criminal history found\*\*

PH#1003490

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** TOWN & COUNTRY LIQUORS  
**DATE:** 11/06/2023

---

**BACKGROUND INVESTIGATION:**

Casey Paul

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Casey Paul \*\*No criminal history found.\*\*

23-10890

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: PONDEROSA LIQUOR  
DATE: 11/06/2023

BACKGROUND INVESTIGATION:

Don Paul  
Linda Paul

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Don Paul \*\*No criminal history found\*\*  
Linda Paul \*\*No criminal history found\*\*

P # 100 8492

23-10

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** HOUSE OF BOOZE LLC  
**DATE:** 11/06/2023

---

**BACKGROUND INVESTIGATION:**

Dora Volesky  
Dean Volesky

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Dora Volesky \*\*No criminal history found\*\*  
Dean Volesky \*\*No criminal history found\*\*

*PH 1003493*

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: SPUR BAR AND LOUNGE  
DATE: 11/03/2023

BACKGROUND INVESTIGATION:

- Stephan Hoerner
- Jason Rodakowski
- Scott Bullinger
- Scott Decker
- Keith Schwindt
- Mary Jacobson

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

- Stephan Hoerner \*\*No criminal history found\*\*
- Jason Rodakowski\*\*No criminal history found\*\*
- Scott Bullinger\*\*No criminal history found\*\*
- Scott Decker-2001 Reckless Driving & 2004 Loud party
- Keith Schwindt\*\*No criminal history found\*\*
- Mary Jacobson- 2022-DUI Refusal/ND DL Revoked

P100 3494

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** LEGACY 7 LIQUOR, LLC LUCKY'S LIQUOR (E. VILLARD)  
**DATE:** 11/017/2023

---

**BACKGROUND INVESTIGATION:**

Steve Ludwig  
Tim Lantz

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Steve Ludwig \*\*No criminal history found\*\*  
Tim Lantz \*\*No criminal history found\*\*



23-106

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: LEGACY 7 LIQUOR, LLC DBA LUCKY'S LIQUOR (12 ST. W)  
DATE: 11/07/2023

BACKGROUND INVESTIGATION:

Tim Lantz  
Steve Ludwig

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Tim Lantz \*\*No criminal history found\*\*  
Steve Ludwig \*\*No criminal history found\*\*

P# 1003496



INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: MAVERICKS SALOON  
DATE: 11/06/2023

BACKGROUND INVESTIGATION:

Byran Nelson  
Sandra Nelson

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Bryan Nelson- 1995 MIP  
Sandra Nelson \*\*No criminal history found\*\*

PH 100 3497

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: NASH-FINCH COMPANY DBA FAMILY FARE #123  
DATE: 11/08/2023

BACKGROUND INVESTIGATION:

Tony B. Sarsam  
Jason P. Monaco  
Ileana McAlary

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Tony B. Sarsam \*\*No criminal history found\*\*  
Jason P. Monaco \*\*No criminal history found\*\*  
Ileana McAlary \*\*No criminal history found\*\*

P  
1003498





23-10417

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** CHAMPS SPORTS CLUB  
**DATE:** 11/03/2023

---

**BACKGROUND INVESTIGATION:**

John Mueller  
Bernice Mueller

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

John Mueller-2001 Open Container  
Bernice Mueller \*\*No criminal history found\*\*

P # 1003501

23-10

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: SOUTHVIEW LIQOUR  
DATE: 11/06/2023

BACKGROUND INVESTIGATION:

Tracy Tooz  
Jon Stang  
Scott Klug

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Tracy Tooz- 1992 MIP  
Jon Stang- 1999 Misrepresentation in application fo, or alter license or permit  
Scott Klug \*\*No criminal history found\*\*

#1003502

23-10

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** LIQUOR WAREHOUSE  
**DATE:** 11/06/2023

---

**BACKGROUND INVESTIGATION:**

Tracy Tooz  
Jon Stang  
Scott Klug

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Tracy Tooz- 1992 MIP  
Jon Stang- 1999 Misrepresentation in application fo, or alter license or permit  
Scott Klug \*\*No criminal history found\*\*

P# 100 3503

23-10555

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: THE ROCK  
DATE: 11/06/2023

BACKGROUND INVESTIGATION:

Kathy L Fisher  
Tori Barnum  
Traci Barnum  
Tina Johnson  
Todd P Fisher

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Kathy L Fisher \*\*No criminal history found\*\*  
Tori Barnum \*\*No criminal history found\*\*  
Traci Barnum \*\*No criminal history found\*\*  
Tina Johnson \*\*No criminal history found\*\*  
Todd P Fisher- License Suspended, 2003 Loud party, 10/2023 Duty upon striking.

PH 1003504



23-10549

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** ROOSEVELT GRAND DAKOTA LOUNGE  
**DATE:** 11/06/2023

---

**BACKGROUND INVESTIGATION:**

Darinder Pandher  
Elaine Myran

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Darinder Pandher **\*\*No criminal history found\*\***  
Elaine Myran **\*\*No criminal history found\*\***

*[Handwritten signature]*  
1# 1003505

23-10550

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: ASTORIA HOTEL  
DATE: 11/01/2023

BACKGROUND INVESTIGATION:

Hitesh Patel

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Hitesh Patel \*\*No criminal history found\*\*

# 1003506

23-10

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** BROTHERHOOD OF ST. ANTHONY  
**DATE:** 11/06/2023

---

**BACKGROUND INVESTIGATION:**

- Emily Hood
- Darran Decker
- Juleen Roszkowski
- Lucinda Koeplin
- Walter Crandall
- Victoria Crandall
- Larry Gass

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

- Emily Hood- 2017 DUI
- Darran Decker- 2004 Simple Assault
- Juleen Roszkowski \*\*No criminal history found\*\*
- Lucinda Koeplin \*\*No criminal history found\*\*
- Walter Crandall \*\*No criminal history found\*\*
- Victoria Crandall \*\*No criminal history found\*\*
- Larry Gass \*\*No criminal history found\*\*

P# 100 3508

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: DICKINSON EAGLES CLUB  
DATE: 11/07/2023

BACKGROUND INVESTIGATION:

- Douglas Pasicznyk
- Thomas Gray
- Jake Siewert
- David Dolechek
- Loren Wanner
- Nick Lambert
- Alex Scherr
- Sarah Ruffin
- Aaron Praus
- Michael Scherr
- Pat Wanner
- Neil Meduna

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

- Douglas Pasicznyk- 1994 Poss/Consumption of Alcohol under 21
- Thomas Gray- 2012 DUI
- Jake Siewert \*\*No criminal history found\*\*
- David Dolechek- 1990 Leaving the Scene MV accident, 1994 DUI, 2021 DUI
- Loren Wanner \*\*No criminal history found\*\*

P# 1003509

**Continued Dickinson Eagles Club**

Nick Lambert \*\*No criminal history found\*\*

Alex Scherr \*\*No criminal history found\*\*

Sarah Ruffin \*\*No criminal history found\*\*

Aaron Praus \*\*No criminal history found\*\*

Michael Scherr \*\*No criminal history found\*\*

Pat Wanner \*\*No criminal history found\*\*

Neil Meduna- 2001 DUI, 2013 DUI, 2016 Reckless Driving, 2019 DUI, 2019  
Leaving the scene MV accident.

23-10509

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: LT. TRAVIS LEINTZ  
SUBJECT: DICKINSON ELKS LODGE  
DATE: 10/31/2023

BACKGROUND INVESTIGATION:

- John Reger
- Linda Candrian
- Mike West
- Nick Weir
- Stephany Reger
- Issac Egli
- Aaron Johansen
- Jessica Beehler
- Jonathan Stevenson
- Blaine Decker
- Jon Stang
- Clint Heim
- Todd Tooz
- Robert Nalewaja
- Sasha Harris

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

P # 1003510

This search revealed the following criminal history:

**John Reger- 2000- NSF**

**Clint Heim- 1995- DUI, 2007 Assault plead to disorderly conduct, 2018- DUI  
plead to Reckless Driving**

23-10556

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: APPLEBEES, APPLEWEST INC.  
DATE: 11/06/2023

BACKGROUND INVESTIGATION:

Myron Dale Thompson  
Chad Cody Thompson  
Tadd William Demars  
Leah Lauren Bjerklie  
Marguerite Cecelia Nessel

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Myron Dale Thompson \*\*No criminal history found\*\*  
Chad Cody Thompson 04/2001 Possession of Alcohol, Open Container in a MV.  
Tadd William Demars \*\*No criminal history found\*\*  
Leah Lauren Bjerklie \*No criminal history found\*\*  
Marguerite Cecelia Nessel \*\*No criminal history found\*\*

P #10035 11



---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** BLACKRIDGE CAPITAL, LLC DBA BLUE 42 SPORTS GRILLE & BAR  
**DATE:** 11/06/2023

---

**BACKGROUND INVESTIGATION:**

Michael Lefor  
Sherryl Lefor  
Brett Lefor

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Michael Lefor **\*\*No criminal history found\*\***  
Sherryl Lefor **\*\*No criminal history found\*\***  
Brett Lefor **\*\*No criminal history found\*\***

P  
# 1003512

73-10383

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: LT. TRAVIS LEINTZ  
SUBJECT: <sup>copy</sup> EDWOOD HAWKS POINT  
DATE: 10/31/2023

BACKGROUND INVESTIGATION:

Philip Gisi  
Alan Silletto  
Carrie Zimmerman

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

**Alan Silletto**

**2001- Alcoholic Beverages & Minors**

P  
#1003513

23-10420

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: EL SOMRERO INC  
DATE: 11/01/2023

BACKGROUND INVESTIGATION:

Felipe Aguirre  
Adriana Aguirre

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Felipe Aguirre: \*\*No criminal history found\*\*

Adriana Aguirre: \*\*No criminal history found\*\*

P# 1083514

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** LT. TRAVIS LEINTZ  
**SUBJECT:** JDS BBQ LIQUOR LICENSE  
**DATE:** 10/31/2023

---

**BACKGROUND INVESTIGATION:**

Jeremy Ross

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

- 2009- Committing a fraudulent insurance act**
- 2010- Driving without liability insurance**
- 2011- Prohibited possession of firearm**
- 2011- Disobedience of judicial order**

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** LT. TRAVIS LEINTZ  
**SUBJECT:** LOS COBOS FAMILY MEXICAN REST. LIQUOR LICENSE  
**DATE:** 10/31/2023

---

**BACKGROUND INVESTIGATION:**

Omar Mendoza Molina

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

**\*\*No history found\*\***

P  
# 1003516

23-10380

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** LT. TRAVIS LEINTZ  
**SUBJECT:** PHAT FISH BREWING  
**DATE:** 10/31/2023

---

**BACKGROUND INVESTIGATION:**

Kelli Scharf

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

**\*\*No history found\*\***

P #1003517

23-103

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: LT. TRAVIS LEINTZ  
SUBJECT: PLAYERS SPORTS BAR & GRILL LIQUOR LICENSE  
DATE: 10/31/2023

BACKGROUND INVESTIGATION:

Micheal Fisher  
Scott Wax  
Autumn Fisher (Trust)  
Robert L Eilts

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

**Micheal Fisher-**

- 2001- DUI
- 2022- Simple Assault (Summons needs to be served)

- Scott Wax- **\*\*No history found\*\***
- Autumn Fisher- **\*\*No history found\*\***
- Robert L Eilts- **\*\*No history found\*\***

P # 1003518

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: LT. TRAVIS LEINTZ  
SUBJECT: SAKURA STEAK HOUSE LIQUOR LICENSE  
DATE: 10/31/2023

BACKGROUND INVESTIGATION:

Qin Chen

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

**\*\*No history found\*\***

P  
# 100 3519



23-1055

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: SANFORDS GRUB & PUB  
DATE: 11/06/2023

BACKGROUND INVESTIGATION:

James Yates  
William Yates  
Jacob Trinneer

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

James Yates \*\*No criminal history found\*\*

William Yates \*\*No criminal history found\*\*

Jacob Trinneer 03/2020 MIC, 08/2021 Possession MJ Infraction

P # 100 3520

23-10599

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: THE CROSSING INC DBA BRICKHOUSE GRILLE  
DATE: 11/06/2023

BACKGROUND INVESTIGATION:

Seth Murphy  
Chantel Murphy

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Seth Murphy- 12/2005 Use of artificial light to hunt big game (deer), 12/2005, Hunting w/o a big game license (deer), 05/2007 DUS, 10/2007 DUS

Chantel Murphy \*\*No criminal history found\*\*

P#100 3521

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** THE GRUB TUB  
**DATE:** 11/06/2023

---

**BACKGROUND INVESTIGATION:**

Eric Burruss  
Shannon Carson (Burruss)

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Eric Burruss- 01/2011 Possession of a dangerous weapon, 07/2012 Reckless Driving, 01/2014 Disorderly Conduct

Shannon Carson (Burruss) **\*\*No criminal history found\*\***

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** BUFFALO WILD WINGS  
**DATE:** 11/08/2023

---

**BACKGROUND INVESTIGATION:**

Kenneth Herslip  
JaNelle Herslip  
Danielle Reichenberger  
Samantha Herslip

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Kenneth Herslip \*\*No criminal history found\*\*  
JaNelle Herslip \*\*No criminal history found\*\*  
Danielle Reichenberger \*\*No criminal history found\*\*  
Samantha Herslip \*\*No criminal history found\*\*

PH 1003523

23-10419

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** BADLANDS BIG STICKS BASEBALL CLUB, LLC  
**DATE:** 11/03/2023

---

**BACKGROUND INVESTIGATION:**

David Ouelette  
Jason Hophauf

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

David Ouellette \*\*No criminal history found\*\*  
Jason Hopfauf \*\*No criminal history found\*\*

*P# 1003524*

73-1070

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: LT. TRAVIS LEINTZ  
SUBJECT: PHAT FISH BREWING  
DATE: 10/31/2023

BACKGROUND INVESTIGATION:

Kelli Scharf  
Anthony Scharf  
Clinton Jackson  
Jerri Jackson  
Lonnie Kern  
Nevada Crimmins

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

**Anthony Scharf**

**2020- ND Courts- Disorderly Conduct (Dismissed)- No contact order has expired.**

PH 1003525

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** DAKOTA KID, LLC DBA QDOBA  
**DATE:** 11/03/2023

---

**BACKGROUND INVESTIGATION:**

Chad Thompson  
Angie Thompson  
Leah Bjerklie

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Chad Thompson-2001 MIP & Open Container in MV  
Angie (Angela) Thompson \*\*No criminal history found\*\*  
Leah Bjerklie \*\*No criminal history found\*\*

Pl 1003526



23-10382

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: LT. TRAVIS LEINTZ  
SUBJECT: DE PORRES HOUSE OF BARBERING LLC  
DATE: 10/31/2023

BACKGROUND INVESTIGATION:

Paul Ellerkamp  
Derek Wendt  
Patrick Ahmann

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

**\*\*No history found\*\***

P# 1003527



23-10557

INTEROFFICE MEMORANDUM

TO: CHIEF CIANNI  
FROM: JEREMY MOSER  
SUBJECT: JUST GOLF  
DATE: 11/06/2023

BACKGROUND INVESTIGATION:

Justin Olson

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Justin Olson- 04/1994 Driving w/o liability insurance, 12/2008 Disorderly Conduct.

# 100 3528

23-10423

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** MENS DEN SALON  
**DATE:** 11/03/2023

---

**BACKGROUND INVESTIGATION:**

Cory Branson  
Laurie Branson

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Cory Branson-2005 Driving under the influence  
Laurie Branson \*\*No criminal history found\*\*

*PH* 1003529

23-10545

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** EL PARICUTIN MEXICAN FOOD  
**DATE:** 11/06/2023

---

**BACKGROUND INVESTIGATION:**

Francisco Herrera

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Francisco Herrera \*\*No criminal history found\*\*

P#1003530

73-103

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** LT. TRAVIS LEINTZ  
**SUBJECT:** KING BUFFET LIQUOR LICENSE  
**DATE:** 10/31/2023

---

**BACKGROUND INVESTIGATION:**

Xiumin Zhang

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

**\*\*No History found\*\***

PH 1003531

23-1054

---

---

INTEROFFICE MEMORANDUM

---

---

**TO:** CHIEF CIANNI  
**FROM:** JEREMY MOSER  
**SUBJECT:** MELANIE OLTMANN'S O.D P.C DBA EYEWEAR CONCEPTS  
**DATE:** 11/06/2023

---

**BACKGROUND INVESTIGATION:**

Melanie Miller  
Nate Shilman

Pursuant to your request, a criminal background check has been conducted on the individual(s) listed above for the purpose of liquor licensing in the City of Dickinson. Resources used included:

- ND Courts
- City of Dickinson contacts
- NCIC
- CJIS

This search revealed the following criminal history:

Melanie Miller \*\*No criminal history found\*\*  
Nate Shilman \*\*No criminal history found\*\*

P # 100 3532

Commissioners,

As you may recall, the Legacy Square Concession License auction last year had a minimum bid of \$10,000, and the awarded bidder was required to pay 20% of their gross sales to the city for the duration of the license. This year, we are proposing some adjustments to the terms in an effort to align with current circumstances and ensure the continued success of our local businesses.

For the upcoming year, we are suggesting a reduced minimum bid of \$3,000. This figure reflects the cost of renewing a Class A liquor license, making it more accessible for potential bidders. Interested parties would submit to the city a sealed bid for the license. Opening of sealed bids shall be held at the time and date set by the city. In the event of a bid amount being tied, those parties shall have the opportunity to improve their written bid by an auction process.

Additionally, we are recommending a decrease in the percentage of gross sales that the awarded bidder will be required to pay, down to 10%. We believe that these adjustments will not only encourage more participation in the bidding process but will also provide our local businesses with a more favorable economic environment.

Furthermore, in an effort to enhance the overall experience and safety of events at Legacy Square, we are maintaining the requirement for wristbands for attendees for who are at least 21 years of age and want to consume alcoholic beverages. These wristbands will be priced at \$2 each, with the proceeds contributing to the maintenance and improvement of Legacy Square facilities.

In summary, the proposed changes for the 2024 Legacy Square Liquor License include a reduced minimum bid of \$3,000, a 10% gross sales requirement for the awarded bidder, and \$2 wristbands for event attendees. These adjustments aim to strike a balance between fostering economic growth and ensuring the responsible management of events at Legacy Square.

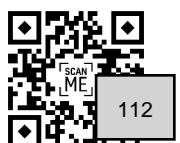
An informational forum for liquor license holders eligible, which is the On/Off Sale License or a Lodge/ Club License, to bid on the Legacy Square Concession license, is scheduled for November, 28<sup>th</sup> at 4pm at city hall.

City Staff is recommending approval of these changes.

Thank You,

Dustin Dassinger

City Administrator



# Monthly Financial Report

Presented by: Finance Department

Consideration to Approve





## Treasurer's Report as of October 31<sup>st</sup>, 2023

➤ General Checking	\$ 144,727
➤ Demand Deposit	\$ 35,000,000
➤ Money Market	<u>\$ 27,946,188</u>
➤ Cash Total	\$ 63,090,915

➤ This includes Restricted and Committed funds.

➤ Current Interest Rate on Cash Accounts 3.30%

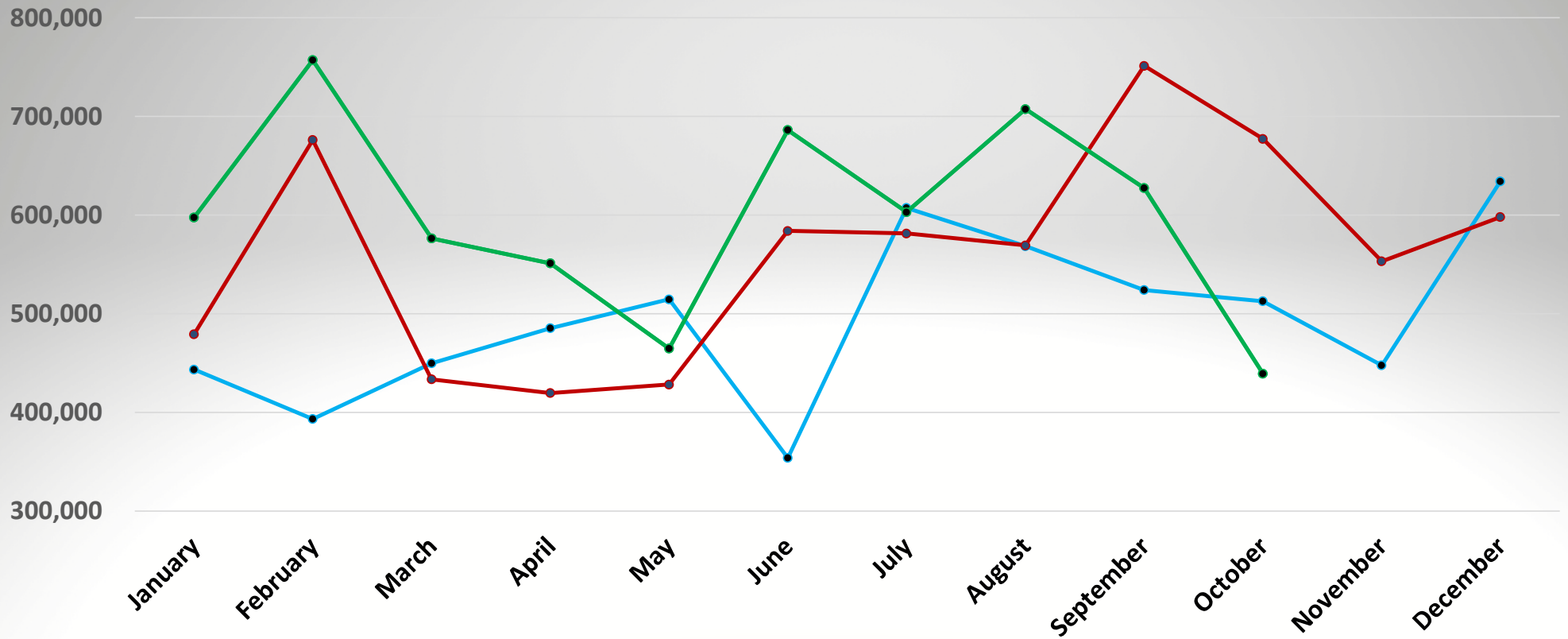




## Investments as of October 30<sup>th</sup> 2023

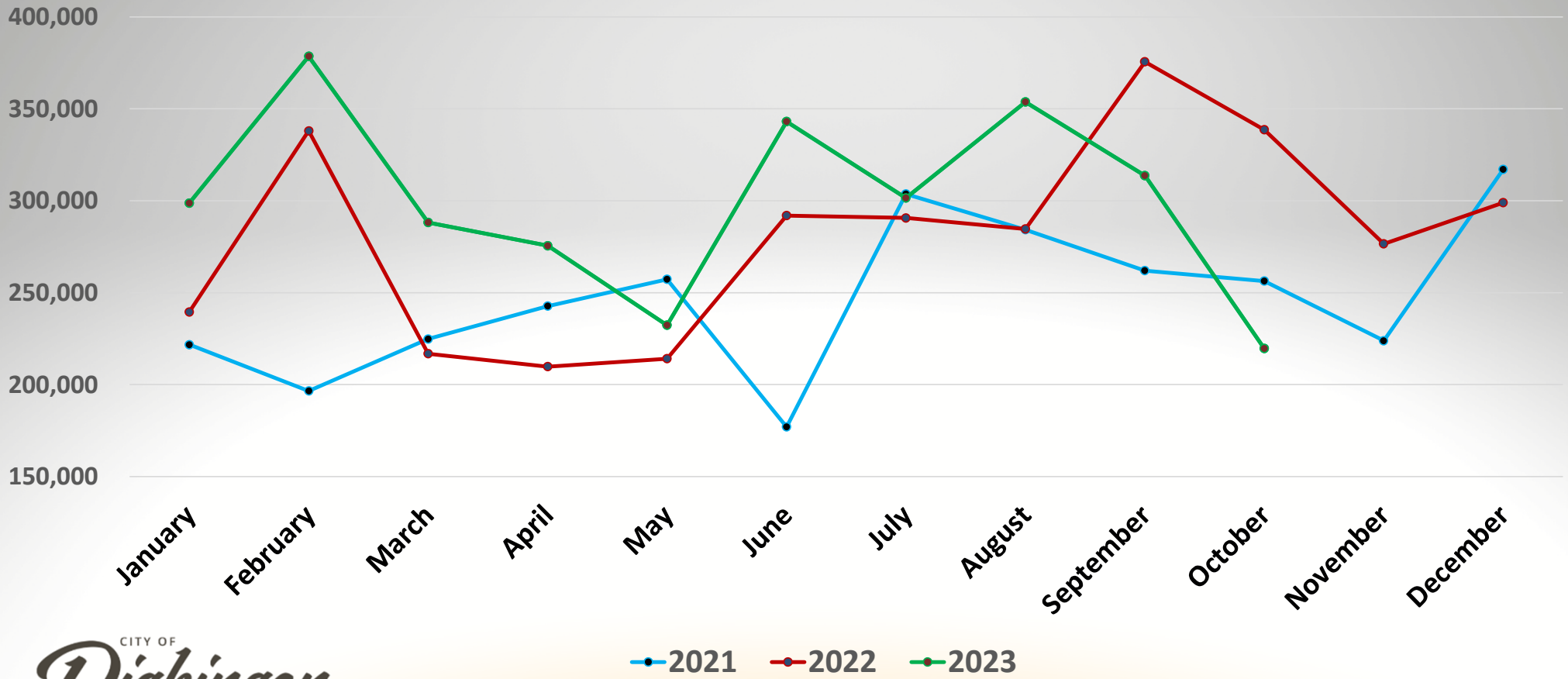
➤ Future Fund	\$ 6,540,747
➤ CMA	\$ 13,412,935
➤ City Pension	\$ 6,575,457
➤ Police Pension	\$ 6,346,187
➤ Volunteer Fire Pension	\$ 354,497
➤ OPEB	<u>\$ 202,365</u>
➤ Total	\$ 33,432,189

# 1% Sales Tax Monthly Breakdown

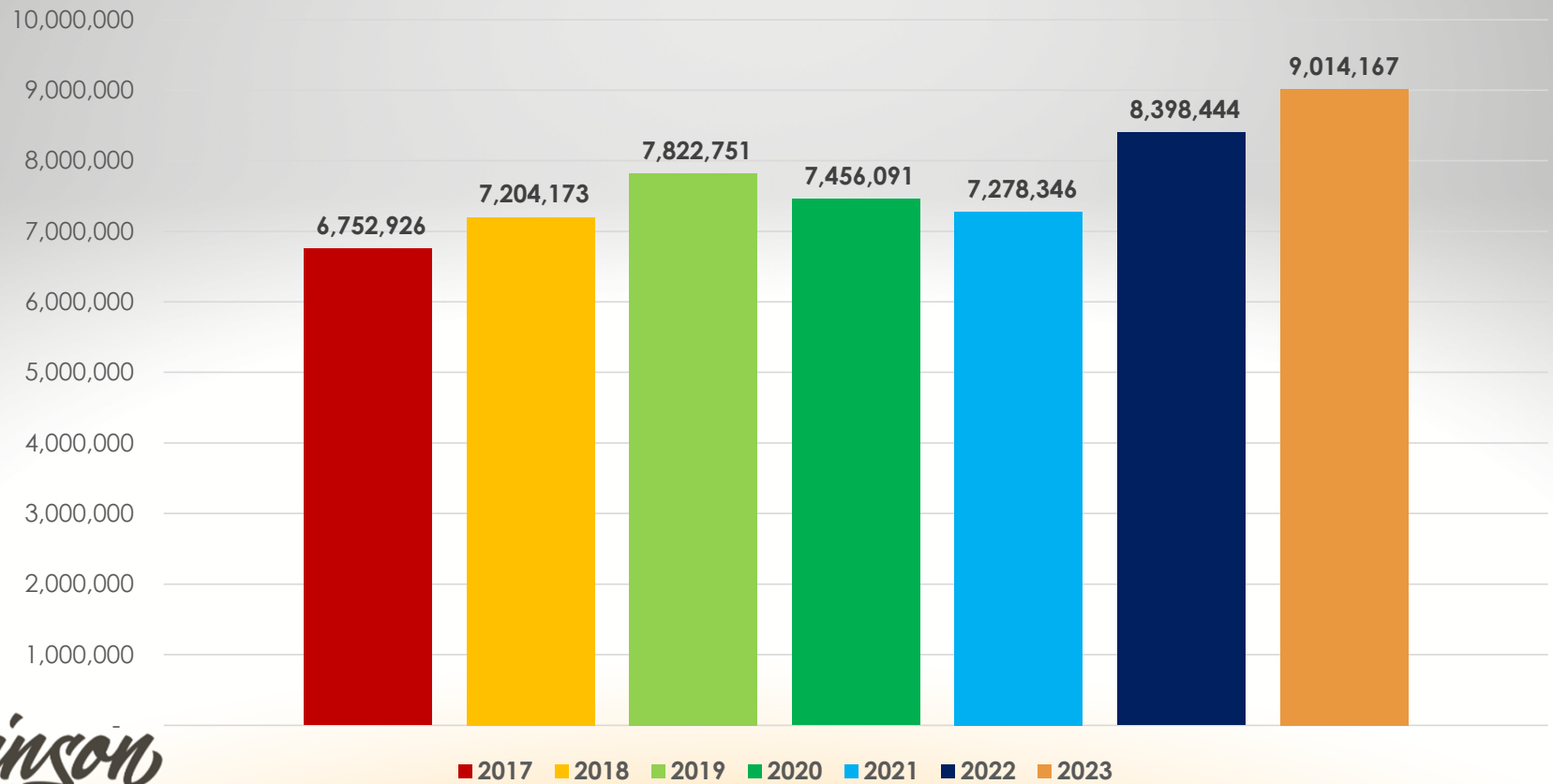


● 2021 ● 2022 ● 2023

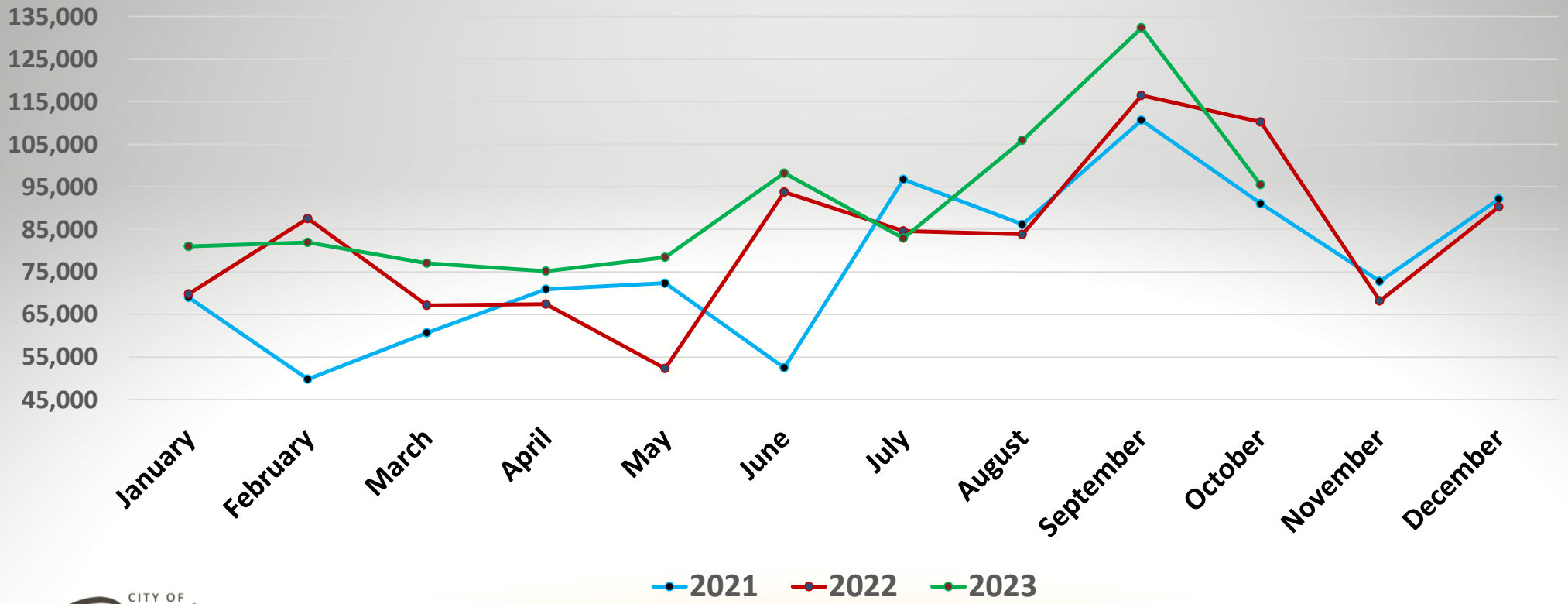
# 1/2% Sales Tax Monthly Breakdown



# Sales Tax Comparison

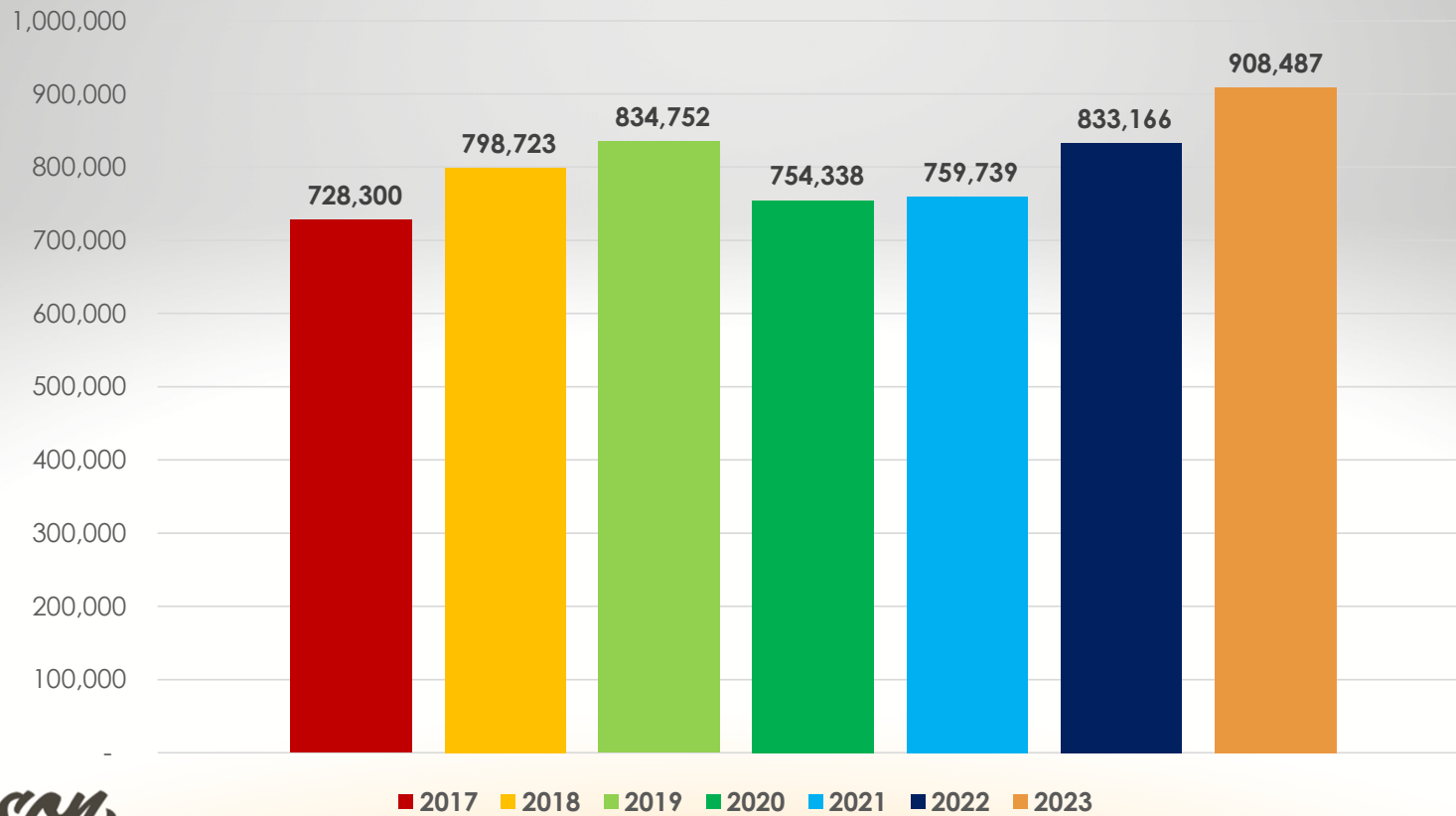


# Hospitality Tax Monthly Breakdown

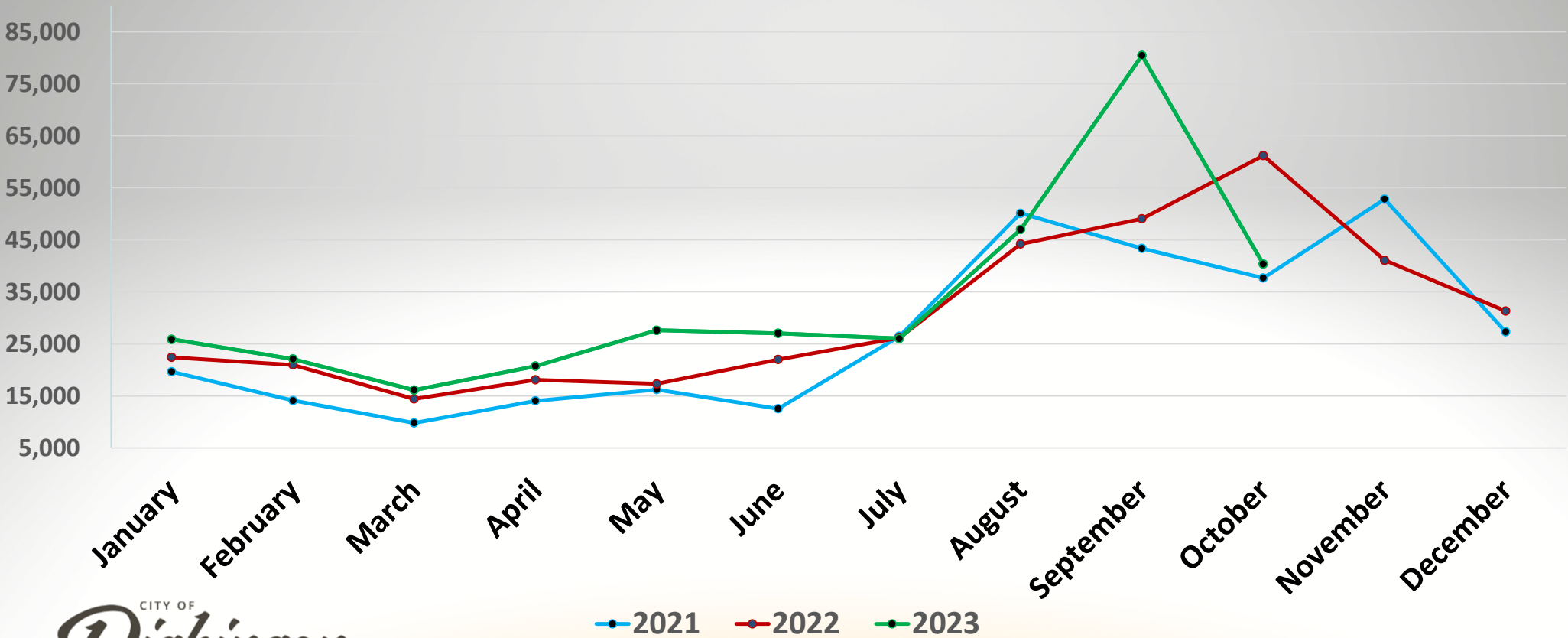




# Hospitality Tax Comparison

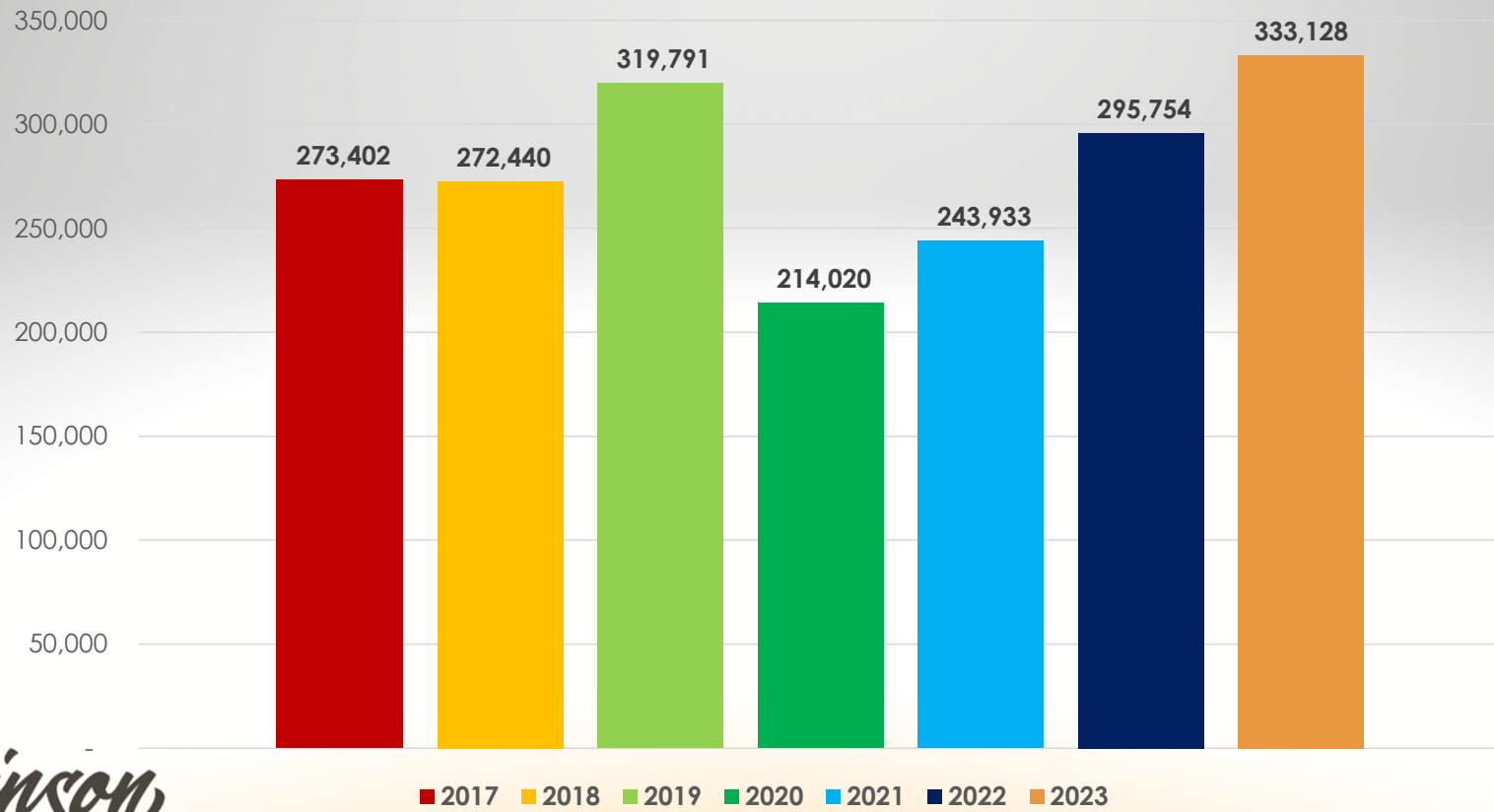


# Occupancy Tax Monthly Breakdown



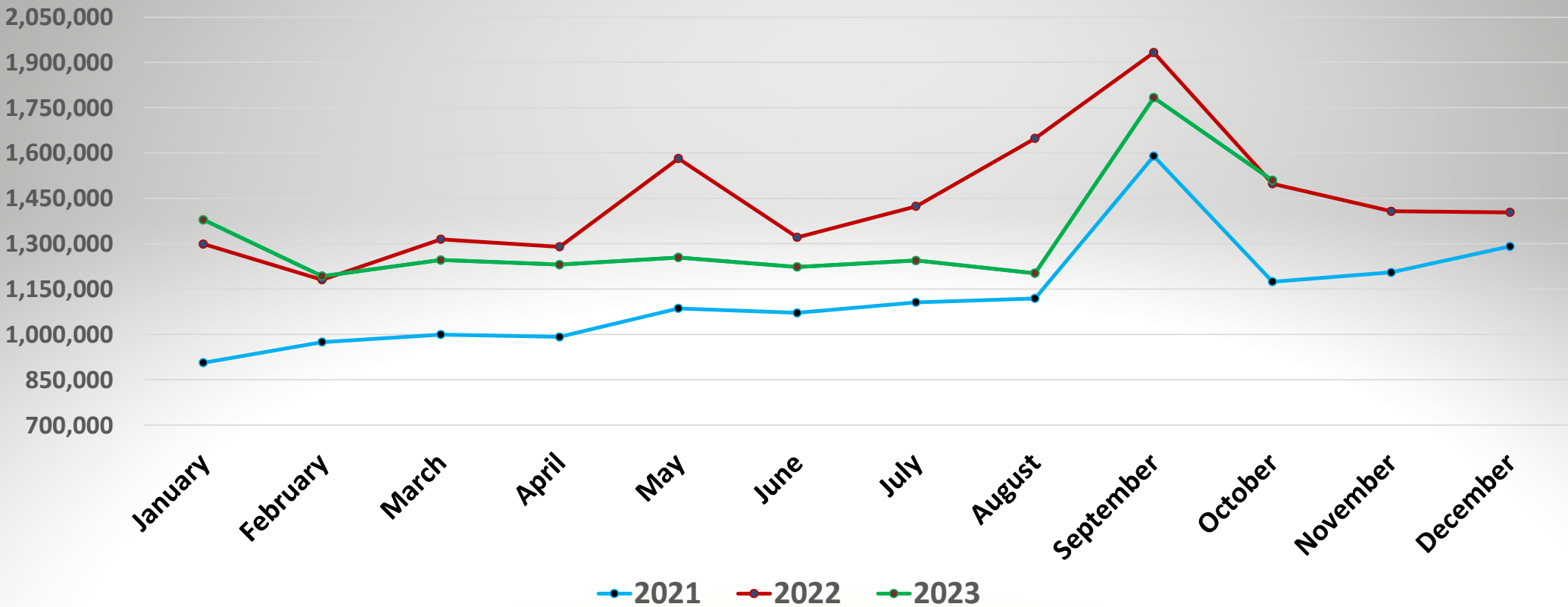
● 2021 ● 2022 ● 2023

# Occupancy Tax Comparison

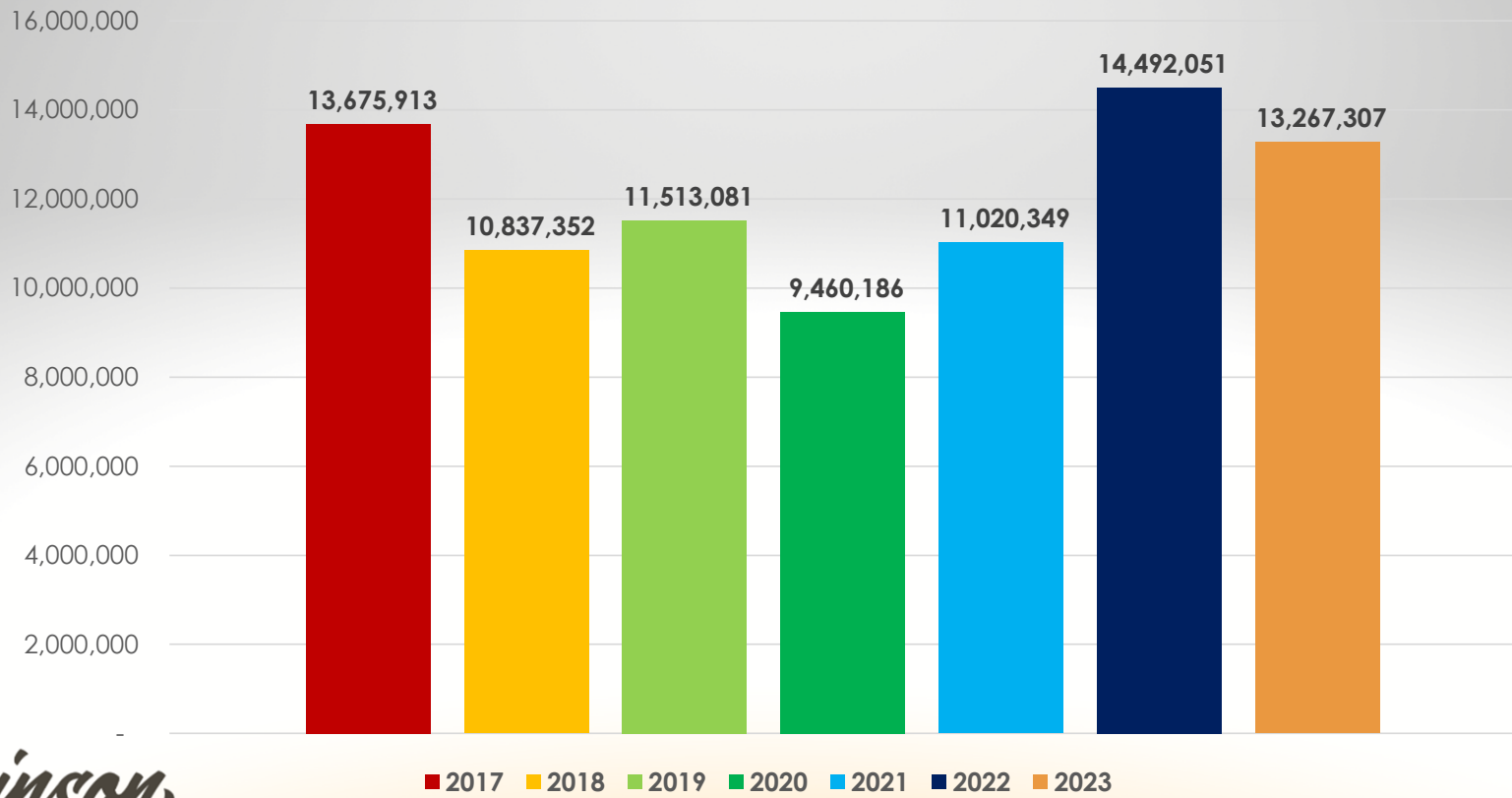




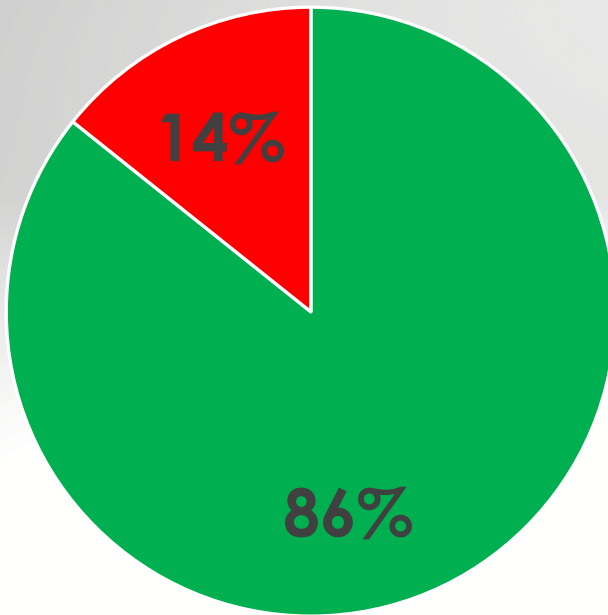
# Oil Impact Revenue Monthly Breakdown



# Oil Impact Comparison

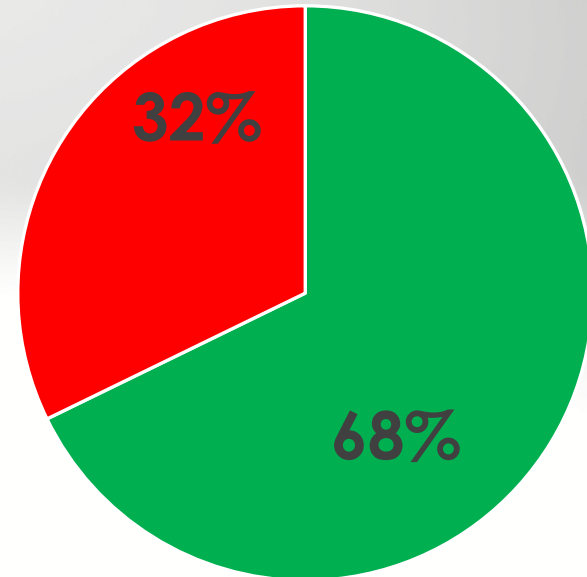


### General Fund Revenue



■ Collected ■ Remaining

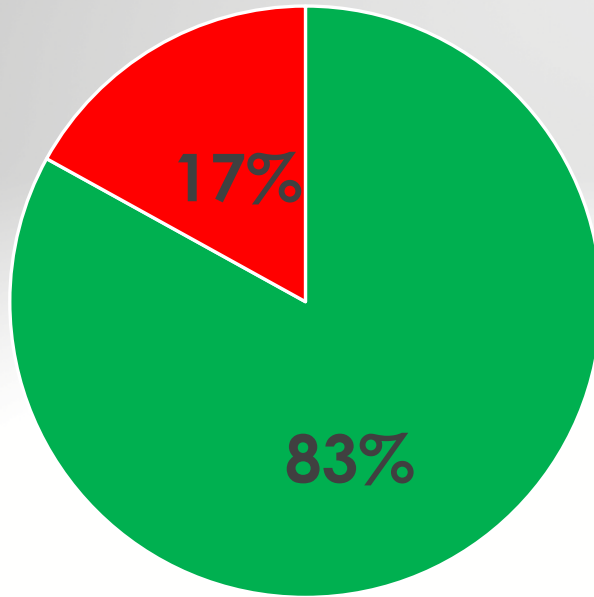
### General Fund Expenses



■ Expended ■ Remaining

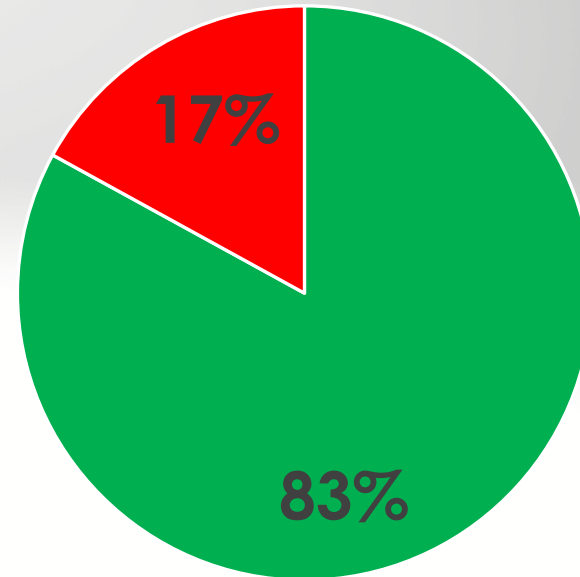


### Utility Revenue



■ Collected ■ Remaining

### Enterprise Fund Expenses



■ Expended ■ Remaining





Financial Report  
 For the Period Ending  
 October 31<sup>st</sup>, 2023

From: *Samantha Buzalsky, Accountant*

Budget Summary .....1  
 State Tax/Intergovernmental Revenue by Month.....2  
 Aged Report Summary .....6  
 Utility Revenue Summary.....7

**Note:** State Tax Revenue numbers are based on when they were received from the ND State Treasurer’s Office

**2023 Budget Recap**

As of 10/31/2023

	<b>2023 Budget</b>	<b>2023 Actual</b>	<b>Variance</b>	<b>% Expended</b>
<b><u>General Fund</u></b>	\$ 24,668,606	\$ 16,722,931	\$ 7,945,675	67.79%
<b><u>Special Revenue Funds</u></b>				
1% Sales Tax	\$ 8,334,500	\$ 6,531,882	\$ 1,802,618	78.37%
1/2% Sales Tax	\$ 4,645,337	\$ 3,550,490	\$ 1,094,847	76.43%
Legacy Square Fund	\$ 214,691	\$ 238,635	\$ (23,944)	111.15%
Cemetery Fund	\$ 109,937	\$ 1,263,590	\$ (1,153,653)	1149.38%
Future Fund	\$ 300,000	\$ 255,397	\$ 44,603	85.13%
Oil Impact Fund	\$ 24,228,417	\$ 11,787,782	\$ 12,440,635	48.65%
Hospitality Tax	\$ 1,535,000	\$ 1,284,877	\$ 250,123	83.71%
Highway Tax	\$ 1,400,000	\$ 1,000,000	\$ 400,000	71.43%
Urban Forestry/Downtown Streetscape	\$ 50,000	\$ -	\$ 50,000	0.00%
Library	\$ 1,375,747	\$ 1,019,417	\$ 356,330	74.10%
Interest Revenue Fund	\$ 1,200,000	\$ 643,768	\$ 556,232	53.65%
<b><u>Debt Service Funds</u></b>				
WRCC Revenue Bond	\$ 1,435,000	\$ 1,431,255	\$ 3,745	99.74%
General Capital Lease Fund	\$ 400,000	\$ 260,770	\$ 139,230	65.19%
<b><u>Enterprise/Proprietary Funds</u></b>				
Water	\$ 7,701,362	\$ 10,665,136	\$ (2,963,774)	138.48%
Sewer	\$ 9,216,034	\$ 4,379,705	\$ 4,836,329	47.52%
Solid Waste	\$ 5,649,079	\$ 3,911,089	\$ 1,737,990	69.23%
Storm Water	\$ 125,011	\$ 614,409	\$ (489,398)	491.48%
Wastewater Plant	\$ 1,898,807	\$ 1,015,341	\$ 883,466	53.47%
Fleet (Internal Service)	\$ 1,074,063	\$ 710,843	\$ 363,220	66.18%
<b><u>Totals</u></b>	<b>95,561,591</b>	<b>67,287,314</b>	<b>28,274,277</b>	<b>70.41%</b>

1% Sales Tax

Section 3. Item E.

10/31/2023

	2015	2016	2017	2018	2019	2020	2021	2022	2023	(Decrease) over prior year
January	798,741	408,494	380,897	369,381	503,405	576,989	443,415	479,035	597,446	118,412
February	775,913	538,000	556,619	629,177	590,900	615,580	393,184	675,922	757,033	81,111
March	655,960	436,744	350,360	417,722	417,702	345,175	449,633	433,558	576,217	142,659
April	615,579	315,288	395,606	324,713	394,368	505,251	485,343	419,590	551,078	131,489
May	639,724	442,603	387,500	549,810	543,423	505,989	514,562	428,195	464,675	36,480
June	538,617	400,295	498,003	455,476	487,623	324,748	353,963	583,886	686,093	102,207
July	644,609	307,174	503,809	401,647	425,959	584,979	607,274	581,266	602,935	21,670
August	727,574	409,204	545,685	664,241	765,145	527,075	568,420	569,164	707,353	138,188
September	557,461	540,606	445,415	517,500	517,822	494,819	523,865	751,171	627,308	(123,863)
October	566,494	475,706	438,058	473,116	568,820	490,122	512,572	677,176	439,305	(237,871)
November	525,823	481,685	589,021	609,032	600,086	472,033	447,706	553,059		-
December	645,500	285,719	458,134	556,185	438,099	491,566	634,101	597,838		-
<b>Totals</b>	<b>7,691,993</b>	<b>5,041,518</b>	<b>5,549,106</b>	<b>5,967,998</b>	<b>6,253,353</b>	<b>5,934,326</b>	<b>5,934,039</b>	<b>6,749,860</b>	<b>6,009,445</b>	<b>410,482</b>

1/2% Sales Tax

	2015	2016	2017	2018	2019	2020	2021	2022	2023	Increase (Decrease) over prior year
January	399,370	204,247	190,448	184,690	251,703	288,495	221,707	239,517	298,723	59,206
February	387,956	269,000	278,309	314,588	295,450	307,790	196,592	337,961	378,517	40,555
March	327,980	218,372	175,180	208,861	208,851	172,588	224,817	216,779	288,109	71,330
April	307,790	157,644	197,803	162,356	197,184	252,626	242,671	209,795	275,539	65,744
May	319,862	221,301	193,750	274,905	271,711	252,994	257,281	214,097	232,338	18,240
June	269,308	200,147	249,002	227,738	243,812	162,374	176,981	291,943	343,047	51,103
July	322,304	153,587	251,905	200,823	212,980	292,490	303,637	290,633	301,468	10,835
August	363,787	204,602	272,842	332,120	382,573	263,538	284,210	284,582	353,676	69,094
September	278,730	270,303	222,707	258,750	258,911	247,409	261,933	375,585	313,654	(61,931)
October	283,247	237,853	219,029	236,558	284,410	245,061	256,286	338,588	219,652	(118,936)
November	262,912	240,843	294,511	304,516	300,043	236,016	223,853	276,530		-
December	322,750	142,859	229,067	278,092	219,050	245,783	317,051	298,919		-
<b>Totals</b>	<b>3,845,997</b>	<b>2,520,759</b>	<b>2,774,553</b>	<b>2,983,999</b>	<b>3,126,677</b>	<b>2,967,163</b>	<b>2,967,019</b>	<b>3,374,930</b>	<b>3,004,722</b>	<b>205,241</b>

Total 1.5% Sales Tax

	2015	2016	2017	2018	2019	2020	2021	2022	2023	Increase (Decrease) over prior year
January	1,198,111	612,741	571,345	554,071	755,108	865,484	665,122	718,552	896,169	177,617
February	1,163,869	807,001	834,928	943,765	886,350	923,369	589,775	1,013,883	1,135,550	121,666
March	983,940	655,116	525,540	626,583	626,552	517,763	674,450	650,337	864,326	213,989
April	923,369	472,932	593,409	487,069	591,552	757,877	728,014	629,384	826,618	197,233
May	959,586	663,904	581,250	824,715	815,134	758,983	771,843	642,292	697,013	54,721
June	807,925	600,442	747,005	683,214	731,435	487,122	530,944	875,829	1,029,140	153,310
July	966,913	460,761	755,714	602,470	638,939	877,469	910,911	871,899	904,403	32,505
August	1,091,361	613,806	818,527	996,361	1,147,718	790,613	852,630	853,747	1,061,029	207,283
September	836,191	810,908	668,122	776,250	776,733	742,228	785,798	1,126,756	940,962	(185,794)
October	849,740	713,559	657,087	709,674	853,230	735,183	768,859	1,015,764	658,957	(356,807)
November	788,735	722,528	883,532	913,547	900,130	708,049	671,559	829,589		-
December	968,250	428,578	687,201	834,277	657,149	737,349	951,152	896,757		-
<b>Totals</b>	<b>11,537,990</b>	<b>7,562,277</b>	<b>8,323,659</b>	<b>8,951,997</b>	<b>9,380,030</b>	<b>8,901,489</b>	<b>8,901,058</b>	<b>10,124,790</b>	<b>9,014,167</b>	<b>615,723</b>

**Hospitality Tax**

10/31/2023

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Increase (Decrease) over prior year
<b>January</b>	90,075	127,633	73,010	63,210	62,202	81,122	82,427	69,011	69,822	80,993	11,171
<b>February</b>	91,494	87,881	63,721	72,593	92,503	80,320	84,166	49,803	87,549	81,937	(5,612)
<b>March</b>	80,535	89,324	66,888	59,786	65,519	71,329	63,859	60,667	67,154	77,037	9,883
<b>April</b>	94,350	99,587	74,521	65,350	50,319	59,212	78,972	70,912	67,428	75,191	7,763
<b>May</b>	80,152	90,942	66,171	55,889	84,613	92,634	63,745	72,352	52,278	78,429	26,151
<b>June</b>	85,758	80,394	73,711	80,416	91,483	76,960	41,043	52,463	93,769	98,201	4,432
<b>July</b>	103,928	106,471	74,709	83,689	65,073	70,675	82,172	96,721	84,616	82,918	(1,697)
<b>August</b>	127,416	97,911	64,284	78,807	106,837	104,979	88,496	86,150	83,828	105,902	22,073
<b>September</b>	89,188	92,071	108,754	97,707	99,110	91,084	77,004	110,621	116,475	132,380	15,905
<b>October</b>	128,233	106,547	84,466	70,854	81,064	106,436	92,454	91,040	110,248	95,499	(14,750)
<b>November</b>	141,539	76,223	76,603	109,720	108,769	99,662	76,605	72,803	68,209		-
<b>December</b>	117,629	97,484	82,192	77,280	93,749	72,367	82,554	92,104	90,254		-
<b>Totals</b>	<b>1,230,295</b>	<b>1,152,469</b>	<b>909,030</b>	<b>915,300</b>	<b>1,001,241</b>	<b>1,006,781</b>	<b>913,497</b>	<b>924,646</b>	<b>991,630</b>	<b>908,487</b>	<b>75,320</b>

**Occupancy Tax**

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	Increase (Decrease) over prior year
<b>January</b>	47,081	85,816	25,326	25,490	14,504	23,827	23,209	19,645	22,427	25,873	3,445
<b>February</b>	53,243	38,539	18,022	23,565	25,752	19,796	22,931	14,115	20,959	22,081	1,122
<b>March</b>	40,490	62,411	22,497	18,559	12,234	20,971	11,847	9,806	14,433	16,097	1,664
<b>April</b>	53,132	42,526	21,172	16,935	14,283	24,396	22,041	14,038	18,074	20,706	2,632
<b>May</b>	34,282	39,073	25,767	20,110	24,654	23,073	19,237	16,205	17,314	27,617	10,302
<b>June</b>	51,167	39,610	23,688	33,376	30,921	25,315	12,864	12,547	21,977	27,036	5,058
<b>July</b>	58,161	45,636	28,311	22,260	19,871	37,101	12,496	26,474	26,169	26,015	(154)
<b>August</b>	72,993	42,964	21,653	35,371	40,414	37,844	27,268	50,105	44,182	46,969	2,787
<b>September</b>	59,369	52,513	61,381	45,948	48,211	44,207	28,500	43,337	49,032	80,411	31,379
<b>October</b>	70,867	72,676	40,973	31,787	41,598	63,262	33,627	37,659	61,186	40,325	(20,861)
<b>November</b>	116,555	35,040	34,433	47,372	50,014	47,438	29,306	52,810	41,071		-
<b>December</b>	81,052	48,218	38,256	34,241	41,713	24,498	22,353	27,311	31,290		-
<b>Totals</b>	<b>738,390</b>	<b>605,021</b>	<b>361,480</b>	<b>355,015</b>	<b>364,167</b>	<b>391,727</b>	<b>265,679</b>	<b>324,053</b>	<b>368,116</b>	<b>333,128</b>	<b>37,374</b>



## Oil Impact Fund Revenue

10/31/2023

	2017	2018	2019	2020	2021	2022	2023	Increase (Decrease) over prior year
<b>January</b>	1,465,553	860,742	1,088,021	1,173,219	906,718	1,299,165	1,379,453	80,288
<b>February</b>	1,480,924	882,817	938,136	1,221,034	974,729	1,181,038	1,192,840	11,802
<b>March</b>	1,489,966	949,318	1,061,228	1,143,847	999,254	1,314,748	1,246,296	(68,452)
<b>April</b>	1,520,319	805,930	1,047,392	1,016,645	991,918	1,290,101	1,230,965	(59,136)
<b>May</b>	1,463,638	876,208	1,120,384	792,116	1,086,395	1,582,042	1,254,441	(327,601)
<b>June</b>	1,515,104	1,099,144	1,212,734	622,710	1,071,391	1,321,182	1,223,107	(98,075)
<b>July</b>	1,477,516	1,243,935	1,182,092	623,428	1,106,206	1,423,884	1,244,544	(179,340)
<b>August</b>	1,436,686	1,198,710	1,112,773	739,585	1,119,185	1,648,644	1,202,366	(446,277)
<b>September</b>	1,055,973	1,656,623	1,559,227	1,219,797	1,590,051	1,932,473	1,783,432	(149,041)
<b>October</b>	770,233	1,263,925	1,191,095	907,805	1,174,502	1,498,774	1,509,862	11,088
<b>November</b>	774,645	1,362,972	1,152,480	896,826	1,205,340	1,407,431		-
<b>December</b>	853,835	1,356,298	1,168,313	890,316	1,291,108	1,403,773		-
<b>Totals</b>	<b>15,304,393</b>	<b>13,556,623</b>	<b>13,833,874</b>	<b>11,247,328</b>	<b>13,516,796</b>	<b>17,303,256</b>	<b>13,267,307</b>	<b>(1,224,745)</b>

**City of Dickinson**

10/31/2023	Occupancy Tax Total Collections (Paid to CVB)		Sales Tax Revenue Monthly Breakdown					
	Occupancy Tax		1% Sales Tax		1/2% Sales Tax		Hospitality Tax	
	2022	2023	2022	2023	2022	2023	2022	2023
January	22,427	25,873	479,035	597,446	239,517	298,723	69,822	80,993
February	20,959	22,081	675,922	757,033	337,961	378,517	87,549	81,937
March	14,433	16,097	433,558	576,217	216,779	288,109	67,154	77,037
April	18,074	20,706	419,590	551,078	209,795	275,539	67,428	75,191
May	17,314	27,617	428,195	464,675	214,097	232,338	52,278	78,429
June	21,977	27,036	583,886	686,093	291,943	343,047	93,769	98,201
July	26,169	26,015	581,266	602,935	290,633	301,468	84,616	82,918
August	44,182	46,969	569,164	707,353	284,582	353,676	83,828	105,902
September	49,032	80,411	751,171	627,308	375,585	313,654	116,475	132,380
October	61,186	40,325	677,176	439,305	338,588	219,652	110,248	95,499
November	41,071	-	553,059	-	276,530	-	68,209	-
December	31,290	-	597,838	-	298,919	-	90,254	-
<b>Total</b>	<b>368,116</b>	<b>333,128</b>	<b>6,749,860</b>	<b>6,009,445</b>	<b>3,374,930</b>	<b>3,004,722</b>	<b>991,630</b>	<b>908,487</b>

	Intergovernmental Revenues							
	State Aid Distribution		Highway Distribution Tax		Oil Impact Revenue		Other Misc. Revenue Intergovernmental	
	2022	2023	2022	2023	2022	2023	2022	2023
January	147,564	189,768	118,912	123,168	1,299,165	1,379,453	-	-
February	202,579	226,505	99,761	111,303	1,181,038	1,192,840	-	-
March	133,060	184,004	80,664	86,510	1,314,748	1,246,296	12,728	-
April	134,478	176,214	93,701	105,233	1,290,101	1,230,965	-	-
May	143,715	180,327	95,667	99,875	1,582,042	1,254,441	10,697	10,748
June	177,029	223,438	83,754	96,104	1,321,182	1,223,107	22,995	20,532
July	173,106	217,702	113,361	113,233	1,423,884	1,244,544	-	-
August	188,464	239,196	85,972	74,660	1,648,644	1,202,366	-	-
September	241,127	234,047	95,604	101,199	1,932,473	1,783,432	-	-
October	222,167	197,963	110,064	111,324	1,498,774	1,509,862	-	-
November	203,465	-	102,356	-	1,407,431	-	-	-
December	203,790	-	120,251	-	1,403,773	-	26,068	-
<b>Total</b>	<b>2,170,543</b>	<b>2,069,163</b>	<b>1,200,068</b>	<b>1,022,609</b>	<b>17,303,256</b>	<b>13,267,307</b>	<b>72,488</b>	<b>31,280</b>

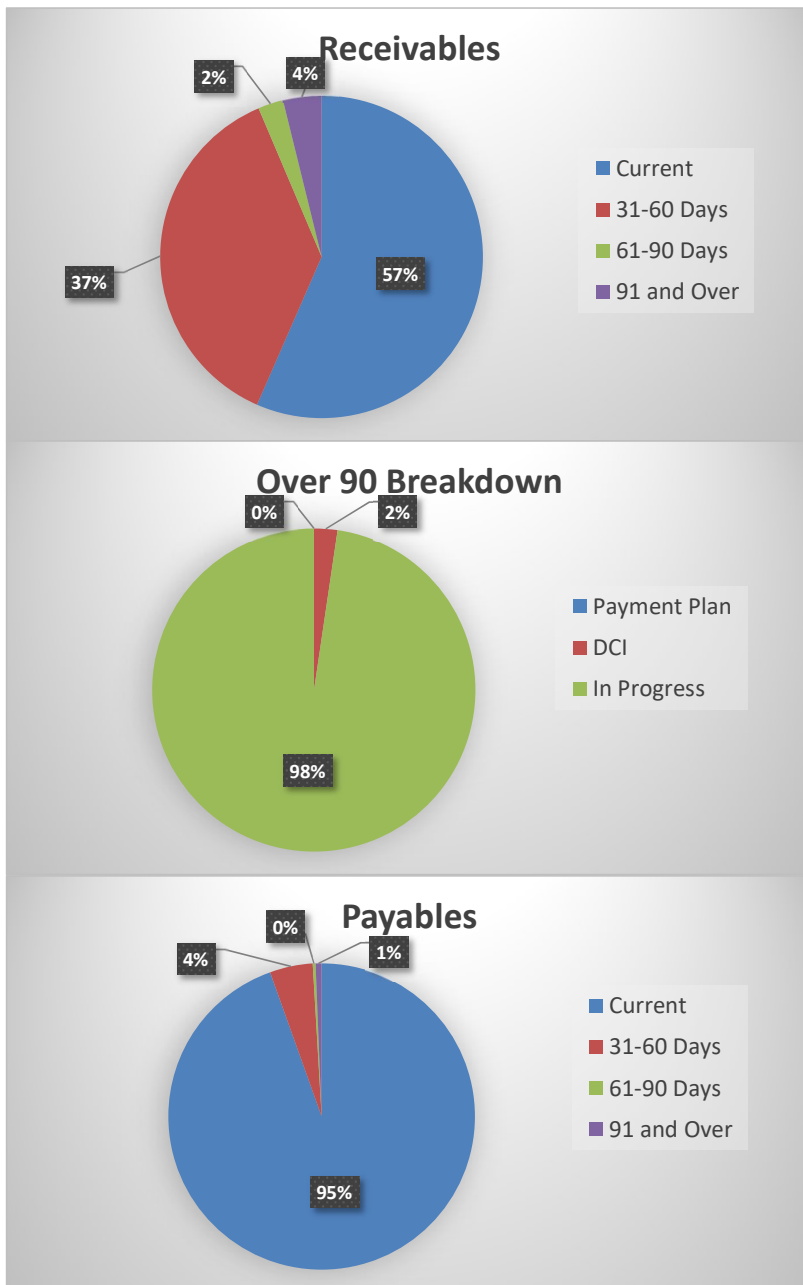
# Aged Trial Balance Summary 10/31/2023

## Accounts Receivable Aged Report

Current	31-60 Days	61-90 Days	91 and Over	Total Balance
\$215,614.22	\$141,162.40	\$9,686.16	\$14,713.78	\$381,176.56
56.57%	37.03%	2.54%	3.86%	

## Accounts Payable Aged Report

Current	31-60 Days	61-90 Days	91 and Over	Total Balance
\$1,369,856.06	\$65,504.10	\$4,312.50	\$9,443.18	\$1,449,115.84
94.53%	4.52%	0.30%	0.65%	



Utility Revenue Summary  
10/31/2023

	2019	2020	2021	2022	2023	Increase (Decrease) over prior year
<b><u>Water</u></b>						
Consumption	\$ 4,958,902	\$ 5,736,440	\$ 6,082,613	\$ 5,357,972	\$ 4,614,591	\$ (743,381)
Meter Charges	\$ 1,128,203	\$ 1,138,511	\$ 1,146,953	\$ 1,154,095	\$ 949,010	\$ (205,085)
Flat Rate Wells	\$ 1,118	\$ 1,140	\$ 1,141	\$ 1,080	\$ 890	\$ (190)
Connection Fees	\$ 224,862	\$ 149,035	\$ 172,079	\$ 158,153	\$ 177,125	\$ 18,972
<b><u>Sewer</u></b>						
Consumption	\$ 1,405,157	\$ 1,462,721	\$ 1,433,404	\$ 1,348,383	\$ 1,106,710	\$ (241,673)
Meter Charges	\$ 1,512,798	\$ 1,525,480	\$ 1,534,287	\$ 1,543,413	\$ 1,268,843	\$ (274,570)
Flat Rate Wells	\$ 5,239	\$ 5,400	\$ 5,400	\$ 5,400	\$ 4,452	\$ (948)
Connection Fees	\$ 119,850	\$ 99,450	\$ 91,550	\$ 81,800	\$ 181,350	\$ 99,550
<b><u>Solid Waste</u></b>						
Utility Billing	\$ 1,548,347	\$ 1,533,977	\$ 1,569,909	\$ 1,576,222	\$ 1,438,411	\$ (137,811)
Commercial Landfill	\$ 1,002,995	\$ 934,278	\$ 812,800	\$ 1,007,974	\$ 777,932	\$ (230,042)
Gate Receipts	\$ 376,420	\$ 421,411	\$ 448,321	\$ 539,687	\$ 631,304	\$ 91,617
UB Commercial Service	\$ 1,421,123	\$ 1,474,946	\$ 1,462,181	\$ 1,484,111	\$ 1,483,308	\$ (803)
Commercial Container Rent	\$ 183,734	\$ 182,735	\$ 220,795	\$ 177,291	\$ 199,531	\$ 22,239
<b><u>General Fund</u></b>						
Street Light Utility	\$ 419,174	\$ 355,910	\$ 391,843	\$ 394,167	\$ 323,393	\$ (70,774)
<b><u>Storm Water</u></b>						
Utility Billing	\$ 308,495	\$ 314,276	\$ 316,190	\$ 317,917	\$ 261,205	\$ (56,712)
<b>Total</b>	<b>\$ 14,616,418</b>	<b>\$ 15,335,710</b>	<b>\$ 15,689,465</b>	<b>\$ 15,147,665</b>	<b>\$ 13,418,054</b>	<b>\$ (1,729,612)</b>

Note: A portion of January billing gets moved back to December of prior year based on audit requirements  
 2/3 of consumption and 1/3 of base charges billed on January 20th get moved back to prior year  
 2/3 of consumption, but none of the base charges billed on January 30th get moved back to prior year

Joe,

Good afternoon. As you know, the property owner has filed property tax abatements for the hotel located at 532 15<sup>th</sup> Street W. on parcel 1015-0100-0200. Please see our analysis attached and below.

The subject property sold for \$2,860,000 on 7/30/2021. The price includes both personal property and intangible value, which must be deducted to determine the real estate value of a hotel. On the other hand, we recognize that it was an auction sale, so it is conceivable that the property was purchased at a discount. However, with 2021 and 2022 assessments of over \$4,751,000, some level of reduction is certainly warranted.

Our attached market income analysis utilizes ADR and occupancy figures from comparable properties that outperformed the subject. These figures indicate a net operating income of \$504,000. We then applied 9.25% cap rate which is well below the figures reported on Costar (over 12%). After applying a 20% reduction for personal property and intangible value, our concluded real estate value for the subject is \$3,900,000. Please note the personal property and intangible value deduction equates to approximately \$5,000 in personal property per room, which does not even account for intangible value.

Additionally, all comparable sales in the area support a value below the subject's assessment. See below:

Property Name	Address	City	Parcel	Year Built	Rooms	Land SF	Sale Date	Sale Price	PP / Intangibles	Adjusted Price	Price Per Room
Microtel Inn & Suites by Wyndham Dickinson	1597 6th Ave W	Dickinson	41111003000900	2011	79	105,851	2/1/2021	\$1,360,000	\$272,000	\$1,088,000	\$13,772.15
Red Roof Inn	165 26th St W	Dickinson	98501000101	2012	101	84,071	5/1/2019	\$1,400,000	\$280,000	\$1,120,000	\$11,089.11
Comfort Inn Dickinson	493 Elks Dr	Dickinson	41100001000301, 41100001000500	1979 / 2014	116	263,538	5/7/2019	\$2,750,000	\$550,000	\$2,200,000	\$18,965.52
Relax Inn	529 12th St W	Dickinson	41054002000300	1976	45	87,120	10/16/2019	\$400,000	\$80,000	\$320,000	\$7,111.11
<b>Average</b>											<b>\$12,734.47</b>

The Microtel in Dickinson, which is 30 years newer than the subject sold for \$13,772.15/room in February of 2021. The other three sales occurred before Covid-19 and still sold for below \$20,000/room. Overall, after deducting for personal property/intangibles, the sales above average about \$13,000/room, which is in line with subject's sale price of \$11,917/room.

In conclusion the assessments for the subject property should be reduced to the following values:

Tax Year	Assessment	Requested Value
<b>2021 Pay 2022</b>	\$4,751,000	\$3,900,000
<b>2022 Pay 2023</b>	\$4,751,000	\$3,900,000
<b>2023 Pay 2024</b>	\$4,733,400	\$4,290,000

Have a great weekend!

Thank you,

**Michael Block**

Consultant, Property Tax Commercial

Ryan

150 South Fifth Street

Suite 2500

Minneapolis, Minnesota 55402

763.445.4200 Ext. 70-4184

612.272.8918 Mobile

[ryan.com](http://ryan.com)

**GENERAL INFORMATION**

**SITE NAME:** Roosevelt Grand Dickinson Hotel  
**PROPERTY PARCEL(S):** 1015-0100-0200  
**YEARS UNDER APPEAL:** 2021,2022, and 2023  
**ADDRESS:** 532 15th Street W  
**JURISDICTION:** Stark County  
**LAND:** 5.39 ACRES  
**BUILDING:**  
**Units:** 192  
**YR. BUILT:** 1980  
**PROPERTY USE:** Hotel



**COUNTY'S VALUATION**

	2021/Pay 2022		2022/Pay 2023		2023/Pay 2024	
	<b>LAND:</b>	\$1,365,000	<b>LAND:</b>	\$1,365,000	<b>LAND:</b>	\$1,365,000
	<b>IMPROVEMENT:</b>	\$3,386,000	<b>IMPROVEMENT:</b>	\$3,386,000	<b>IMPROVEMENT:</b>	\$3,368,400
	<b>TOTAL:</b>	<b>\$4,751,000</b>	<b>TOTAL:</b>	<b>\$4,751,000</b>	<b>TOTAL:</b>	<b>\$4,733,400</b>
	<b>Per Room:</b>	\$24,744.79	<b>Per Room:</b>	\$24,744.79	<b>Per Room:</b>	\$24,653.13

**CONCLUSION OF VALUE**

	Indicated Value	Per Room	Indicated Value	Per Room	Indicated Value	Per Room
<b>Settlement Offer</b>	<b>\$3,900,000</b>	<b>\$20,312.50</b>	<b>\$3,900,000</b>	<b>\$20,312.50</b>	<b>\$4,290,000</b>	<b>\$22,343.75</b>

**SUPPORTING DOCUMENTS**

We have included the following documents in support of our appeal:  
 Market Income & Expense Analysis  
 Sales Comparison Analysis

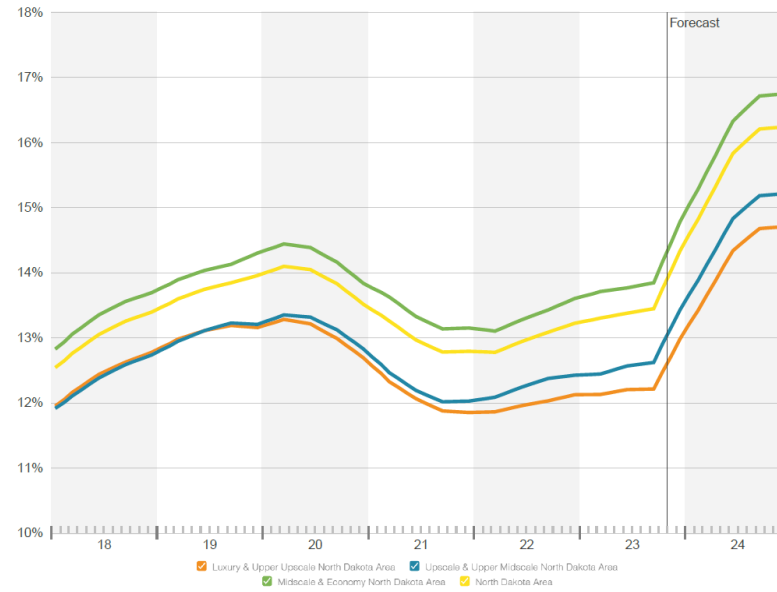
Roosevelt Grand Dickenson Hotel  
Market Pro Forma

Property Summary			
Site Address:	532 15th Street W		
Parcel Number:	1015-0100-0200		
Description:	Hotel		
Rooms:	192		
Assumptions			
<b>Rooms Available</b>	<b>ADR</b>	<b>Occupancy</b>	<b>RevPar</b>
70,080	\$80.00	25.0%	\$20.00
Pro Forma		Per Key	
<b>Revenue</b>			
Potential Gross Income - Room Revenue	\$5,606,400		\$29,200
Vacancy & Collection Loss	\$4,204,800	75.0%	\$21,900
<b>Room Revenue</b>	\$1,401,600	80.0%	\$7,300
Other Operated	\$280,320	20.0%	\$1,460
<b>Effective Gross Income</b>	<b>\$1,681,920</b>	100%	\$8,760
<b>Expenses</b>			
<b>Total Expenses</b>	<b>\$1,177,344</b>	70.0%	\$6,132
<b>Net Operating Income</b>	<b>\$504,576</b>	30.0%	\$2,628
<b>Capitalization Rate</b>	<b>9.25%</b>		
Effective Tax Rate	1.10%		
Loaded Capitalization Rate	10.35%		
Indicated Overall Site Value	\$4,875,130		\$25,391
<b>Adjustment Factor:</b>	<b>N/A</b>		
Less PP and Intangible Value	\$975,026		
<b>Indicated Real Estate Value:</b>	<b>\$3,900,000</b>		<b>\$20,313</b>
<b>2023 County Value</b>	<b>\$4,733,400</b>		

Roosevelt Grand Dakota, SureSt  
Market: North Dakota  
Market Class: Economy Class  
Submarket: North Dakota Area  
Submarket Scale: Economy Char  
Competitive Set: Competitors

RevPAR							
Current Month	% Chg	Year to Date	% Chg	Running 3 Month	% Chg	Running 12 Month	% Chg
17.58	143.9	17.58	143.9	13.57	82.2	16.35	39.9
32.33	40.8	32.33	40.8	33.92	52.7	39.91	45.7
18.78	37.1	18.78	37.1	20.19	36.6	24.29	28.5
26.89	36.1	26.89	36.1	27.98	40.5	33.79	30.0
14.04	31.0	14.04	31.0	15.47	15.8	18.80	1.6
21.71	64.2	21.71	64.2	22.04	41.0	35.16	37.4

Market Cap Rate



© 2023 CoStar Realty Information Inc.

11/3/2023



**North Dakota Sales Comparison Analysis - Hotel**

Property Name	Address	City	Parcel	Year Built	Rooms	Land SF	Sale Date	Sale Price	Price per Room	PP / Intangibles	Adjusted Price	Price Per Room	Sale Condition
Microtel Inn & Suites by Wyndham Dickinson	1597 6th Ave W	Dickinson	41111003000900	2011	79	105,851	2/1/2021	\$1,360,000	\$17,215	\$272,000	\$1,088,000	\$13,772.15	
Red Roof Inn	165 26th St W	Dickinson	98501000101	2012	101	84,071	5/1/2019	\$1,400,000	\$13,861	\$280,000	\$1,120,000	\$11,089.11	
Comfort Inn Dickinson	493 Elks Dr	Dickinson	41100001000301, 41100001000500	1979 / 2014	116	263,538	5/7/2019	\$2,750,000	\$23,707	\$550,000	\$2,200,000	\$18,965.52	
Relax Inn	529 12th St W	Dickinson	41054002000300	1976	45	87,120	10/16/2019	\$400,000	\$8,889	\$80,000	\$320,000	\$7,111.11	
Subject Property													
Property Name	Address	City	Parcel	Year Built	Rooms	Land SF	Sale Date	Sale Price	Price per Room	PP / Intangibles	Adjusted Price	Price Per Room	Sale Condition
Roosevelt Grand Dickenson Hotel	532 15th Street W	Dickinson	1015-0100-0200	1980	192	234,788	7/30/2021	\$2,860,000	\$14,896	\$572,000	\$2,288,000	\$11,917	

**Indicated Value                      \$2,445,000                      \$12,734**

### Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota Assessment District 1  
 County of Starck Property I.D. No. 1015-0100-0200  
 Name Merlin Hotel Group LLC Telephone No. (763) 445-4200  
 Address 150 South Fifth Street Suite 2500

Legal description of the property involved in this application:

LOT 2, BLOCK 1, DAKOTA CROSSING SUBDIVISION

Total true and full value of the property described above for the year 2021 is:

Land \$ 1,365,000  
 Improvements \$ 3,386,000  
 Total \$ 4,751,000  
 (1)

Total true and full value of the property described above for the year 2021 should be:

Land \$ 1,365,000  
 Improvements \$ 1,495,000  
 Total \$ 2,860,000  
 (2)

The difference of \$ 1,891,000.00 true and full value between (1) and (2) above is due to the following reason(s):

- 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- 2. Residential or commercial property's true and full value exceeds the market value
- 3. Error in property description, entering the description, or extending the tax
- 4. Nonexisting improvement assessed
- 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- 6. Duplicate assessment
- 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- 8. Error in noting payment of taxes, taxes erroneously paid
- 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
- 10. Other (explain) \_\_\_\_\_

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: \$ \_\_\_\_\_ Date of purchase: \_\_\_\_\_  
 Terms: Cash \_\_\_\_\_ Contract \_\_\_\_\_ Trade \_\_\_\_\_ Other (explain) \_\_\_\_\_  
 Was there personal property involved in the purchase price? \_\_\_\_\_ Estimated value: \$ \_\_\_\_\_  
 yes/no

2. Has the property been offered for sale on the open market? \_\_\_\_\_ If yes, how long? \_\_\_\_\_  
 yes/no  
 Asking price: \$ \_\_\_\_\_ Terms of sale: \_\_\_\_\_

3. The property was independently appraised: \_\_\_\_\_ Purpose of appraisal: \_\_\_\_\_  
 yes/no  
 Market value estimate: \$ \_\_\_\_\_  
 Appraisal was made by whom? \_\_\_\_\_

4. The applicant's estimate of market value of the property involved in this application is \$ \_\_\_\_\_

5. The estimated agricultural productive value of this property is excessive because of the following condition(s): \_\_\_\_\_

Applicant asks that assessment of parcel 1015-0100-0200 be reduced to a fair market value

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) \_\_\_\_\_ Date \_\_\_\_\_ Signature of Applicant Michael Bjork Date 10/30/23

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of \_\_\_\_\_

On \_\_\_\_\_, \_\_\_\_\_, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
 \_\_\_\_\_  
 City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was \_\_\_\_\_ by action of \_\_\_\_\_ County Board of Commissioners.  
 Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ \_\_\_\_\_ to \$ \_\_\_\_\_ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ \_\_\_\_\_. The Board accepts \$ \_\_\_\_\_ in full settlement of taxes for the tax year \_\_\_\_\_.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Dated \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
 County Auditor \_\_\_\_\_ Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest? yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

\_\_\_\_\_  
 County Auditor \_\_\_\_\_ Date

Application For Abatement  
 Or Refund Of Taxes

Name of Applicant Merlin Hotel Group LLC

County Auditor's File No. 101-2023

Date Application Was Filed With The County Auditor 11-1-2023

Date County Auditor Mailed Application to Township Clerk or City Auditor 11-2-2023  
(must be within five business days of filing date)

Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

Section 3. Item F.

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota Assessment District 1
County of Starck Property I.D. No. 1015-0100-0200
Name Merlin Hotel Group LLC Telephone No. (763) 445-4200
Address 150 South Fifth Street Suite 2500

Legal description of the property involved in this application:
LOT 2, BLOCK 1, DAKOTA CROSSING SUBDIVISION

Table with 2 columns: 'Total true and full value of the property described above for the year 2022 is:' and 'Total true and full value of the property described above for the year 2022 should be:'. Rows include Land, Improvements, and Total values.

The difference of \$ 1,891,000.00 true and full value between (1) and (2) above is due to the following reason(s):

- 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
2. Residential or commercial property's true and full value exceeds the market value
3. Error in property description, entering the description, or extending the tax
4. Nonexisting improvement assessed
5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
6. Duplicate assessment
7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
8. Error in noting payment of taxes, taxes erroneously paid
9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
10. Other (explain)

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.
1. Purchase price of property: \$ Date of purchase:
Terms: Cash Contract Trade Other (explain)
Was there personal property involved in the purchase price? Estimated value: \$
2. Has the property been offered for sale on the open market? If yes, how long?
Asking price: \$ Terms of sale:
3. The property was independently appraised: Purpose of appraisal:
Market value estimate: \$
Appraisal was made by whom?
4. The applicant's estimate of market value of the property involved in this application is \$
5. The estimated agricultural productive value of this property is excessive because of the following condition(s):

Applicant asks that assessment of parcel 1015-0100-0200 be reduced to a fair market value

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) Date Signature of Applicant Michael Blas Date 10/30/23



**Recommendation of the Governing Body of the City or Township**

Section 3. Item F.

Recommendation of the governing board of \_\_\_\_\_

On \_\_\_\_\_, \_\_\_\_\_, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
City Auditor or Township Clerk

**Action by the Board of County Commissioners**

Application was \_\_\_\_\_ by action of \_\_\_\_\_ County Board of Commissioners.  
Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ \_\_\_\_\_ to \$ \_\_\_\_\_ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ \_\_\_\_\_. The Board accepts \$ \_\_\_\_\_ in full settlement of taxes for the tax year \_\_\_\_\_.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Dated \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
County Auditor

\_\_\_\_\_  
Chairperson

**Certification of County Auditor**

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?
				yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

\_\_\_\_\_  
County Auditor

\_\_\_\_\_  
Date

**Application For Abatement  
Or Refund Of Taxes**

Name of Applicant Merlin Hotel Group LLC

County Auditor's File No. 102-2023

Date Application Was Filed With The County Auditor 11-1-2023

Date County Auditor Mailed Application to Township Clerk or City Auditor 11-2-2023  
(must be within five business days of filing date)

**CITY OF DICKINSON**

**38 1st Street West  
Dickinson, ND 58601**

**Dial 701-456-7734**

**FAX 701-456-7723**

**OFFICE OF CITY ASSESSOR**

**Joe J Hirschfeld**

\*\*\*\*\*

**\*\*MEMO\*\***

**DATE:** 11/14/2023

**TO:** Dickinson City Commission  
Dustin Dassinger – City Administrator  
Linda Carlson – Deputy City Administrator

**FROM:** Joe Hirschfeld – Dickinson City Assessor

**SUBJECT:** Abatement Hearing 1015-0100-0200

An Abatement application has been filed for the Roosevelt Grand Dakota Lodge owned by Merlin Hotel Group, LLC. The property is located at 532 15<sup>th</sup> St W and the property identification number is 1015-0100-0200. The Application for Abatement has been filed for both 2021 and 2022.

An economic revaluation was completed for all commercial properties in the City of Dickinson by Vanguard Appraisals, INC in 2019 and they have also recently completed a full commercial revaluation for 2024 and have recently returned those estimates of value over. I have included the prior 6 years values plus the 2024 value estimate for reference.

Taxable Year	Taxable Valuation
2018	\$11,166,700
2019	\$4,751,000
2020	\$4,751,000
2021	\$4,751,000
2022	\$4,733,400
2023	\$4,733,400
*2024 - proposed	\$4,840,700

This property transferred by Sheirff’s Deed from Grand Dakota Partners to American Bank Center for \$3,750,000 on 04/27/2021 and then transferred to the Applicant on 07/28/2021 for an undisclosed sum. The Applicant is seeking a value of \$2,860,000 for both 2021 and 2022.

Applicant material provided to the Assessing Office has been included within the packet.

Possible motions include:

- 1) To make no change to the \$4,751,000 value in 2021 and 2022.
- 2) To change the value to the owner's requested \$2,860,000.
- 3) To change to some other value\_\_\_\_\_.

It is the staffs' recommendation that no change be made, as a large market value reduction was made in 2019 following a revaluation effort, with minimal changes made since. The most recent revaluation for 2024 indicates that a slight increase to values is required.

If you have any questions regarding any of these properties or about the abatement process, please feel free to contact me.

Sincerely,

Joe Hirschfeld  
City Assessor

## TWO NORTH DAKOTA APARTMENT PROPERTIES

DICKINSON AND TIOGA, ND

INVESTMENT SALE



### FAST FACTS

TOTAL PROPERTIES	2
TOTAL BUILDINGS	7
TOTAL RSF	282,030
TOTAL APARTMENT UNITS	294
- TOTAL ONE BED/ONE BATH	105
- TOTAL TWO BED/TWO BATH	174
- TOTAL THREE BED/TWO BATH	15
TOTAL GARAGE UNITS	327
- TOTAL ONE-CAR GARAGE	104
- TOTAL TWO-CAR GARAGE	213
YEAR BUILT	2013
ASKING PRICE	\$19,110,000
ASKING PRICE PER UNIT	\$65,000
BLENDED OCCUPANCY	68.55%

### PORTFOLIO FEATURES

- Two high-end North Dakota multifamily properties located in Dickinson and Tioga
- The investment be sold as a full portfolio or per property
- Full portfolio: 7 buildings | 294 apartment units | 327 detached garage units
- Raven Ridge | 3 buildings | 126 units
- Timber Cove | 4 buildings | 168 units
- The purchase of Raven Ridge includes land available for the development of 42 apartment units (Foundation has been poured)
- Timber Cove offers an option to purchase 21.9 +/- AC of adjacent excess land available for single-family home development
- Unit layouts and garage types vary per property, but contain the following: 1 bed/1 bath; 2 bed/2 bath; 3 bed/2 bath; 1-car garage; 2-car garage
- Newer construction, all properties in the portfolio are less than 8 years old
- All properties are well-located in their respective market near to area shopping, dining, schools, parks, airports, hospitals and highways
- Due to the properties' proximity to each other, the portfolio can be managed efficiently
- Market fundamentals are greatly improving as multifamily sales prices have increased an incredible 114% since Q1 2020

**Mike Elliott**  
 Managing Broker  
 701.713.6606  
[mike.elliott@erescompanies.com](mailto:mike.elliott@erescompanies.com)



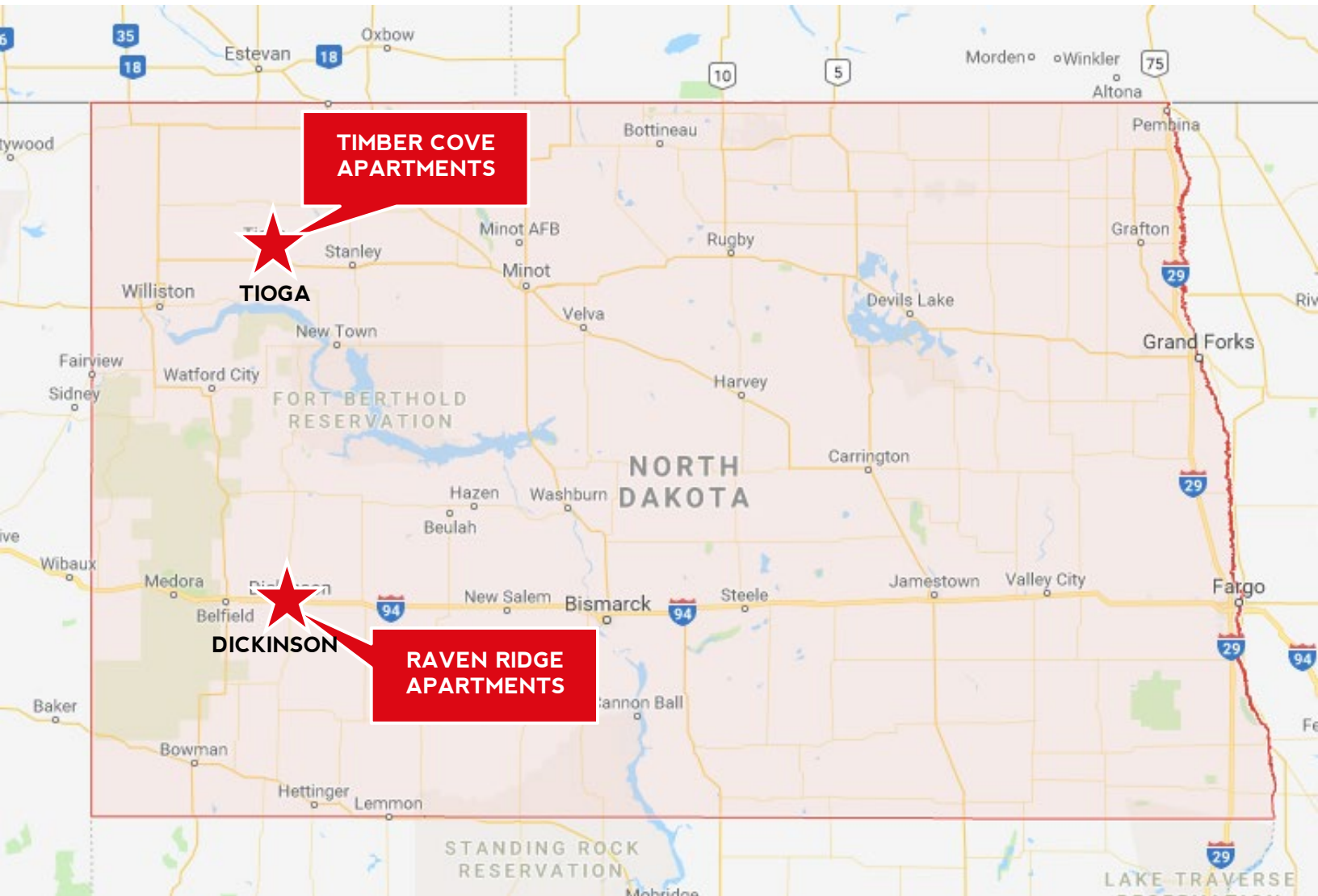


## TWO NORTH DAKOTA APARTMENT PROPERTIES

DICKINSON AND TIOGA, ND

INVESTMENT SALE

### PORTFOLIO AERIAL



Mike Elliott  
Managing Broker  
701.713.6606  
[mike.elliott@erescompanies.com](mailto:mike.elliott@erescompanies.com)



## TWO NORTH DAKOTA APARTMENT PROPERTIES

DICKINSON AND TIOGA, ND

INVESTMENT SALE

### TRANSACTIONAL DATA | Q1 2021

#### INCREASING SALE PRICES

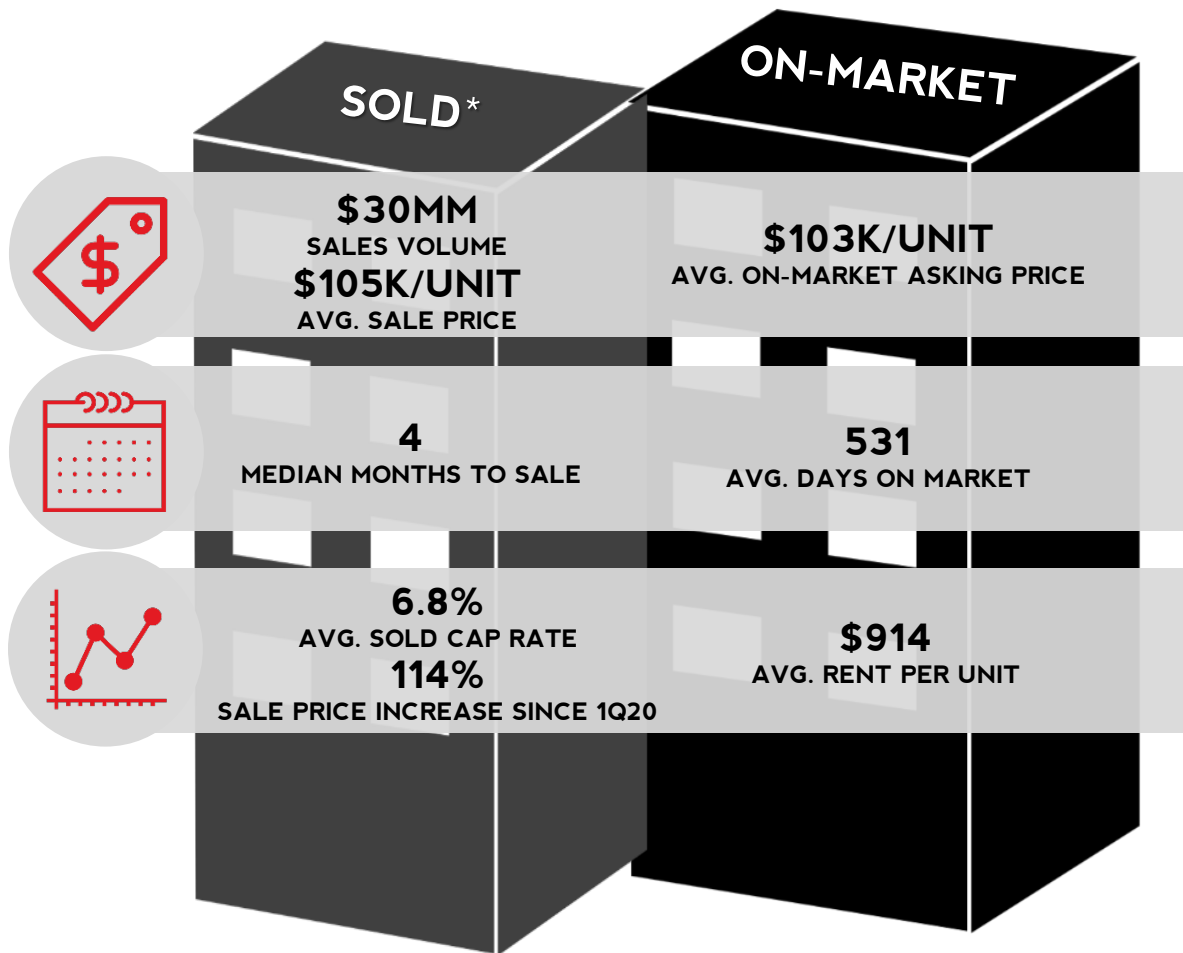
Sale prices for multifamily assets in Western North Dakota are once again on the rise. After flatlining during the COVID pandemic and oil price wars, the average price per unit has increased to \$105K in Q1 2021. This is an incredible **114% increase** over Q1 2020.

#### REDUCED RISK

After a sharp increase through most of 2019, multifamily cap rates have been on the decline since the beginning of 2020. Over the past 12 months, cap rates in Western North Dakota have dropped over 16% representing reduced risk to investors.

#### SALES VOLUME INCREASING

Institutional investors and REITs have turned their attention back to Western North Dakota multifamily markets. In Q1 2021, they represented over 37% of all multifamily investment sales volume.



Mike Elliott  
 Managing Broker  
 701.713.6606  
[mike.elliott@erescompanies.com](mailto:mike.elliott@erescompanies.com)

## TWO NORTH DAKOTA APARTMENT PROPERTIES

DICKINSON AND TIOGA, ND

INVESTMENT SALE

### RENTAL DATA | Q1 2021

OCCUPANCY



<b>80.1%</b> CORE MARKET AVG.	<b>88.0%</b> DICKINSON	<b>95.2%</b> MINOT
----------------------------------	---------------------------	-----------------------

RENTAL RATES  
*CURRENT*



UNIT TYPE	AVERAGE MARKET RENT
Studio	\$695
1 Bedroom	\$800
2 Bedroom	\$864
3 Bedroom	\$1,230

AVERAGE  
PRICE PER UNIT



Mike Elliott  
Managing Broker  
701.713.6606  
[mike.elliott@erescompanies.com](mailto:mike.elliott@erescompanies.com)



## TWO NORTH DAKOTA APARTMENT PROPERTIES

DICKINSON AND TIOGA, ND

INVESTMENT SALE

### RAVEN RIDGE APARTMENTS

1055, 1056, 1156 DONNA LANE, DICKINSON, ND 58601



### FAST FACTS

NUMBER OF BUILDINGS	3
RENTABLE SQUARE FEET	120,870
APARTMENT UNITS	126
GARAGE UNITS	154
YEAR BUILT	2013
COUNTY	STARK
CURRENT OCCUPANCY	72.22%

### UNIT AND COMMUNITY FEATURES

- Air Conditioner
- Cable Ready
- Carpeting
- Dishwasher
- Disposal
- Efficient Appliances
- High Ceilings
- Large Closets
- Microwave
- Patio/Balcony
- Refrigerator
- Washer/Dryer
- Window Coverings
- Handicap Accessible
- Community Garden
- Controlled Entry Doors
- On-Site Maintenance
- On-Site Management

### UNIT BREAKDOWN

- One bed/One bath | 46 units
- Two bed/Two bath | 73 units
- Three bed/Two bath | 7 units
- Detached one-car garage | 49 units
- Detached two-car garage | 105 units
- Additional land available for 42 units and the foundation has been poured

Mike Elliott  
Managing Broker  
701.713.6606  
[mike.elliott@erescompanies.com](mailto:mike.elliott@erescompanies.com)



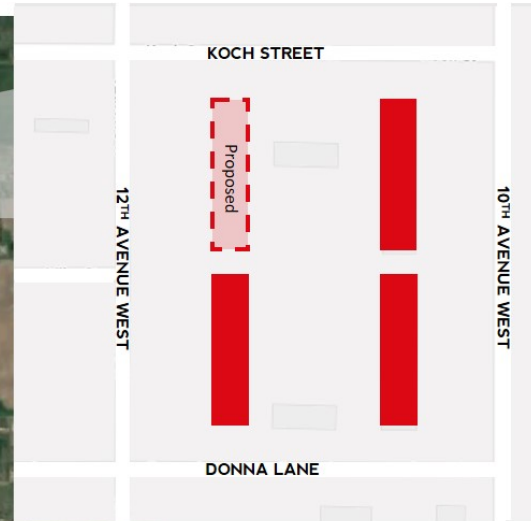


## TWO NORTH DAKOTA APARTMENT PROPERTIES

DICKINSON AND TIOGA, ND

INVESTMENT SALE

**RAVEN RIDGE APARTMENTS**  
CITY PERSPECTIVE



Mike Elliott  
Managing Broker  
701.713.6606  
[mike.elliott@erescompanies.com](mailto:mike.elliott@erescompanies.com)

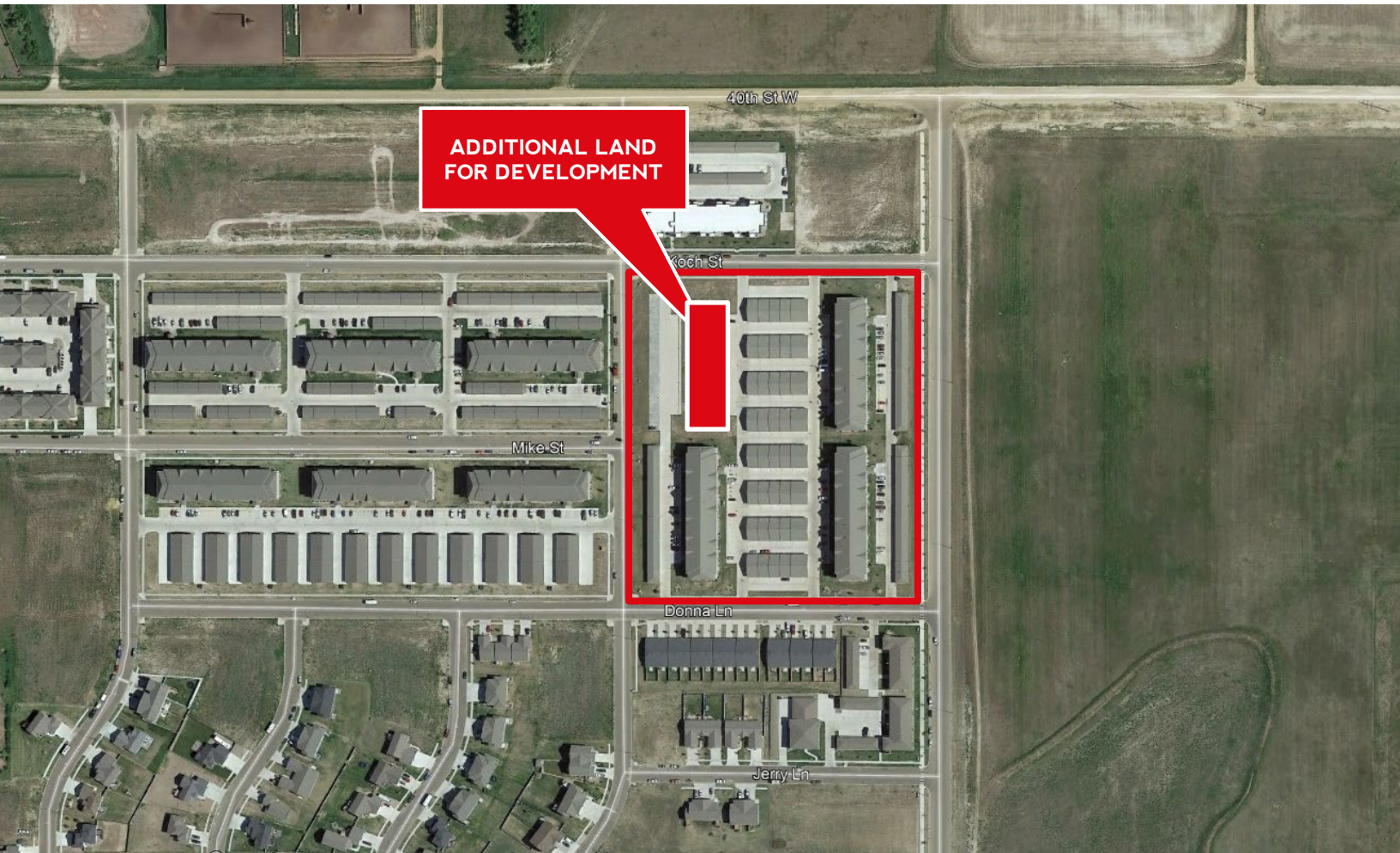


## TWO NORTH DAKOTA APARTMENT PROPERTIES

DICKINSON AND TIOGA, ND

INVESTMENT SALE

**RAVEN RIDGE APARTMENTS**  
PROPERTY AERIAL



**Mike Elliott**  
Managing Broker  
701.713.6606  
[mike.elliott@erescompanies.com](mailto:mike.elliott@erescompanies.com)





## TWO NORTH DAKOTA APARTMENT PROPERTIES

DICKINSON AND TIOGA, ND

INVESTMENT SALE

### TIMBER COVE APARTMENTS

1100, 1104, 1108, 1112 ELM STREET, TIOGA, ND 58852



### FAST FACTS

NUMBER OF BUILDINGS	4
RENTABLE SQUARE FEET	161,160
APARTMENT UNITS	168
GARAGE UNITS	173
TOTAL ACREAGE	15.02
YEAR BUILT	2013
COUNTY	WILLIAMS
CURRENT OCCUPANCY	64.88%

### UNIT AND COMMUNITY FEATURES

- Range
- Refrigerator
- Air conditioner
- Electric heat
- Storage closets
- Laundry facilities
- Fully carpeted
- Off-street parking with plug-ins
- Vaulted ceilings
- Garages available
- Picnic area
- Bike racks
- Lighted parking lots
- Postal mail drops
- Handicap accessible
- Smoke-free buildings
- Some paid utilities
- On-site rental office

### UNIT BREAKDOWN

- One bed/One bath | 59 units
- Two bed/Two bath | 101 units
- Three bed/Two bath | 8 units
- Detached one-car garage | 65 units
- Detached two-car garage | 108 units
- Additional land available for development of single-family homes. Comprised of 69 lots and totals 21.9 AC. Lots range from 0.1 – 0.88 AC

Mike Elliott  
Managing Broker  
701.713.6606  
[mike.elliott@erescompanies.com](mailto:mike.elliott@erescompanies.com)



## TWO NORTH DAKOTA APARTMENT PROPERTIES

DICKINSON AND TIOGA, ND

INVESTMENT SALE

### TIMBER COVE APARTMENTS CITY PERSPECTIVE



Mike Elliott  
Managing Broker  
701.713.6606  
[mike.elliott@erescompanies.com](mailto:mike.elliott@erescompanies.com)



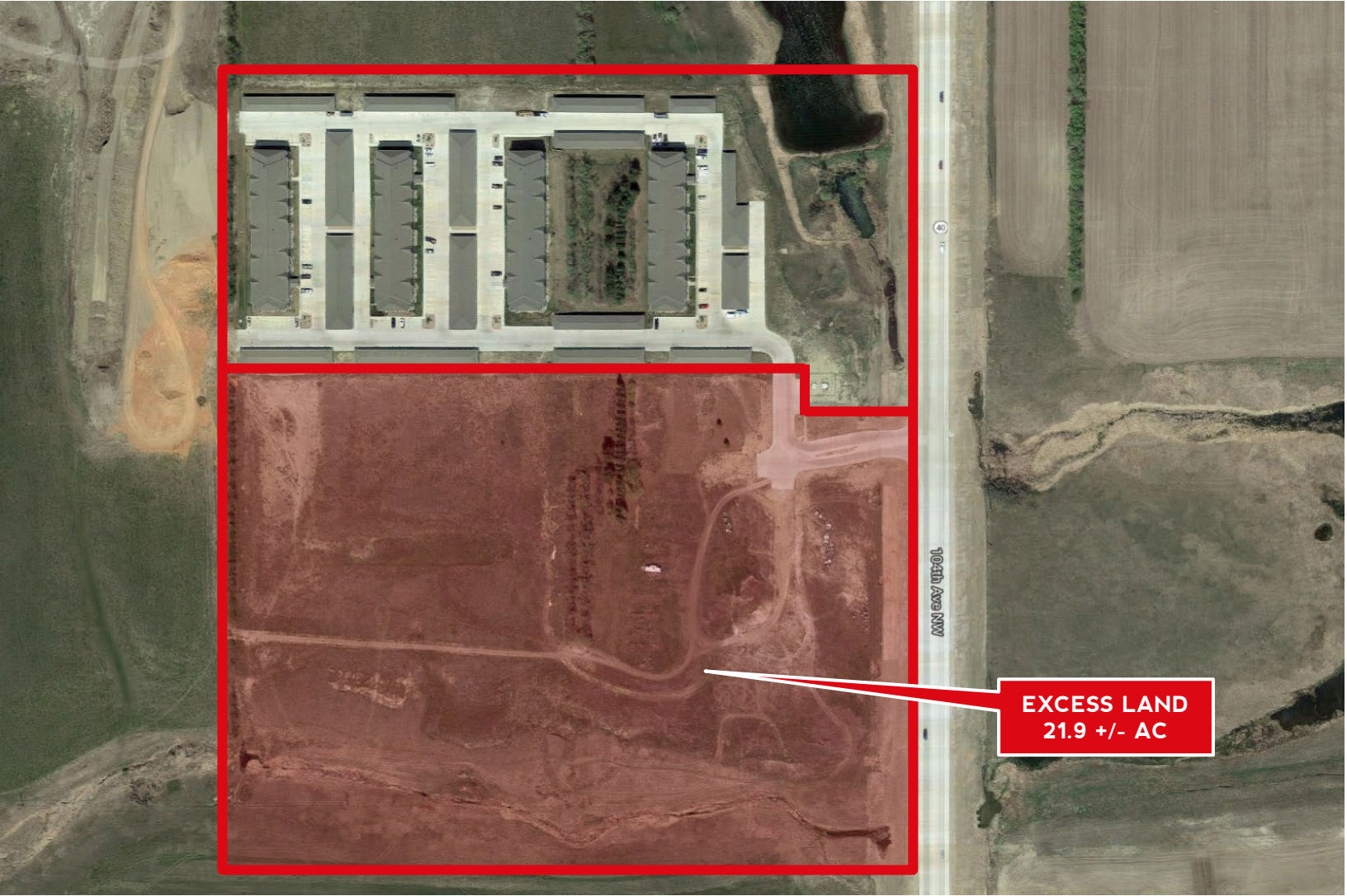


TWO NORTH DAKOTA APARTMENT PROPERTIES

DICKINSON AND TIOGA, ND

INVESTMENT SALE

**TIMBER COVE APARTMENTS**  
PROPERTY AERIAL



Mike Elliott  
Managing Broker  
701.713.6606  
[mike.elliott@erescompanies.com](mailto:mike.elliott@erescompanies.com)



11/9/2023



**GENERAL INFORMATION**

<b>SITE NAME:</b>	Raven Ridge	
<b>PROPERTY PARCEL(S):</b>	1188-0300-0100	
<b>YEARS UNDER ABATEMENT:</b>	2021 Pay 2022, 2022 Pay 2023, 2023 Pay 2024	
<b>ADDRESS:</b>	1156 Donna Ln	
<b>JURISDICTION:</b>	Dickinson	
<b>LAND:</b>	9.71	ACRES
<b>BUILDING:</b>		
<b>UNITS:</b>	126	
<b>YR. BUILT:</b>	2013	
<b>PROPERTY USE:</b>	Multi-Family - Apartment	



**COUNTY'S VALUATION**

	2021/Pay 2022		2022/Pay 2023		2023/Pay 2024	
	<b>LAND:</b>	\$1,064,700	<b>LAND:</b>	\$1,064,700	<b>LAND:</b>	\$1,064,700
	<b>IMPROVEMENT:</b>	\$11,200,300	<b>IMPROVEMENT:</b>	\$14,169,000	<b>IMPROVEMENT:</b>	\$14,169,000
	<b>TOTAL:</b>	<b>\$12,265,000</b>	<b>TOTAL:</b>	<b>\$15,233,700</b>	<b>TOTAL:</b>	<b>\$15,233,700</b>
	<b>PER UNIT:</b>	\$97,341.27	<b>PER UNIT:</b>	\$120,902.38	<b>PER UNIT:</b>	\$120,902.38
<b>CONCLUSION OF VALUE</b>						
<b>Settlement Offer</b>	Indicated Value	<b>Per Unit:</b>	Indicated Value	<b>Per Unit:</b>	Indicated Value	<b>Per Unit:</b>
	<b>\$9,141,000</b>	<b>\$72,547.62</b>	<b>\$10,036,000</b>	<b>\$79,650.79</b>	<b>\$10,495,000</b>	<b>\$83,293.65</b>

**SUPPORTING DOCUMENTS**

We have included the following documents in support of our appeal:  
 Actual Income & Expense Analysis  
 Market Income & Expense Analysis  
 Sales Comparison Analysis

### INCOME AND EXPENSE ANALYSIS

Raven Ridge  
1156 Donna Ln  
Dickinson  
1188-0300-0100

Units	126		
Personal Property/Unit	\$1,000		
Tax Year		2/1/2022	2/1/2023
Vacancy		28.57%	11.90%
Occupancy		71.43%	88.10%
Income Type		<b>2020-2021</b>	<b>2022</b>
		<b>Sept 2020 - Aug 2021</b>	<b>Year-End</b>
<b>INCOME</b>			
Rental Income		1,055,582	1,024,828
Miscellaneous Income		0	43,080
		=====	=====
<b>EFFECTIVE GROSS INCOME</b>		<b>1,055,582</b>	<b>1,067,908</b>
<b>EXPENSES</b>			
Operating Expenses		460,843	501,413
Building Component Expenses		10,466	32,822
Administrative Expenses		71,003	77,440
Reserves for Replacement (3%)		31,667	32,037
		=====	=====
<b>TOTAL EXPENSES</b>		<b>573,980</b>	<b>643,712</b>
<b>NET OPERATING INCOME</b>		<b>481,602</b>	<b>424,195</b>

Assessment Year	2022 P 2023	2023 P 2024
Assessed Value	\$15,233,700	\$15,233,700
Capitalization Rate	6.75%	6.75%
Tax Rate	<u>1.28%</u>	<u>1.28%</u>
Loaded Capitalization Rate	8.03%	8.03%
Indicated Value	\$5,998,000	\$5,283,000
Less: Personal Property	<u>\$126,000</u>	<u>\$126,000</u>
<b>Adjusted Value</b>	<b>\$5,872,000</b>	<b>\$5,157,000</b>
<b>Per Unit</b>	<b>\$46,603</b>	<b>\$40,929</b>

**INCOME CAPITALIZATION APPROACH**  
Raven Ridge  
Fee Simple Income Approach - As of February 1, 2021

	Unit Count		Avg. Rent
	126		\$900

<b>Operating Income</b>		
<b>Potential Gross Income</b>		<b>\$1,360,800</b>
Vacancy & Collection Loss	13.00%	(\$176,904)
Lease-Up Concessions		-
<b>Net Rental Income</b>		<b>\$1,183,896</b>
<b>Other Income</b>		
Other Income	5.00%	\$68,040
		<b>\$1,251,936</b>
<b>Effective Gross Income</b>		
<b>Operating Expenses</b>	\$/Unit	% of PGI
Total Operating Expenses	\$3,780	35.00%
		\$476,280
<b>Net Operating Income</b>	\$6,156	57.45%
		\$775,656
Replacement Reserves	(\$250)	(\$31,500)
<b>Net Income after Reserves</b>		<b>\$744,156</b>
Effective Tax Rate		1.28%
Capitalization Rate		6.75%
<b>Loaded Capitalization Rate</b>		<b>8.03%</b>
Capitalized Value		\$9,267,198
Personal Property/Unit	\$1,000	(\$126,000)
	\$/Unit	GRM
<b>Indicated Value (Rounded)</b>	\$72,548	6.7
		\$9,141,000
	\$/Unit	
<b>2021 Pay 2022 Assessment</b>	\$97,341	\$12,265,000

**INCOME CAPITALIZATION APPROACH**  
Raven Ridge  
Fee Simple Income Approach - As of February 1, 2022

	Unit Count		Avg. Rent
	126		\$950

<b>Operating Income</b>		
<b>Potential Gross Income</b>		<b>\$1,436,400</b>
Vacancy & Collection Loss	11.00%	(\$158,004)
Lease-Up Concessions		-
<b>Net Rental Income</b>		<b>\$1,278,396</b>
<b>Other Income</b>		
Other Income	5.00%	\$71,820
		<b>\$1,350,216</b>
<b>Effective Gross Income</b>		
<b>Operating Expenses</b>	\$/Unit	% of PGI
Total Operating Expenses	\$3,990	35.00%
		\$502,740
<b>Net Operating Income</b>	\$6,726	62.77%
		\$847,476
Replacement Reserves	(\$250)	(\$31,500)
<b>Net Income after Reserves</b>		<b>\$815,976</b>
Effective Tax Rate		1.28%
Capitalization Rate		6.75%
<b>Loaded Capitalization Rate</b>		<b>8.03%</b>
Capitalized Value		\$10,161,594
Personal Property/Unit	\$1,000	(\$126,000)
	\$/Unit	GRM
<b>Indicated Value (Rounded)</b>	\$75,651	7.0
		\$10,036,000
	\$/Unit	
<b>2022 Pay 2023 Assessment</b>	\$120,802	\$15,233,700

**INCOME CAPITALIZATION APPROACH**  
Raven Ridge  
Fee Simple Income Approach - As of February 1, 2023

	Unit Count		Avg. Rent
	126		\$1,000

<b>Operating Income</b>		
<b>Potential Gross Income</b>		<b>\$1,512,000</b>
Vacancy & Collection Loss	8.00%	(\$120,960)
Lease-Up Concessions		-
<b>Net Rental Income</b>		<b>\$1,391,040</b>
<b>Other Income</b>		
Other Income	5.00%	\$75,600
		<b>\$1,466,640</b>
<b>Effective Gross Income</b>		
<b>Operating Expenses</b>	\$/Unit	% of PGI
Total Operating Expenses	\$4,200	35.00%
		\$529,200
<b>Net Operating Income</b>	\$7,440	68.43%
		\$937,440
Replacement Reserves	(\$250)	(\$31,500)
<b>Net Income after Reserves</b>		<b>\$905,940</b>
Effective Tax Rate		1.28%
Capitalization Rate		7.25%
<b>Loaded Capitalization Rate</b>		<b>8.53%</b>
Capitalized Value		\$10,620,633
Personal Property/Unit	\$1,000	(\$126,000)
	\$/Unit	GRM
<b>Indicated Value (Rounded)</b>	\$83,294	6.9
		\$10,495,000
	\$/Unit	
<b>2023 Pay 2024 Assessment</b>	\$120,902	\$15,233,700

Sales Comparison Analysis									
Property Name	Address	City	Parcel	Year Built	Units	Sale Date	Sale Price	Sale Price/Unit	Notes
Sierra Ridge Apartment Homes	2004 Sierra Commons Rd	Dickinson	41116802000100, 4116901000100	2015	278	7/20/2023	\$26,410,000	\$95,000	Additional common area space
West River at Dickinson	2540 4th St W	Dickinson	41-1673-03000-100, 41-1678-01000-100, 41167401000100	2011	234	7/20/2023	\$18,350,000	\$78,419	Auction Sale
Legend Apartments	1167 14th St W	Dickinson	41114007000103	2012	48	2/15/2022	\$2,000,000	\$41,667	
Falcon Heights	1350 Mike St	Dickinson	41118905000100	2013	207	4/15/2022	\$11,200,000	\$54,106	Studio/1B unit mix
Mallard Heights	1350 Mike St	Dickinson	41118905000100	2013	189	4/15/2022	\$10,200,000	\$53,968	Studio/1B unit mix
Property Name	Address	City	Parcel	Year Built	Units	Sale Date	Sale Price	Sale Price/Unit	Notes
Raven Ridge	1156 Donna Ln	Dickinson	1188-0300-0100	2013	126	1/5/2022	\$6,535,714	\$51,870.75	

**Average      \$8,143,632      \$64,632**



3170267 D Fee:\$ 20.00

Total Pages: 4 01/10/2022 12:32:29

Kimberly Kasian, County Recorder

North Dakota Guaranty & Title Co.-Fargo

eRecorded at Stark County Co. North Dakota

Section 3. Item G.



*Kimberly Kasian*

Deed Cover Page

Badland Development II, LLC an North Dakota Limited Liability Company, as grantor and Raven Ridge Owner LLC, a Michigan Limited Liability Company, as grantee.

**L21-1121**

**Prepared outside the State of North Dakota:  
after recording, please return to:**

NDLT 41-1181  
Keli Colby, Esquire  
1351 28<sup>th</sup> Street NW  
Washington, DC 20007

Tax Parcel No. 41-1188-03000-100

I certify that the full consideration paid for the property described in this deed is \$6,535,000

Date: December<sup>30</sup>, 2021 Marya Williams, Grantee

### **DEED**

This DEED is made as of January 5, 2021, by and between Badlands Development II, LLC, a North Dakota limited liability company, as grantor ("**Grantor**"), whose address is c/o Mark Johnsrud PO Box 769, Watford City, ND 58854, and Raven Ridge Owner LLC, a Michigan limited liability company, as grantee ("**Grantee**"), whose address is c/o Princeton Real Estate LLC  
2550 Telegraph Road, Suite 200, Bloomfield Hills, Michigan 48302.

THAT for and in consideration of the sum of Ten Dollars (\$10.00) and other valuable consideration paid to Grantor by Grantee, the receipt and sufficiency of which are hereby acknowledged, Grantor does hereby **GRANT, BARGAIN, SELL AND CONVEY** to Grantee, with Special Warranty, that certain property located in Stark County, North Dakota, as more particularly described in Exhibit A attached hereto and made a part hereof, together with all of Grantor's right, title and interest in and to (i) all buildings and other improvements and fixtures affixed or attached to or situated upon the real property, and (ii) all easements, rights of way, reservations, privileges, appurtenances and other estates and rights of Grantor pertaining to the real property (collectively, the "**Property**"). This conveyance is made subject to all easements, conditions, encumbrances and restrictions of record.


TO HAVE AND TO HOLD the Property, as aforesaid, unto Grantee, its successors and assigns, in fee simple, forever.

*[signature appears on following page]*

IN WITNESS WHEREOF, this Deed has been executed to be effective as of the date first written above.

**GRANTOR:**

BADLANDS DEVELOPMENT II, LLC,  
a North Dakota limited liability company

By:   
Mark Johnsrud, Manager

**Auditor's Office, Stark Co., N.D.**  
Taxes and Special Assessments paid and Transfer Accepted

Date 1/11/22  
Karen Richards  
By [Signature] CO. AUDITOR Deputy

STATE OF Arizona )  
                                  ) ss:  
COUNTY OF Maricopa )

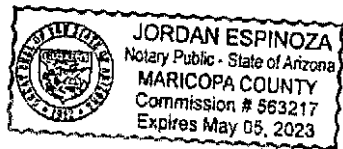
The undersigned, a notary public in and for the jurisdiction aforesaid, do certify that Mark Johnsrud the Manager of Badlands Development, the named Grantor in the foregoing and attached instrument, personally appeared before me Dec. 30, 2021, and said \_\_\_\_\_ being personally well known to me as (or satisfactorily proven to be) the person named as \_\_\_\_\_ in said instrument and acknowledged said instrument to be the act and deed of Grantor, and that he delivered the same as such before me in the jurisdiction aforesaid.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

Jordan Espinoza  
Notary Public

My Commission Expires:  
5/5/23

[Notarial Seal]





**EXHIBIT A TO DEED**

Legal Description

Lot 1, Block 3, Koch's Meadows Hills Third Addition to the City of Dickinson, Stark County,  
North Dakota

# Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

Section 3. Item G.

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota Assessment District 1  
County of Starck Property I.D. No. 1188-0300-0100  
Name Raven Ridge Owner LLC Telephone No. (763) 445-4200  
Address 150 South Fifth Street Minneapolis MN 55402

Legal description of the property involved in this application:

LOT 1, BLOCK 3, KOCH'S MEADOW HILLS 3RD

Total true and full value of the property described above for the year 2021 is:

Land \$ 1,064,700  
Improvements \$ 11,200,300  
Total \$ 12,265,000  
(1)

Total true and full value of the property described above for the year 2021 should be:

Land \$ 1,064,700  
Improvements \$ 8,369,000  
Total \$ 9,434,000  
(2)

The difference of \$ 2,831,000.00 true and full value between (1) and (2) above is due to the following reason(s):

- 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- 2. Residential or commercial property's true and full value exceeds the market value
- 3. Error in property description, entering the description, or extending the tax
- 4. Nonexisting improvement assessed
- 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- 6. Duplicate assessment
- 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- 8. Error in noting payment of taxes, taxes erroneously paid
- 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
- 10. Other (explain) \_\_\_\_\_

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: \$ \_\_\_\_\_ Date of purchase: \_\_\_\_\_  
Terms: Cash \_\_\_\_\_ Contract \_\_\_\_\_ Trade \_\_\_\_\_ Other (explain) \_\_\_\_\_  
Was there personal property involved in the purchase price? \_\_\_\_\_ Estimated value: \$ \_\_\_\_\_  
yes/no

2. Has the property been offered for sale on the open market? \_\_\_\_\_ If yes, how long? \_\_\_\_\_  
yes/no  
Asking price: \$ \_\_\_\_\_ Terms of sale: \_\_\_\_\_

3. The property was independently appraised: \_\_\_\_\_ Purpose of appraisal: \_\_\_\_\_  
yes/no  
Market value estimate: \$ \_\_\_\_\_  
Appraisal was made by whom? \_\_\_\_\_

4. The applicant's estimate of market value of the property involved in this application is \$ \_\_\_\_\_

5. The estimated agricultural productive value of this property is excessive because of the following condition(s): \_\_\_\_\_

Applicant asks that the assessment of parcel 188-0300-0100 be reduced to a fair market value.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) 10/31/23 Date Michael Block Signature of Applicant 10/31/23 Date

**Recommendation of the Governing Body of the City or Township**

Section 3. Item G.

Recommendation of the governing board of \_\_\_\_\_

On \_\_\_\_\_, \_\_\_\_\_, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
 City Auditor or Township Clerk

**Action by the Board of County Commissioners**

Application was \_\_\_\_\_ by action of \_\_\_\_\_ County Board of Commissioners.  
 Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ \_\_\_\_\_ to \$ \_\_\_\_\_ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ \_\_\_\_\_. The Board accepts \$ \_\_\_\_\_ in full settlement of taxes for the tax year \_\_\_\_\_.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached. \_\_\_\_\_

Dated \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
 County Auditor Chairperson

**Certification of County Auditor**

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest? yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

\_\_\_\_\_  
 County Auditor Date

**Application For Abatement  
 Or Refund Of Taxes**

Name of Applicant Raven Ridge Owner LLC

County Auditor's File No. 103-2023

Date Application Was Filed With The County Auditor 11-1-2023

Date County Auditor Mailed Application to Township Clerk or City Auditor 11-2-2023  
(must be within five business days of filing date)

# Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

Section 3. Item G.

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota Assessment District 1  
County of Starck Property I.D. No. 1188-0300-0100  
Name Raven Ridge Owner LLC Telephone No. (763) 445-4200  
Address 150 South Fifth Street Minneapolis MN 55402

Legal description of the property involved in this application:  
LOT 1, BLOCK 3, KOCH'S MEADOW HILLS 3RD

Total true and full value of the property described above for the year 2022 is:

Land \$ 1,064,700  
Improvements \$ 11,200,300  
Total \$ 12,265,000  
(1)

Total true and full value of the property described above for the year 2022 should be:

Land \$ 1,064,700  
Improvements \$ 8,369,000  
Total \$ 9,434,000  
(2)

The difference of \$ 2,831,000.00 true and full value between (1) and (2) above is due to the following reason(s):

- 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- 2. Residential or commercial property's true and full value exceeds the market value
- 3. Error in property description, entering the description, or extending the tax
- 4. Nonexisting improvement assessed
- 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- 6. Duplicate assessment
- 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- 8. Error in noting payment of taxes, taxes erroneously paid
- 9. Property qualifies for Homestead Credit (N.D.C.C. § 57-02-08.1) or Disabled Veterans Credit (N.D.C.C. § 57-02-08.8). Attach a copy of the application.
- 10. Other (explain) \_\_\_\_\_

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: \$ \_\_\_\_\_ Date of purchase: \_\_\_\_\_  
Terms: Cash \_\_\_\_\_ Contract \_\_\_\_\_ Trade \_\_\_\_\_ Other (explain) \_\_\_\_\_  
Was there personal property involved in the purchase price? \_\_\_\_\_ Estimated value: \$ \_\_\_\_\_  
yes/no

2. Has the property been offered for sale on the open market? \_\_\_\_\_ If yes, how long? \_\_\_\_\_  
yes/no  
Asking price: \$ \_\_\_\_\_ Terms of sale: \_\_\_\_\_

3. The property was independently appraised: \_\_\_\_\_ Purpose of appraisal: \_\_\_\_\_  
yes/no  
Market value estimate: \$ \_\_\_\_\_  
Appraisal was made by whom? \_\_\_\_\_

4. The applicant's estimate of market value of the property involved in this application is \$ \_\_\_\_\_

5. The estimated agricultural productive value of this property is excessive because of the following condition(s): \_\_\_\_\_

Applicant asks that the assessment of parcel 188-0300-0100 be reduced to a fair market value.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) \_\_\_\_\_ Date 10/31/23 Signature of Applicant Michael Brock Date 10/31/23



Recommendation of the Governing Body of the City or Township

Section 3. Item G.

Recommendation of the governing board of \_\_\_\_\_

On \_\_\_\_\_, \_\_\_\_\_, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was \_\_\_\_\_ by action of \_\_\_\_\_ County Board of Commissioners.  
Approved/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ \_\_\_\_\_ to \$ \_\_\_\_\_ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ \_\_\_\_\_. The Board accepts \$ \_\_\_\_\_ in full settlement of taxes for the tax year \_\_\_\_\_.

We reject this application in whole or in part for the following reason(s). Written explanation of the rationale for the decision must be attached. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Dated \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?
				yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

\_\_\_\_\_  
County Auditor Date

Application For Abatement Or Refund Of Taxes

Name of Applicant Raven Ridge Owner LLC

County Auditor's File No. 104-2023

Date Application Was Filed With The County Auditor 11-1-2023

Date County Auditor Mailed Application to Township Clerk or City Auditor 11-2-2023  
(must be within five business days of filing date)

**CITY OF DICKINSON**

**38 1st Street West  
Dickinson, ND 58601**

**Dial 701-456-7734**

**FAX 701-456-7723**

**OFFICE OF CITY ASSESSOR**

**Joe J Hirschfeld**

**\*\*MEMO\*\***

**DATE:** 11/14/2023

**TO:** Dickinson City Commission  
Dustin Dassinger – City Administrator  
Linda Carlson – Deputy City Administrator

**FROM:** Joe Hirschfeld – Dickinson City Assessor

**SUBJECT:** Abatement Hearing 1188-0300-0100

An Abatement applications has been filed for the Raven Ridge Apartments owned by Raven Ridge Owner, LLC. The property is located at 1053 – 1153 Koch Street and the property identification number is 1188-0300-0100. The Application for Abatement has been filed for both 2021 and 2022.

An economic revaluation was completed for all commercial properties in the City of Dickinson by Vanguard Appraisals, Inc. in 2019. Vanguard has also completed a full commercial revaluation for 2024 and returned those estimates of value recently. I have included the prior 6 years values plus the 2024 value estimate for reference.

Taxable Year	Taxable Valuation
2018	\$15,259,500
2019	\$12,265,000
2020	\$12,265,500
2021	\$12,265,000
2022	\$15,233,700
2023	\$15,233,700
*2024 - Proposed	\$12,187,800

This property transferred by Deed from Badlands Development to Raven Ridge on 01/05/2021 for \$6,535,000. Per applicant material, it appears this was marketed as part of a portfolio transaction with another property in Tioga. The Applicant is seeking a value of \$9,434,000 for both 2021 and 2022.

Applicant material provided to the Assessing Office has been included within the packet.

Possible motions include:

- 1) To make no change to the \$12,265,000 value in 2021 and the \$15,233,700 value in 2022.
- 2) To change the value to the owners requested \$9,434,000.
- 3) To change to some other value\_\_\_\_\_.

It is staffs recommendation that no change be made, as a market value reduction was made in 2019 following a revaluation effort, with a market supported adjustment made in 2022 following recent apartment sales. The most recent revaluation for 2024 is indicating that a slight decrease to values is recommended, but Assessing Staff and Vanguard Appraisals, Inc are still vetting the changes in value to apartments.

If you have any questions regarding any of these properties or about the abatement process, please feel free to contact me.

Sincerely,

Joe Hirschfeld  
City Assessor

# Human Resources

## Job Description Approval





# November Hiring Journal

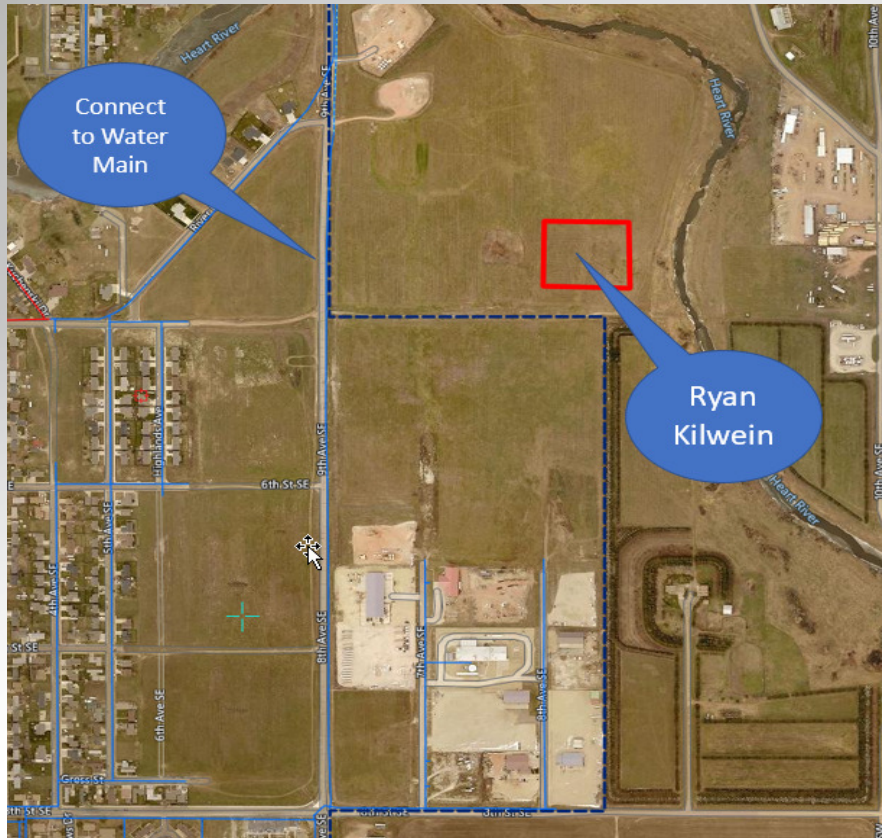
Req #	Hiring Journal - November	Date opened:	Date closed:	# of days position is/was open:	total applicants:	# of disqualified apps:	# withdrawn apps:	# of interviews:	# of declined offers:	Updated on 11/15/2023
	Position									Hired:
	203 Police Officer	9/28/2022	10/12/2022	14						1 in background
	316 Police Officer (5 openings)	9/19/2023	until filled		17					
	317 Lateral Police Officer	9/19/2023	until filled							
	312 Corporal Police Officer (Internal Only)	8/28/2023	9/12/2023	15	9					Promoted Aaron Bates, Evan Kinto, Jesse Kubik, Mike Legler
	328 Records Clerk	10/30/2023	11/13/2023	14	44					Interview Stage
	331 Street Maintenance Operator (4 Openings)	11/15/2023	Until Filled							
	309 Street Maintenance Foreman	8/22/2023	9/5/2023	14						
	319 Street Maintenance Foreman	10/13/2023	11/14/2023	32	2	2	0	0	0	
	326 Fleet Shop Technician	10/30/2023	Until Filled							
	311 Solid Waste Operator (4 Openings)	8/29/2023	Until Filled		8	1	0	3		Hired Devin Nash-McGhee ; interview stage
	308 Bailiff (PT)	8/22/2023	9/5/2023	14	5	1	0	3		0 re-open until filled
	316 Bailiff (PT)	10/10/2023	10/23/2023	13	13	3		2		0 No offers made
	321 Public Works Director	10/12/2023	11/30/2023	49						
	320 Fire Lieutenant (Internal Only)	10/30/2023	11/5/2023	6	6					
	322 Part-Time Fire Fighter	10/16/2023	10/24/2023	8	5	0	0	5		0 Background Stage
	317 Library Director	11/13/2023	11/25/2023	12						
	323 Limited Hour Library Page	10/19/2023	10/26/2023	7	15	1				Background Stage
	329 Marketing and Events Coordinator	11/13/2023	11/17/2023	4						
	325 Project Engineer	10/30/2023	11/30/2023	31						
	327 Property Appraiser Technician	11/3/2023	11/13/2023	10	15	1				Interview Stage



Req #		Hiring Journal - November		Updated on 11/15/2023						
Req #	Position	Date opened:	Date closed:	# of days position is/was open	total applicants:	# of disqualified apps:	# withdrawn apps:	# of interviews:	# of declined offers:	Hired:
203	Police Officer	9/28/2022	10/12/2022	14						1 in background
316	Police Officer (5 openings)	9/19/2023	until filled		17					
317	Lateral Police Officer	9/19/2023	until filled							
312	Corporal Police Officer (Internal Only)	8/28/2023	9/12/2023	15	9					Promoted Aaron Bates, Evan Kinto, Jesse Kubik, Mike Legler
328	Records Clerk	10/30/2023	11/13/2023	14	44					Interview Stage
331	Street Maintenance Operator (4 Openings)	11/15/2023	Until Filled							
309	Street Maintenance Foreman	8/22/2023	9/5/2023	14						
319	Street Maintenance Foreman	10/13/2023	11/14/2023	32	2	2	0	0	0	
326	Fleet Shop Technician	10/30/2023	Until Filled							
311	Solid Waste Operator (4 Openings)	8/29/2023	Until Filled		8	1	0	3		Hired Devin Nash-McGhee ; interview stage
308	Bailiff (PT)	8/22/2023	9/5/2023	14	5	1	0	3	0	re-open until filled
316	Bailiff (PT)	10/10/2023	10/23/2023	13	13	3		2	0	No offers made
321	Public Works Director	10/12/2023	11/30/2023	49						
320	Fire Lieutenant (Internal Only)	10/30/2023	11/5/2023	6	6					
322	Part-Time Fire Fighter	10/16/2023	10/24/2023	8	5	0	0	5	0	Background Stage
317	Library Director	11/13/2023	11/25/2023	12						
323	Limited Hour Library Page	10/19/2023	10/26/2023	7	15	1				Background Stage
329	Marketing and Events Coordinator	11/13/2023	11/17/2023	4						
325	Project Engineer	10/30/2023	11/30/2023	31						
327	Property Appraiser Technician	11/3/2023	11/13/2023	10	15	1				Interview Stage

Section 3. Item H.

# Consideration to approve water contract for Ryan Kilwein



- Ryan Kilwein is within the ETZ and would like to connect to the city's water distribution line.
- Southwest Water does not have capacity to serve Ryan Kilwein and no fees will be assessed.
- This is the first time that the city would supply water outside of city limits with a contract.

**POTABLE WATER AGREEMENT**

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2023, by and between the CITY OF DICKINSON, a municipal corporation whose post office address is 38 1st Street West, Dickinson, ND 58601 (hereinafter "Dickinson") and Ryan Kilwein and Nicole Kilwein whose post office address is 483 6th Avenue Southeast, Dickinson, ND 58601 (hereinafter "Kilwein").

WHEREAS, Dickinson currently maintains water distribution system for the municipality; and

WHEREAS, Kilwein’s infrastructure is approximately 300 feet outside the city limits of Dickinson, and Kilwein desires to connect to Dickinson's water distribution system; and

WHEREAS, the Dickinson’s water distribution system has sufficient capacity to handle the increased water usage anticipated from Kilwein, and can allow Kilwein to connect to the system with no detrimental effect upon said system or the residents of Dickinson; and

NOW THEREFORE, IT IS HEREBY AGREED between the above parties as follows:

1. **INTENT:** It is the intent of this agreement to outline the rights and responsibilities of the parties concerning the connection by Kilwein to the Dickinson municipal water distribution system.
2. **PRIVATE SYSTEM:** The Kilwein water system, including all pipelines, and piping, shall be considered a private system for residential use only, and shall in no way be construed to be a public system or a part of the Dickinson water distribution system.
3. **CONNECTION:** Dickinson agrees to allow Kilwein to connect to its water distribution system at a point to be determined by Dickinson. Dickinson shall have authority to determine the location of the connection, and the manner and specifications for the connection. Kilwein shall receive a permit, as required by §38.08.050 of the Dickinson Municipal Code, and shall pay a water connection and water access charge as contained within Dickinson's annual fee schedule, which may be adjusted from time to time. Kilwein also agrees to comply with all responsibilities and restriction enumerated in articles 38.08 and 38.24 of the Dickinson Municipal Code.
4. **KILWEIN SYSTEM:** Kilwein shall be solely responsible for all costs associated with construction of its system, including but not limited to all pipes, and materials, up to and including the point of connection to the Dickinson water distribution system.



All construction and facilities must comply with the state plumbing code and any requirements of the Dickinson water distribution system for private water systems within the city. Kilwein shall be solely responsible for obtaining all easements and right of ways for the construction, both within and outside of the Dickinson city limits.

5. **METERING:** The water shall be metered at a point acceptable to Dickinson.

Dickinson shall be entitled to enter upon Kilwein's property at any time to read the meter or inspect the metering equipment. Kilwein shall provide or modify any plumbing necessary for the installation of the water meter. A City employee shall install and seal the meter.

The meter may be read periodically by Dickinson employees, and the charges to Kilwein shall be based upon said meter readings as well a base rate, the rates for such charges are contained within Dickinson's annual fee schedule, which may be adjusted from time to time.

Kilwein agrees that, if said meter becomes inoperable for any portion of a particular month, that it will pay water charged for said month equal to an average of the last three months, unless the water can be estimated.

6. **WATER CHARGES:** Kilwein agrees to pay water charges at the rates specified in Dickinson's annual fee schedule, which may be adjusted from time to time. Dickinson shall submit a monthly bill to Kilwein for water charges for the previous month. Thereafter, Kilwein shall pay the invoiced amount by the invoice due date.

7. **ADDITIONAL CONNECTIONS:** Ryan Kilwein shall not allow any other person or entity to connect to Kilwein's water system, except with the express written authority of Dickinson.

8. **TERMINATION:** Kilwein may terminate this agreement upon 60 days written notice to Dickinson. Dickinson may terminate this agreement if:

- a. Kilwein fails to pay the water charges when due, and the delinquency continues for a period of 60 days;
- b. Failure of Kilwein to comply with any term or condition of this agreement;
- c. Determination by any Court of the North Dakota Attorney General that any provision of this agreement violates any federal, state, or local law or regulation.
- d. Annexation of the Kilwein property to the City of Dickinson.
- e. If Dickinson terminates this agreement, it shall give Kilwein 60 days written notice of its intent to terminate.
- f. If either party elects to terminate, Kilwein shall be solely responsible for all costs

associated with disconnecting from the Dickinson system and placing Dickinson's water system in the same condition as it was prior to the connection. Kilwein shall also pay all water charges incurred up to the date the disconnection is made.

9. **NON-TRANSFERABLE:** It is agreed that this agreement is solely for the benefit of the parties hereto. Kilwein may not transfer his interest, or any portion thereof, to any other person or entity. No other person, organization, or entity shall have any rights hereunder, unless specifically agreed by Dickinson.

10. **ANNEXATION:** In consideration of the terms and conditions of this agreement, Kilwein hereby agrees that it will not file a written protest to annexation of the above- identified property, or any portion thereof, and further waives and releases any right that it may have to file a written protest to the annexation. This waiver and release of protest rights and agreement not to protest relates to the annexation of the property, or any portion thereof, based on petitions filed by persons in the vicinity, annexation by resolution of the City Commission, or any other method that may be provided for under the law.

11. **INDEMNIFICATION:** Kilwein expressly stipulates and agrees to indemnify and hold harmless Dickinson, its officers, agents, and employees, against loss and liability, costs, expense, and reasonable attorney fees from any and all claims, demands, or actions which may be hereafter, and at any time made against Dickinson, or any of its officers, agents, or employees, by any person or entity, arising in whole or in part from:

- a. Injury to person or property, from whatever cause, or in any way connected with this Agreement, including any liability or any injury to the person or personal property of City, its agents, officers, or employees;
- b. Any work negligently performed pursuant to this Agreement; Kilwein's negligent failure to perform any provision of this Agreement or to comply with any requirement imposed upon by Dickinson, or any other party by any duly authorized governmental agency or political subdivision.
- c. Any other claim arising out of the subject matter of this contract.

12. **CITY SERVICES:** Kilwein specifically agrees that this agreement only covers water services, and Dickinson, by this agreement, undertakes no duty or obligation to provide any other municipal services to Kilwein now or at any time in the future.

13. **COMPLIANCE WITH LAWS:** Kilwein shall comply with all federal, state, and local

laws, rules, and regulations pertaining to the matters contained in this agreement.

14. **CITY AUTHORITY:** Dickinson is entering into this agreement by virtue of its right to operate and maintain its municipal water system and under its home rule authority.

15. **SEVERABILITY:** In the event that any provision of this Agreement shall be held invalid, illegal, or unenforceable by any court of competent jurisdiction, such holding shall pertain only to such section and shall not invalidate or render unenforceable any other section or provision of this Agreement.

16. **NON-WAIVER:** Each right, power or remedy conferred upon Dickinson or Kilwein by this Agreement is cumulative and in addition to every other right, power or remedy, express or implied, now or hereafter arising, or available to Dickinson or Kilwein at law or in equity, or under any other agreement. Each and every right, power and remedy herein set forth or otherwise so existing may be exercised from time to time as often and in such order as may be deemed expedient by Dickinson or Kilwein and shall not be a waiver of the right to exercise at any time thereafter any other right, power or remedy. If either party waives in writing any default or nonperformance by the other party, such waiver shall be deemed to apply only to such event and shall not waive any other prior or subsequent default.

17. **GOVERNING LAW - VENUE:** This Agreement shall be governed by and construed according to the laws of the State of North Dakota. The parties hereby stipulate and agree that the District Court, Southwest Judicial District, State of North Dakota, shall have personal jurisdiction over the parties hereto, and that such District Court, Southwest Judicial District, State of North Dakota, is the appropriate and proper venue for resolving any dispute under this Agreement.

18. **ENTIRE AGREEMENT:** This Agreement contains the entire agreement between and among the parties hereto, and supersedes all prior and contemporaneous discussions, negotiations, understandings, and agreements, whether oral or written, express or implied, between or among them relating to the subject matter of this Agreement. This Agreement may not be amended orally, nor shall any purported oral amendment (even if accompanied by partial or complete performance in accordance therewith) be of any legal force or effect or constitute an amendment of this Agreement, but rather this Agreement may be amended only by an agreement in writing signed by the parties.

*(Signatures begin on following page)*









IN WITNESS WHEREOF, the Landlord and Tenant have respectively executed this Lease as of the day and year first above written.

CITY OF DICKINSON,

By: \_\_\_\_\_  
Scott Decker, President  
Board of City Commissioners

ATTEST:

By: \_\_\_\_\_  
Dustin Dassinger  
City Administrator

STATE OF NORTH DAKOTA     )  
  )ss  
COUNTY OF STARK            )

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me personally appeared **Scott Decker** and **Dustin Dassinger**, known to me to be, respectively, the President of the Board of City Commissioners and the City Administrator for the City of Dickinson, the persons who are described herein and who executed the within and foregoing instrument and acknowledged to me that the City of Dickinson executed the same.

\_\_\_\_\_  
Notary Public  
Stark County, North Dakota



## ADMINISTRATION/MISCELLANEOUS

2023 Addition  
Updated or Edited

### Alcohol and Tobacco Related Licenses

The City May issue the following licenses for retail sale of alcoholic beverages

	<u>Issuance Fee</u>	<u>Annual Renewal</u>
(a)On/Off Sale	\$185,000/min bid	\$ 3,000.00
(b)Lodge or Club License	\$ 3,000.00	\$ 3,000.00
(c)Motel or Hotel License	\$ 3,000.00	\$ 3,000.00
(d)Restaurant On-Sale License	\$ 2,500.00	\$ 2,500.00
(e)Military Club Beer and Wine License	\$ 700.00	\$ 700.00
(f)Microbrewery Pub License	\$ 700.00	\$ 700.00
(g)Beer and Wine Concession License	\$ 550.00	\$ 550.00
(h)Distillery License	\$ 700.00	\$ 700.00
(i)Brewer Taproom License	\$ 2,000.00	\$ 2,000.00
(j)Domestic Winery License	N/A	N/A
(k)Beer Only On-Sale License	\$ 700.00	\$ 700.00
(l)Beer and Wine Only On-Sale License	\$ 1,250.00	\$ 1,250.00
Non-Refundable application fee:	\$500.00	Was \$250
Annual Renewal Late Fee	\$100.00 Per License	
Non-Refundable transfer fee:	\$500.00	Was \$250
*Special Event Alcoholic Permit	\$25.00 Per Event	
*Rush Late Fee		

If less than 10 days prior to the event - the fee is \$100  
 Applications received less than 3 days prior to event will be DENIED  
 Annual Fee, plus Application Fee, plus a prorated amount from commission approved application date through Dec. 31 of current year

New Owner License Fee

### Tobacco Related Licenses

Application Fee	\$50.00 Per License
Annual Renewal	\$50.00 Per License
Annual Renewal Late Fee	\$50.00 Per License

### Animal

Abandonment/Surrender Fee	\$50.00 Per Animal
Adoption Fee	
Cat	\$5.00 Each plus veterinary cost
Dog	\$25.00 Each plus veterinary cost
Animal Code Violation for Article 5.08 and 5.12	\$50.00 Each
Chipping Fee	\$10.00 Each
Impound Fee - Dogs/Cats	\$50.00 Each
Boarding fees	\$10.00 Per day
Pet License	
Dog and Cat	\$25.00 every 2 years
Failure to License	\$50.00 Per Occurrence

### Armory Building Rental

Gymnasium Rental Fee	\$400.00 Per Day
Classrooms	\$80.00 Per Day

### Gaming Related Licenses

Site Authorization	\$100.00 Annual
Annual Permit	\$25.00 Annual
Single Event Permit	\$10.00 Each

### Business/Contractor Licenses

Arborist	\$100.00 Annual	Was \$25
Adult Entertainment	\$2,000.00 Annual	
Bicycle	\$5.00 Lifetime	
Concrete Contractor	\$100.00 Annual	
Excavators License	\$100.00 Annual	
House Mover	\$50.00 Annual	
Junk Dealer	\$50.00 Annual	
Pawn Broker	\$50.00 Annual	
RV Park/Campground	\$250.00 Annual	
	\$100.00 less if in combination with mobile home fees	

State, Municipality, or Non-Profit Agency are all exempt

Mobile Home Tiered Fees	
3-10 Lots	\$100.00 Annual
11-25 Lots	\$150.00 Annual
26-50 Lots	\$200.00 Annual
More than 50 Lots	\$250.00 Annual
Pesticides-Commercial Applicator	\$50.00 Annual
Pet Daycare Operator	\$125.00 Annual Renewal
Plumbers License	\$100.00 Annual
Heating & Air License	\$100.00 Annual
Contractor License	\$100.00 Annual
Taxicab/Chauffeur/Omnibus	\$50.00 Annual

### Dickinson Legacy Square

#### Rental Fee - Per Day/Per Event

Full Venue Rental (All inclusive- Except Staffing)	\$2,000
Partial Rental (Excluding Childrens' Play Area & Staffing)	\$1,000
Pavilion Rental	\$150
Kid Zone Rental	\$300
Stage Rental	\$150
Concourse Rental	\$150

**Additional Options Available Per Event**

Screen Use	\$50
Music/Speakers	\$50
Full Sound System with mics	\$100
Tables/Chairs	\$100
On-Site Staffing	\$500
Vending Space	\$50
Green Room Space (Available with Full Venue Rental)	\$0
Fire Places	\$50
Splash Pad	\$50

**Deposit & Cancellation**

Non-Refundable Deposit	20% of total fee
Cancellation Fee	10% of total fee

**LIVE at Legacy Square Concert Vendor Fees**

Vending	\$100 Per Event
Refundable Cleaning Deposit	\$100 Start of Season
Electrical	Included in Fee

**Small Event Vendor Fees**

Vending	\$50 Per Event
Electrical	\$25 If Requested

Pay Pall accepted for City Sponsored Concerts

All fees to be paid at City Hall  
 Cash/Check/Card Payments Accepted  
 Street Closure/Permitting is responsibility of patron  
 Alcohol permitting/licensing responsibility of patron if not a city sponsored event

**Event Permit**

Circus / Carnival	\$50.00 Per Day
*Parade/Street Closure	\$50.00 Per Day
*Non-Alcohol / Street Closure	\$50.00 Per Day
*Rush Late Fee	

If less than 10 days prior to the event - the fee is \$100  
 Applications received less than 3 days prior to event will be DENIED

**Temporary Use Permit**

\$100.00 Per Application

**Misc Fees**

DVD and CD Copy	\$2.00 Each
Fax	\$2.00 Per Page
Microfilm Copies	
Full size	\$1.00 Each
w/card	\$1.50 Each
Xerox Copies	
8 1/2 x 11 and 8 1/2 x 14	\$0.25 Per Page
11 x 17	\$0.25 Per Page
Copies by Mail	\$5.00 Minimum + charge for copies over 10
<b>Plotted Maps</b>	<b>\$35.00 Per Page</b>
City-Vehicle Commuter Rate	\$1.50 per one-way      commute
NSF Fee	\$40.00 Per Check

**Board Fee Compensation**

Board of Adjustment	\$100 per meeting
Civil Service Commission	\$100 per meeting
Energy Committee Board	\$100 per meeting
Finance Committee Board	\$100 per meeting
Historic Preservation Board	\$100 per meeting
Library Board	\$100 per meeting
Planning & Zoning Board	\$100 per meeting
Special Assessment Board	\$100 per meeting
Urban Forestry Board	\$100 per meeting
Weed Board	\$100 per meeting

*further note: respective board members must be present at said meetings to receive said compensation  
 compensation excludes city staff and elected officials*

**BUILDING & CODE ENFORCEMENT**

**Board of Adjustment - Variance**

\$150.00 Per Application

**Board of Appeals**

\$150.00 Per Application

**Building & Construction Permits (Based on valuation)**

*Building Permit Fees*

Up to \$1,000	\$50.00
In excess of \$1,000	
First \$1,000	\$60.00
Each add'l \$1000 or fraction to \$200,000	\$4.00
Each add'l \$1000 or fraction over \$200,000	\$5.50

*Plan Review*

Building - Residential	\$80.00 Per/ Hr
Building - Commercial/Industrial	Actual + 10%
Fire Department	\$40.00 Per Application
Engineering Department	\$200.00 Per/Hr for Commercial

**Demolition Permit**

\$75.00

**Energy Certificate**

\$3.00

<b>Fence Permit</b>	\$60.00
<b>Fireplace Permit</b>	\$35.00
<b>Moving Permit</b>	\$75.00 Each

**Mechanical Permits**

(Includes Single/Mobile Home/Multi-family/Commercial)

First Unit	\$50.00
Each Additional Unit	\$15.00
Replace Furnace or Water Heater	\$35.00

**Plumbing Permits**

First 16 Fixture units	\$120.00
Each Additional Fixture units	\$1.00

**Property Code Compliance**

Weed Control	\$500.00 Per hour with \$500 minimum
Lot Mowing	\$500.00 Per hour with \$500 minimum

**Public Space Management Permit**

3x3 area or smaller	\$50.00 Annual
Up to 25' storage frontage	\$250.00 Annual
26' - 50' store frontage	\$500.00 Annual
Over 50' store frontage	\$750.00 Annual
Annual Renewal (with no changes)	\$200.00

**Re-Inspection Fee**

\$200.00

**Sign Permits (Based on valuation)**

<i>Plan Review</i>	\$80.00
<i>Sign Permit Fees</i>	
Up to \$1,000	\$50.00
In excess of \$1,000.....	
First \$1,000	\$60.00
Each additional \$1,000 or fraction	\$3.50

**Sprinkler System (underground)** \$25.00 Each

**Uncovered Deck** \$100.00 Per Deck

**Water Well Permit** \$80.00 Each

*Water and Sewer Connection Fees ( see Water/Sewer Section)*

## BUILDINGS AND SITES

**Cemetery** varying prices - contact Permitting at City Hall

Buy-back of cemetery lot	
Will pay price paid if they have receipts, otherwise:	
Single	\$25.00
Side by Side	\$75.00
Forfeiture of Cemetery Lots	\$250.00
<b>Winter Grave Site Prep Fee (Nov. 1 - April 1)</b>	<b>\$300.00</b>
Name Plate Replacement	<span style="background-color: yellow;">\$50.00</span> plus cost of nameplate
Disinterment (Admin Only)	<span style="background-color: yellow;">\$100.00</span> Funeral home completes disinterment

**Mausoleum** varying prices - contact Permitting at City Hall

Interment/Disinterment of Casket	\$300.00 Initial Interent is included in cost of space
Interment/Disinterment of Urn	\$100.00 Initial Interent is included in cost of space
Name Plate Replacement	\$50.00 plus cost of nameplate - Original nameplate included in cost of space

## ENGINEERING

<b>Concrete Permit (for new construction only)</b>	\$150.00 Residential	\$500.00 Commercial
<b>Plan/Plat Review</b>	\$0.00 Residential	\$200.00/hr Commercial
<b>Construction Inspection</b>	10% of the Bid Price	
<b>Oil Well Permits</b>	\$1,000.00 Per Application	
<b>Floodplain Development Permit Application</b>	Free Residential	\$150.00 Commercial
Re-Review Fee	\$100.00	
<b>FIRM Modifications Plan Review/Re-Review</b> (not to exceed \$12,000 per review)	\$2,000.00 per acre of floodplain and tributary to be reviewed started in 2019	
<b>Re-Inspection Fee</b>	<span style="background-color: yellow;">\$200.00</span> Per Inspection	
<b>Utility Crossing Permit (Non Franchise)</b>	\$1,000.00 Per Application	
<b>Utilities Permits (for new construction only)</b>	\$100.00 Residential	\$500.00 Commercial

**Overweight Vehicles** (fees are set by Western Dakota Energy Association and are subject to change. GW = Gross Weight).

**Trucks & Trailers**

GW under 105,500, but over-width or over-length	\$20.00
GW 105,501 – 110,000	\$30.00
GW 110,001 – 115,000	\$40.00
GW 115,001 – 120,000	\$50.00
GW 120,001 – 125,000	\$60.00
GW 125,001 – 130,000	\$70.00
GW 130,001 – 135,000	\$80.00
GW 135,001 – 140,000	\$90.00
GW 140,001 – 145,000	\$100.00

GW 145,001 – 150,000	\$110.00		
GW over 150,000 (Excess)	\$5.00 Per Ton Per Mile		
<b>Workover Rigs &amp; Cranes</b>			
GW 40,000 – 60,000	\$30.00		
GW 60,000-100,000	\$40.00		
GW 100,001 – 110,000	\$60.00		
GW110,001 – 115,000	\$70.00		
GW 115,001 – 120,000	\$80.00		
GW 120,001 – 125,000	\$90.00		
GW 125,001 – 130,000	\$100.00		
GW 130,001 – 135,000	\$110.00		
GW 135,001 – 140,000	\$120.00		
GW 140,001 – 145,000	\$130.00		
GW 145,001 – 150,000	\$140.00		
GW over 150,000 (Excess)	\$5.00 Per Ton Per Mile		
<b>Earth Moving Equipment (Roaded)</b>			
GW 0,000 – 70,000	\$30.00		
GW 70,001 and over	\$50.00		
<b>Drilling Rig Move</b>			
	\$500.00 Per Move		
<b>Storm Water Management Permits</b>			
Storm Water Permit	\$100.00 Ea/Residential	\$250.00/Ac	Commercial
Failure to obtain Storm Water Mgmt. Permit	\$250.00 Ea/Residential	\$1000.00/Ea	Commercial
Non-compliance	\$250.00 Per Day/Residential	\$250.00/day	Commercial
Re-inspection	\$200.00 Per Insp/Residential	\$200.00	Commercial
<b>Street Closure for Construction (up to seven days)</b>			
Local Street	\$100.00 Full Closure	\$50.00	Partial Closure
Collector Street	\$500.00 Full Closure	\$100.00	Partial Closure
Arterial Street	\$1,000.00 Full Closure	\$250.00	Partial Closure

**FIRE**

<b>Alarm Response fee</b>			
Residential	\$50.00 Per Occurrence		
Commercial	\$100.00 Per Occurrence		
<b>Fire Report</b>			
	\$0.25 Per Page (8.5x11 or 8.5x14)		
<b>Locating Records</b>			
	First Hour No Charge, thereafter \$25/hour		
<b>Postage, Maps, Photos</b>			
	Actual Cost will be billed		
<b>Fire Suppression System Plan Review</b>			
	\$300.00 Per Building		
<b>Fire Plan Review</b>			
	\$100.00 Per Application		
<b>Fire Alarm System Review - Per Building</b>			
	\$300.00 If Panel Required		
<b>Re-Inspection Fee</b>			
	\$100.00		
<b>Hazardous Materials Spill/Release</b>			
Fire Apparatus with Personnel	\$125.00 Per Hour		
Utility Vehicle with Personnel	\$85.00 Per Hour		
Firework Display permit	\$100.00 per application		
<b>Use of Training Site</b>			
Per Hour	\$50.00 Per Hour		
Apparatus with personnel	\$125.00 Per Hour		
FD Instructor	\$50.00 Per Hour	For Each Instructor	

**LIBRARY**

<b>Copy Charge</b>			
Letter size	\$0.15 Per page		
Legal size	\$0.25 Per page		
11 x 17	\$0.25 Per page		
<b>Damaged or lost material</b>			
	\$7.00 Plus replacement cost		
<b>Fax - sending / receiving</b>			
	1.00/1.00 Per page		
<b>Library Cards</b>			
Non-resident - Individual	\$20.00 Per Year		
Non-resident - Family	\$25.00 Per Year		
Temporary	\$20.00 Per Year		
<b>Microfilm Reader/Printer - 8 1/2 x 11 paper</b>			
	\$0.15 Per page		

**MUSEUM**

<b>Admission to Dickinson Museum Center</b>			
Adults (17 to 64)	\$6.00 Person		
Seniors (65 and over)	\$5.00 Person		
Children 3-16 years of age	\$4.00 Person		
Children (2 and under)	Free		
Stark County Historical Society Members	Free		
Museum Center Members	Free		
Southwestern North Dakota Museum Foundation Members	Free		
School Field Trips	\$2.00 Per Child/Chaperone		
(Teacher admission free)			
<b>Individual Memberships to Dickinson Museum Center</b>			
Student (under 18)	\$15.00 Per Year		
Seniors (65 and over)	\$20.00 Per Year		
Individual	\$25.00 Per Year		
Family (One Household)	\$50.00 Per Year		

Supporter (One Household)	\$100.00 Per Year
<b>Business Memberships to Dickinson Museum Center</b>	
Business Supporter	\$100.00 Per Year
Business Sustaining	\$250.00 Per Year
Business Patron	\$500.00 Per Year
Business Benefactor	\$1,000.00 Per Year
Business Partner	\$5,000.00 Per Year
<b>Birthday Parties (up to 10 children)</b>	\$100.00
Each Additional Child	\$5.00
<b>Rentals</b>	
Heritage Pavilion Picnic Shelter - per hour	\$15.00 Per Hour
- per day	\$120.00 Per Day
Ridgeway Church	\$50.00 Per Hour
<b>Photocopies</b>	\$0.15 Each
<b>Photographic Reproduction</b>	
<i>Black &amp; White Reprints: Single Use, Not for Distribution</i>	
<i>Canvas Gallery Prints</i>	
Customized Size and Finish	Price Varies Contact Museum Gift Shop
<b>Electronic Images and Scanning</b>	
Reference print of scan on copy paper	\$1.00 Each
New Scan or modified scan fee	\$7.00 Each
<b>Still Image Use/Reproduction Fees (Businesses/Individuals)</b>	
Broadcast / Video	\$15.00 Per Image
Advertisement	\$15.00 Per Image
Commercial Display	\$15.00 Per Image
Books & Periodicals	\$15.00 Per Image
Electronic Published Works	\$50.00 Per Image
(any and all - websites, blogs, social media, etc.)	
<i>*use fees are waived for in-state newspapers, television stations, state agencies, N.D. municipalities, public schools and non-profit museums and historical societies</i>	
<b>Still Image Use/Reproduction Fees (non-profits other than museums)</b>	
Broadcast / Video	\$10.00 Per Image
Advertisement	\$10.00 Per Image
Commercial Display	\$10.00 Per Image
Books & Periodicals	\$10.00 Per Image
Electronic Published Works	\$15.00 Per Image (if online copying disabled)
Electronic Published Works	\$30.00 Per Image (if online copying is NOT disabled)

## PLANNING DEPARTMENT

<b>Annexation Application Fee</b>	\$5,000.00
<b>Crew Camp Housing Special Use Permit</b>	\$500.00 Per Unit
<b>Comp Plan Text/Map Amendment</b>	\$750.00
<b>Development Agreement Fee</b>	\$500.00
<b>Final Plat Application Fee</b>	\$350.00
<b>Final Plat Recording Fee</b>	
4 lots or less	\$25.00
Over five lots	\$50.00
<b>Lot Split/Combo Application Fee</b>	\$250.00
<b>Planning Compliance Review</b>	\$40.00
<b>Plat Vacation</b>	\$250.00 Per Application
<b>PUD Permit</b>	\$1,250.00 Per Application
<b>Temporary Use Permit</b>	\$100.00 Per Application
<b>Zoning Compliance Letter</b>	\$100.00 Per Hour
<b>Zoning Compliance Letter - ETZ</b>	\$200.00
<b>Zoning Confirmation Letter</b>	\$50.00
<b>Vacate Easement or Street/Alley</b>	\$250.00 Per Application
<b>Park District Residential Development Fees</b>	
<b>Cash-in-Lieu of Land Payment</b>	
R-1 Properties	\$500.00 Per Lot
R-2 Properties	\$0.10 Per Square Foot
R-3 Properties	\$0.15 Per Square Foot
MH Properties	\$500.00 Per Living Unit
<i>R-2 Properties and R-3 Properties will have a minimum charge of \$500</i>	
<b>Park District Commercial/Industrial Development Fees</b>	
<b>Off-Site Impact Assessment</b>	
LC Properties	\$500.00 Per Acre
DC Properties	\$500.00 Per Acre
CC Properties	\$500.00 Per Acre
GC Properties	\$500.00 Per Acre
LI Properties	\$500.00 Per Acre
GI Properties	\$500.00 Per Acre
<b>Rezoning Petition</b>	
Public/Agricultural	\$250.00 Per Application
Residential	\$350.00
Commercial/Industrial	\$750.00
<b>Special Use Permit</b>	\$350.00 Per Application
<b>Subdivision Platting</b>	
One to Ten Lots	\$500.00 Plus Appl Park Dist Fees
11 to 25 Lots	\$750.00 Plus Appl Park Dist Fees
26 to 40 Lots	\$1,500.00 Plus Appl Park Dist Fees



Above 40 Lots

\$2,000.00 Plus Appl Park Dist Fees

## POLICE

<b>Accident Report</b>	\$7.00 Each	
<b>Alarm Response fee</b>		
Residential	\$50.00 Per Occurrence	
Commercial	\$100.00 Per Occurrence	
<b>Bodycam and Traffic Requests</b>		
Body Cam CD/DVD Unredacted	\$10.00 Plus Hourly Rate	
Body Cam CD/DVD Redacted	\$20.00 Plus Hourly Rate	
Traffic Cam CD/DVD Unredacted	\$10.00 Plus Hourly Rate	
Traffic Cam CD/DVD Redacted	\$20.00 Plus Hourly Rate	
Body and Traffic Cam Hourly Rate	\$25.00 Per Hour (Excluding First Hour)	
<b>Copy of audio/video evidence</b>	\$5.00	
<b>Fingerprints</b>		
One set	\$10.00	
Each Additional Set	\$5.00 each	
<b>Impound Vehicle fee</b>	\$50.00 Plus Towing Fee	
<b>Incident Report</b>	\$0.25 Per Sheet	
	\$25.00 per hour, excluding initial hour	

## SOLID WASTE

<b>Baler Building Fees</b>		
Minimum Scale Fee	\$5.00 Flat Fee	Excluding yard waste from city residents
Scale Use	\$25.00 Each	
Disposal Without Approval	\$150.00 Per Offense	
Failure to Rescale (exiting out)	Equal to the amount of scale in	
No Tarping Fee (Pickup)	\$35.00 Each	
No Tarping Fee (8' to 16' Container)	\$50.00 Each	
No Tarping Fee (Greater than 16' Container)	\$75.00 Each	
Non-Compliant Loads	\$100.00 Per Ton	
First Offense	\$250.00	
Second Offense	\$500.00	
Third Offense	\$1,000.00 revocation of city landfill privileges	
Asbestos	\$100.00 Per Ton	
Clean Wood and Trees	\$30.00 Per Ton	City Residents are not charged
Construction Materials	\$55.00 Per Ton	
Contaminated Soil (By Approval Only)	\$75.00 Per Ton	
Dead Animals - small/large	10.00/25.00 Each	
Household	\$55.00 Per Ton	Average is 57.92 per AE2S
Single Stream Recycling	\$0.14/pound (\$280.00/ton)	Minimum Scale Fee applies to all loads under \$5.00
Industrial	\$75.00 Per Ton	
Inert	\$30.00 Per Ton	median is \$38.00
Non-Refrigerated Appliances	\$5.00 Each	
Refrigerated Appliances	\$17.50 Each	Increase in Freon removal fees
Oilfield/Pipeline	\$185.00 Per Ton - plus separation policy	
Sludge (Dewatered Only)	\$30.00 Per Ton	
Tires		
Auto	\$4.00 Each	
Truck	\$15.00 Each	
Tractor	\$30.00 Each	
by Ton	\$250.00 Per Ton	

<b>Outgoing Material for Purchase</b>	
Compost	\$20.00 Per Ton
Crushed Asphalt	\$25.00 Per Ton
Crushed Concrete	\$25.00 Per Ton
Wood Chips/Mulch	\$15.00 Per Ton
Used Street Chips	\$8.00 Per Ton
Used Mill Material	\$12.50 Per Ton

<b>Residential Solid Waste Collection/ Recycling Rates</b>	
Single Family	\$19.00 Per Month
Each additional container	\$9.50 Per Container
Multiple - 2 units	\$38.00 Per Month
Multiple - 3 units	\$57.00 Per Month
Additional Recycle Container	\$9.50 Per Month

Requested Rear Load Collection \$20.00 Limited Restrictions

Commercial Solid Waste Collection Rates	1.5 Yards/300 gallons	2 yards	3 yards	4 yards	6 yards	8 yards	6 Yd Compactor	300 Gallon Recycling
Once time per week	\$36.44	\$42.81	\$57.80	\$78.02	\$105.33	\$142.20	\$227.52	\$ 36.44
Two times per week	\$72.87	\$85.62	\$115.59	\$156.05	\$210.66	\$284.39	\$455.03	\$ 72.87
Three times per week	\$109.31	\$128.43	\$173.39	\$234.07	\$315.99	\$426.59	\$682.55	\$ 109.31
Four times per week	\$145.74	\$171.24	\$231.18	\$312.09	\$421.33	\$568.79	\$910.06	\$ 145.74
Five times per week		N/A	\$214.06	\$288.98	\$390.12	\$526.66	\$710.99	\$1,137.58 N/A
Once per month	\$18.22	\$21.41	\$28.90	\$39.01	\$52.67	\$71.10	\$113.76	N/A
Twice per month	\$27.33	\$32.11	\$43.35	\$58.52	\$79.00	\$106.65	\$170.64	\$ 27.33
On Call	\$18.22	\$21.41	\$28.90	\$39.01	\$52.67	\$71.10	\$113.76	N/A
Rent/month	\$10.00	\$15.27	\$16.13	\$24.65	\$27.62	\$30.85	\$129.14	\$ 10.00

<b>Containers Purchase Price</b>	
2 yd	\$ 1,011.00 Per Container
3 yd	\$ 1,032.00 Per Container

4 yd	\$	1,215.00	Per Container
6 yd	\$	1,454.00	Per Container
8 yd	\$	1,564.00	Per Container
96 gal	\$	70.00	Per Container
300 gal	\$	350.00	Per Container
* Note: Prices are subject to change based on inflation			

<b>Extra Garbage Rate</b>			
1 yd	\$	8.00	
2 yd	\$	16.00	
3 yd	\$	24.00	
4 yd	\$	32.00	
5 yd	\$	40.00	
6 yd	\$	48.00	
7 yd	\$	56.00	
8 yd	\$	64.00	
9 yd	\$	72.00	
10 yd	\$	80.00	

<b>Small Business - 96 gallon recycling container</b>	
Collected Twice per Month	\$9.11
One time per week	\$18.22
Two times per week	\$36.44
Three times per week	\$54.66
On-Call	N/A

<b>Small Business - 96 gallon container</b>	
One time per week	\$18.22
Two times per week	\$36.44
Three times per week	\$54.66
On-Call	\$9.11 Each

<b>Commercial Roll-off Service Rates</b>	
Hauling Fee - Roll-off	\$125.00 Each
Hauling Fee - Roll-off Compactor	\$225.00 Each
Container Rent without Lid (20 yd)	\$100.00 Per Month
Container Rent with Lid (25 yd)	\$150.00 Per Month
Container Rent without Lid (30 yd)	\$150.00 Per Month
Tipping Fee	varies according to material
Container Rent	\$15.00 Per Day

**STREET**

<b>Personnel</b>	
Supervisor	\$75.00 Per Hour
Equipment Operator	\$61.00 Per Hour
Laborer	\$50.00 Per Hour

<b>Equipment w/ Operator</b>	
Loader	\$150.00 Per Hour
Snow Plowing - add	\$75.00 Per Hour
Snow Blowing - add	\$150.00 Per Hour
Motor Grader	\$175.00 Per Hour
Snow Plowing - add	\$75.00 Per Hour
Asphalt Paver (Includes 2 Operators)	\$210.00 Per Hour
Roller	\$110.00 Per Hour
Backhoe	\$160.00 Per Hour
Mini-Excavator	\$125.00 Per Hour
Skidsteer	\$100.00 Per Hour
Tandem Axle Dump Truck	\$125.00 Per Hour
Snow Plowing - add	\$75.00 Per Hour
Traffic Attenuator - add	\$20.00 Per Hour
Single Axle Dump Truck	\$110.00 Per Hour
Snow Plowing - add	\$75.00 Per Hour
Sander (Plus truck rate and material)	\$40.00 Per Hour
Brine Truck (Plus truck rate and material)	\$25.00 Per Hour
Water Truck (Plus Water)	\$110.00 Per Hour
Sweeper - Pickup	\$175.00 Per Hour
Sweeper - Side Delivery	\$110.00 Per Hour
Trailer (Flat Bed)	\$20.00 Per Hour
Striper (Plus Paint)	\$75.00 Per Hour
Genie Lift	\$85.00 Per Hour
Scissor Lift	\$75.00 Per Hour
Pickup Truck (1 ton or less)	\$65.00 Per Hour
Pickup Truck (1 1/4 ton)	\$75.00 Per Hour

<b>Street Repair</b>	
Asphalt 4"	\$17.10 Per Square Foot
Asphalt 6"	\$18.40 Per Square Foot
Concrete	Actual Cost + 20%
Direct Injection Patcher (Includes 2 Operators)	\$160.00 Per Hour
Patching Materials	Actual Cost + 20%
Pavement Cuts - Asphalt	\$50.00 LN.FT.
Pavement Cuts - Concrete	\$75.00 LN.FT.
Recycled Asphalt/Concrete	\$25.00 Per Ton

**Signing**

Barricade (Type I)	\$10.00 Ea/day
Barricade (Type II)	\$15.00 Ea/day
Barricade (Type III)	\$20.00 Ea/day
* With flashing warning light additional \$5.00 each	
Signs	\$10.00 Ea/day
Traffic Cone	\$10.00 Ea/day

**Outgoing Materials**

Road Oil (Sold to Private Parties)	Actual Cost + 20%
Road Oil (Sold to Government Agencies)	Actual Cost
Road Salt (Sold to Government Agencies Only)	Actual Cost
Ice Control Mixed Sand (Sold to Government Agencies Only)	Actual Cost

**Brine Rates**

Sold to Private Parties	
Brine	Actual Cost (Plus Additional \$.43 per gallon)
Beet 55	Actual Cost
Sold to Government Agencies	
Brine	Actual Cost
Beet 55	Actual Cost

**UTILITY BILLING**

**Water Base Rates**

Non-Water Metered Customer (Well)	\$5.00 Per Month
Disconnected Meter Base Rate	\$5.00 Per Month
Commercial Non-Water Metered	\$8.00 Per Month
5/8" Meter	\$6.57 Per Month
3/4" Meter	\$10.00 Per Month
1" Meter	\$15.00 Per Month
1 1/2" Meter	\$29.00 Per Month
2" Meter	\$49.00 Per Month
3" Meter	\$76.00 Per Month
4" Meter	\$130.00 Per Month
6" Meter	\$270.00 Per Month

**Outside City Limits**

Kilwein 1" meter base rate (\$15 * 10%)	\$16.50 Per Month
---	-------------------

**Water Usage Rate**

**\$7.07** Per 1,000 gallons SWA is increasing \$0.16/ 1,000 gallons

**Sewer Base Rates**

**Inside City Limits**

Residential Non-Water Metered Customer (Well)	\$25.00 Per Month
Residential Base Rate	\$13.00 Per Month
Commercial/Industrial Base Rate	
Minimum (including non-metered)	\$24.00 Per Month
1-1/2 inch water meter	\$35.00 Per Month
2 inch water meter	\$46.00 Per Month
3 inch water meter	\$60.00 Per Month
4 inch water meter	\$130.00 Per Month
6 inch water meter	\$300.00 Per Month

\* EDU (Equivalent Domestic Unit) = 5,000 gallons per month

**Outside City Limits**

Base Rate for Residential Customers	Equivalent City Base Rate plus 10% and costs of chemical pretreatment
Base Rate for Non-Residential Customers	Equivalent City Base Rate plus 35% and costs of chemical pretreatment
South Heart Base Rate	\$14.30 per EDU (727 EDU = \$10,396.10)
Dakota Prairie Refining Base Rate	\$17.55 per EDU (2,402 EDU = \$42,155.10)
Dickinson Rail Terminal	\$17.55 per EDU (86 EDU = \$1,509.30)
Baker Boy Base Rate	\$17.55 per EDU (55 EDU = \$965.25)
Martin Construction	\$17.55 per EDU

**Sewer Usage Rates**

Usage Rate	\$2.15 Per 1,000 gallons
Residential Summer Usage Cap	5,000 gallons
Overage Surcharge (for contract customers)	\$4.00 Per 1,000 gallons
Non-Compliance Surcharge (for contract customers)	\$4.00 Per 1,000 gallons

**Storm Water Service Charges**

Residential	\$3.00
Commercial	\$5.00

**Street Light and Traffic Signal Utility Charge**

Non-Water Metered Customer	\$3.25
5/8" Meter	\$3.15
3/4" Meter	\$3.15
1" Meter	\$5.25
1 1/2" Meter	\$12.00
2" Meter	\$17.50
3" Meter	\$28.25
4" Meter	\$43.50
6" Meter	\$54.00

**Misc Utility Billing Fees**

Utility Bill late fee	1.75% of amount due
Utility Disconnect fee (non-delinquent)	\$25.00 (e.g. Snowbird, Vacationers)
Utility Re-connect fee (delinquent account)	\$100.00
Meter Check labor service call	\$30.00 Labor Flat Fee
	Plus Actual Cost to Replace Inventory if Applicable

**WASTEWATER**

<b>Domestic Septage Hauler</b>	\$60.00 Per 1,000 gallons
<b>Irrigation Water (If Available)</b>	\$80.00 Per 1,000,000 gallons
<b>Video Sewer Lines</b>	\$3.50 Per Foot
<b>Reuse Water</b>	\$20.00 Per 1,000 gallons
<b>Sewer Jet Truck</b>	\$125.00 Per Hour
<b>Vacuum Truck</b>	\$225.00 Per Hour
<b>Wastewater Operator</b>	\$61.00 Per Hour

**Wastewater Surcharge (non-resident)**

Biochemical Oxygen Demand (BOD)	\$0.04 /lb., Surcharge Above 200mg/L
Total Suspended Solids (TSS)	\$0.02 /lb., Surcharge Above 200mg/L

**WATER/SEWER**

**Water/Sewer Access (Connection Fees)**

Sewer Access Fees *	
3/4"	\$1,800.00
1"	\$1,800.00
1 1/2"	\$3,000.00
2"	\$4,000.00
3"	\$5,000.00
4"	\$7,000.00
6" and larger	\$10,000.00

\*based on water meter size

Water Access Fees	
3/4" Meter and below	2,500.00
1" Meter	3,000.00
1 1/2" Meter	3,500.00
2" Meter	5,500.00
3" Meter	6,700.00
4" Meter	8,850.00
6" Meter	15,000.00

**Water Purchase - Bulk (Potable)**

Water Vendor & others (treated)	\$19.00 Per 1,000 gallons
---------------------------------	---------------------------

**RESOLUTION NO. \_\_\_\_\_ -2023**

**A RESOLUTION AMENDING CITY OF DICKINSON FEE SCHEDULE**

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF DICKINSON, NORTH DAKOTA (THE "CITY"), AS FOLLOWS:

WHEREAS, the Board of City Commissioners of the City of Dickinson issues various licenses, permits, franchises and charges for conducting certain activities or obtaining certain services within the city; and

WHEREAS, the fees for the licenses, permits and franchises are in such amounts as established by the Board of City Commissioners; and

WHEREAS, the Board of City Commissioners of the City of Dickinson has enacted Ordinance No. 1086 which permits the City Commission to adopt a fee schedule from time to time to establish the fees for the licenses, permits, franchises and charges; and

NOW, THEREFORE, BE IT RESOLVED that the Board of City Commissioners for the City of Dickinson, North Dakota, hereby adopts the 2023 City of Dickinson Fee Schedule, as amended, a copy of which shall be on file in the Office of the City Administrator.

**UTILITY BILLING**

**Water Base Rates**

Non-Water Metered Customer (Well)	\$5.00	Per Month
Disconnected Meter Base Rate	\$5.00	Per Month
Commercial Non-Water Metered	\$8.00	Per Month
5/8" Meter	\$6.57	Per Month
3/4" Meter	\$10.00	Per Month
1" Meter	\$15.00	Per Month
1 1/2" Meter	\$29.00	Per Month
2" Meter	\$49.00	Per Month
3" Meter	\$76.00	Per Month
4" Meter	\$130.00	Per Month
6" Meter	\$270.00	Per Month

**Outside City Limits**

Kilwein 1" meter base rate (\$15 * 10%)	\$16.50	Per Month
---	---------	-----------

Dated this      day of                      , 2023.

---

Scott Decker, President  
Board of City Commissioners

ATTEST:

---

Dustin Dassinger, City Administrator



**PREPARED FOR**

City Of Dickinson ("Subscriber")

Gary Zuroff  
Director of Public Works

38 1st Street West  
Dickinson, ND 58601

**PREPARED BY**

Brightly Software Inc ("Company")  
11000 Regency Parkway, Suite 300  
Cary, NC 27518

**Dude Solutions is now Brightly. Same world-class software, new look and feel.**

**Meet Brightly at [brightlysoftware.com](https://brightlysoftware.com)**

**PUBLISHED ON**

November 08, 2023



Q-381473

Sourcewell/NJPA purchasing contract

- <https://www.sourcewell-mn.gov/cooperative-purchasing/090320-sdi#tab-contract-documents> (<https://www.sourcewell-mn.gov/cooperative-purchasing/090320-sdi#tab-contract-documents>).
- Contract #090320-SDI

Subscription Term: 61 months (12/01/2023 - 12/31/2028)

Cloud Services					
Item	Start Date	End Date	Pricing Based On	Discount % Sourcewell	Investment
Asset Essentials Enterprise	12/1/2023	12/31/2024	25,167.00 Population	21.00%	31,082.16 USD
- Facilities/ Physical Plant Module	12/1/2023	12/31/2024		21.00%	Included
- Treatment Plants Module	12/1/2023	12/31/2024		21.00%	Included
- Streets/ Signs/ Sidewalks Module	12/1/2023	12/31/2024		21.00%	Included
- Storm Water Module	12/1/2023	12/31/2024		21.00%	Included
- Electric and Gas Module	12/1/2023	12/31/2024		21.00%	Included
- Water Distribution and Waste Water Collection Module	12/1/2023	12/31/2024		21.00%	Included
- Sanitation Module	12/1/2023	12/31/2024		21.00%	Included





Cloud Services					
Item	Start Date	End Date	Pricing Based On	Discount % Sourcewell	Investment
- Parks, Recreation and Forestry Module	12/1/2023	12/31/2024		21.00%	Included
- Fleet Module	12/1/2023	12/31/2024		21.00%	Included
- Dude Analytics	12/1/2023	12/31/2024			Included
- AE Safety	12/1/2023	12/31/2024		21.00%	Included
- Asset Essentials Inventory	12/1/2023	12/31/2024		21.00%	Included
- GIS Asset Management	12/1/2023	12/31/2024		21.00%	Included
- Other Module	12/1/2023	12/31/2024		21.00%	Included
Asset Essentials Connector Toolkit	12/1/2023	12/31/2024	25,167.00 Population	21.00%	3,625.31 USD
3.0 Month(s) included at no additional cost on the first term 12/01/2023 - 02/29/2024					-7,955.62 USD
				<b>Subtotal:</b>	26,751.85 USD



<b>Professional Services</b>			
<b>Item</b>	<b>Pricing Based On</b>	<b>Discount % Sourcewell</b>	<b>Investment</b>
Asset Essentials Enterprise Implementation with Consulting	25,167.00 Population	5.00%	12,674.90 USD
Asset Essentials Connector Toolkit Training	1.00 Day(s)	5.00%	1,496.25 USD
			<b>Subtotal: 14,171.15 USD</b>
<b>Total Initial Investment</b>			<b>40,923.00 USD</b>

\*Invoice for Cloud Services and Professional Services to be sent on or after January 1, 2024



## Cloud Services

Item	Discount % Sourcewell	Investment Year 2 Start Date: 01/01/ 2025	Investment Year 3 Start Date: 01/01/ 2026	Investment Year 4 Start Date: 01/01/ 2027	Investment Year 5 Start Date: 01/01/ 2028
Asset Essentials Enterprise	21.00%	29,551.96 USD	30,438.52 USD	31,351.67 USD	32,292.22 USD
- Facilities/ Physical Plant Module	21.00%	Included	Included	Included	Included
- Treatment Plants Module	21.00%	Included	Included	Included	Included
- Streets/ Signs/ Sidewalks Module	21.00%	Included	Included	Included	Included
- Storm Water Module	21.00%	Included	Included	Included	Included
- Electric and Gas Module	21.00%	Included	Included	Included	Included
- Water Distribution and Waste Water Collection Module	21.00%	Included	Included	Included	Included
- Sanitation Module	21.00%	Included	Included	Included	Included
- Parks, Recreation and Forestry Module	21.00%	Included	Included	Included	Included
- Fleet Module	21.00%	Included	Included	Included	Included



Cloud Services					
Item	Discount % Sourcewell	Investment Year 2 Start Date: 01/01/2025	Investment Year 3 Start Date: 01/01/2026	Investment Year 4 Start Date: 01/01/2027	Investment Year 5 Start Date: 01/01/2028
- Dude Analytics		Included	Included	Included	Included
- AE Safety	21.00%	Included	Included	Included	Included
- Asset Essentials Inventory	21.00%	Included	Included	Included	Included
- GIS Asset Management	21.00%	Included	Included	Included	Included
- Other Module	21.00%	Included	Included	Included	Included
Asset Essentials Connector Toolkit	21.00%	3,446.83 USD	3,550.24 USD	3,656.75 USD	3,766.45 USD
Total:		32,998.79 USD	33,988.76 USD	35,008.42 USD	36,058.67 USD

## Asset Essentials Implementation with Consulting GIS Rider Statement of Work

**Summary:**

Company will provide specified professional consulting services to Subscriber to implement Asset Essentials, an on-line Computerized Maintenance Management System – Geographic Information System (GIS) functionality. These professional services include meeting with key stakeholders to ensure the set-up and configuration of the system will meet the client's operational needs; location and category hierarchies are configured appropriately; workflows meet the needs of the business; available data is cleaned, aligned and imported; and end users are trained and ready for go-live.

**In Scope:** The Deliverables below will be considered in scope of this SOW



1. Asset Essentials GIS Implementation
2. Asset Essentials GIS Training

**Deliverables:**

- Project initiation and discovery
- Available GIS data loaded
- GIS configuration
- User acceptance testing (UAT)
- End User training for Administrator and Full User roles

**Acceptance Process:**

As each deliverable is completed, the Project Coordinator will confirm with the Subscriber and document acceptance in the Project Community Portal.

- Project initiation and discovery
  - Kickoff call complete.
  - Discovery call complete
  - Data, configuration, and training requirements documented.
- Available Data Loaded
  - Available GIS data is loaded in AE to meet documented data requirements.
- Account Configuration
  - GIS features have been setup and configured to meet documented configuration requirements.
- User Acceptance Testing
  - Consultant-led end-to-end walkthrough and client UAT has demonstrated functionality satisfying configuration requirements.
- End User Training
  - Administrator and Full User roles have been received training on their role.

**Assumptions:**

Subscriber Assumptions:

- There will be a single point of contact/project manager for the duration of the project.
- IT department is responsible for ensuring access to mobile devices, internet connections, email access, and web link access to the software such as white listing IP addresses.
- The appropriate resources will be available for all scheduled activities. Canceling or rescheduling consulting activities within 2 weeks of the scheduled activity may result in a rescheduling fee being assessed.
- For on-site activities, Subscriber will provide a dedicated space with adequate technology, including but not limited to monitor/projector, computers, mobile devices, quality phone and internet connections.
- Will provide relevant data to be loaded in a timely manner and in Excel or CSV format. Each record type



will be provided in one file with one sheet with column headings and one record with corresponding attributes per row.

- If unable to provide data in an acceptable format for import, Consultant will guide Subscriber on how to manually create records.
- Subscriber has up to five business days to confirm deliverable acceptance. No response will be interpreted as acceptance.

#### Company Assumptions:

- Consultant will not access any 3rd party systems for the purpose of exporting data.
- For on-site activities, Company will bill Subscriber for actual travel and associated expenses incurred.
- Any services not explicitly included in this SOW are assumed to be out of scope.

#### Project Schedule:

- Kick-off Call with Project Coordinator
  - Confirm software and services purchased
  - Identify key stakeholders
  - Assign resources
  - Schedule key milestone dates, including anticipated projected completion date
  - Access to Company's on-line Learning Management System
  - Access to an interactive project plan
- Discovery with Consultant
  - Interview key stakeholders to understand specific maintenance & operations objectives
  - Overview of AE with key stakeholders, including data import requirements
  - Determine optimal GIS configuration to meet objectives and drive KPIs
  - Document data, configuration, and training requirements
  - Schedule required consulting activities and confirm projected completion date
- Data loaded by Consultant
  - Review, cleanse, and load available GIS data
- Account configuration by Consultant
  - Work Order creation from Map
  - Citizen Portal
  - Mobile Profiles
  - Configure GIS Map settings
  - Configure GIS Layer configuration
  - Asset syncing
- User Acceptance Testing
  - Configuration demo to walk through the end-to-end workflow from request to completion
  - Demonstrate key functionality meets configuration requirements
- Consultant conducts End User Training for Administrator and Full User roles
  - End-to-end walkthrough for their role



- Desktop and mobile training
- Project Close

**Change Management:**

Subscriber may request that the Company add services not in the specifications by submitting a written proposed change order to the Company. Submitted change requests will be reviewed for approval. Approved change orders will become part of the applicable SOW when executed by both Parties, and the services described therein will become part of the services.

**Invoicing:**

At the conclusion of Go Live Support, the main consulting milestone will be completed to trigger billing for the full consulting service.

## Asset Essentials Implementation with Consulting Statement of Work

**Summary:**

Company will provide specified professional consulting services to Subscriber to implement Asset Essentials (AE), an on-line Computerized Maintenance Management System. These professional services include meeting with key stakeholders to ensure the set-up and configuration of the system will meet the client's operational needs; location and category hierarchies are configured appropriately; workflows meet the needs of the business; available data is cleaned, aligned and imported; and end users are trained and ready for go-live.

**In Scope:** The Deliverables below will be considered in scope of this SOW:

1. Asset Essentials Implementation with Consulting
2. Asset Essentials Training
3. Post Consulting Go-Live Support

**Deliverables:**

- Project initiation and discovery
- Available location, asset, user, PM schedule Data Loaded
- Account configuration
- User acceptance testing (UAT)
- End User training for Administrator and Full User roles
- Go-Live support



### Acceptance Process:

As each deliverable is completed, the Project Coordinator will confirm with the Subscriber and document acceptance in the Project Community Portal.

- Project initiation and discovery
  - Kickoff call complete
  - Discovery call complete
  - Data, configuration, and training requirements documented
- Available data loaded
  - Available location, asset, user, PM schedule data is loaded in AE to meet documented data requirements.
- Account Configuration
  - Account has been setup and configured to meet documented configuration requirements.
- User Acceptance Testing
  - Consultant-led end-to-end walkthrough and client UAT has demonstrated to Subscriber functionality meets configuration requirements.
- End User Training
  - Administrator and Full User roles have received training on their role.
- Go-Live Support
  - 30-day Go-Live Support period has been concluded.

### Assumptions:

Subscriber Assumptions:

- There will be a single point of contact/project manager for the duration of the project.
- IT department is responsible for ensuring access to mobile devices, internet connections, email access, and web link access to the software such as white listing IP addresses.
- The appropriate resources will be available for all scheduled activities. Canceling or rescheduling consulting activities within 2 weeks of the scheduled activity may result in a rescheduling fee being assessed.
- For onsite activities, Subscriber will provide a dedicated space with adequate technology, including but not limited to monitor/projector, computers, mobile devices, quality phone and internet connections.
- Will provide relevant data to be loaded in a timely manner and in Excel or CSV format. Each record type will be provided in one file with one sheet with column headings and one record with corresponding attributes per row.
- If Subscriber is unable to provide data in an acceptable format for import, Consultant will guide Subscriber on how to manually create records.
- Subscriber has up to (5) business days to confirm deliverable acceptance. No response will be interpreted as acceptance.

Company Assumptions:





- Consultant will not access any 3rd party systems for the purpose of exporting data.
- Once End User Training has been completed, 30-day Go-Live Support period begins, consisting of up to 4 weekly 30-minute check-ins with the Implementation Specialist. If client does not attend a scheduled check-in, it will be assumed no assistance was needed.
- For on-site activities, Company will bill Subscriber for actual travel and associated expenses incurred.
- Any services not explicitly included in this SOW are assumed to be out of scope.

**Project schedule and approach:**

- Kick-off Call with Project Coordinator
  - Confirm software and services purchased
  - Identify key stakeholders
  - Assign resources
  - Schedule key milestone dates, including anticipated project completion date
  - Access to Company's on-line Learning Management System
  - Access to an interactive project plan
- Discovery with Consultant
  - Interview key stakeholders to understand specific maintenance & operations objectives
  - Overview of AE with key stakeholders, including data import requirements
  - Determine optimal AE configuration to meet objectives and drive KPIs
  - Document data and configuration requirements
  - Schedule required consulting activities and confirm projected completion date
- Data loaded by Consultant
  - Review, cleanse, and load available user, location, asset, and scheduled PM data
- Account configuration by Consultant
  - Populate key drop-down menus
  - Review/modify request and work order templates
  - Configure workflow for request/approval/assignment of work orders
- User Acceptance Testing
  - Configuration demo to walk through the end-to-end workflow from request to completion
  - Demonstrate key functionality meets configuration requirements
- Consultant conducts End User Training for Administrator and Full User roles
  - End-to-end walkthrough for their role
  - Desktop and mobile training
- Go-Live Support
  - Company provides (4) weekly check-in calls with Implementation Specialist and Subscriber
  - Company Implementation specialist addresses any issues identified. Where issues require product support, Implementation Specialist will submit to Company Support
  - Implementation Specialist adjusts configurations as needed prior to project close
- Project Close



**Sample Project Timeline (project timelines may vary):**

Timeline Events	Day 1	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13
Project Kick Off Call	█													
LMS (Learning Management System) Review and Q&A		█	█	█	█									
Discovery Call			█											
Data Review					█									
Data Loading						█								
Account Configuration						█	█							
UAT (User Acceptance Testing)								█						
User Training								█						
Post-Consulting Call									█					
GLS (Go Live Support)										█	█	█	█	█
Project Close														█

**Change Management:**

Subscriber may request that the Company add services not in the specifications by submitting a written proposed change order to the Company. Submitted change requests will be reviewed for approval. Approved change orders will become part of the applicable SOW when executed by both Parties, and the services described therein will become part of the services.

**Invoicing:**

At the conclusion of Go Live Support, the main consulting milestone will be completed to trigger billing for the full consulting service.

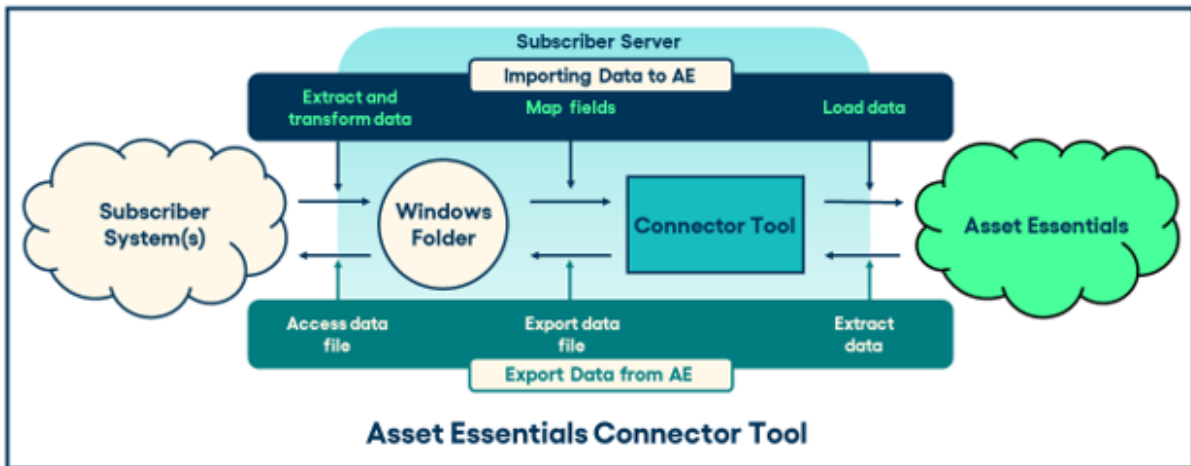


# Asset Essentials Connector Tool

**Summary:**

Company will provide specified professional consulting services to Subscriber to implement the Asset Essentials Connector Tool. The Connector Tool is an on-premises tool for exporting data from Asset Essentials into a folder or importing data from a folder in CSV (comma-separated value) file format. These professional services include meeting with a key Subscriber stakeholder to review data flow requirements, review field mapping for CSV file import, map Assets Essentials data fields to CSV file for export and train the Subscriber on all Connector Tool functionality.

**Overview diagram (does not represent what is being delivered):**



**In Scope:** The below will be considered in scope of this SOW:

1. Asset Essentials Connector Tool implementation
2. Asset Essentials Connector Tool training

**Deliverables:**

- Project initiation and discovery (discuss data flow requirements)
- System requirements and direction on where to download the Connector Tool provided
- Testing connectivity between Asset Essentials and the Connector Tool
- Training provided on: Asset Essentials available tables; field mapping, filtering, scheduling within the Connector Tool; CSV file import/export requirements based on data flow requirements
- Recommend changes needed to CSV file



- Demonstrate an export using the Connector Tool and import assuming the Subscriber is able to provide a compatible CSV file

#### **Acceptance Process:**

As each deliverable is completed, the Company Project Coordinator or Consultant will confirm with the Subscriber and document acceptance in the Project Community Portal.

- Project initiation and discovery completed
- Subscriber has downloaded and deployed the Connector Tool
- Company has trained Subscriber on the Connector Tool

#### **Assumptions:**

##### **Subscriber Assumptions:**

- There will be a single point of contact/project manager for the duration of the project.
- IT department is responsible for ensuring access to mobile devices, internet connections, email access, and web link access to the software such as white listing IP addresses.
- The appropriate resources will be available for all scheduled activities. Canceling or rescheduling consulting activities within 2 weeks of the scheduled activity may result in a rescheduling fee being assessed.
- For onsite activities, Subscriber will provide a dedicated space with adequate technology, including but not limited to monitor/projector, computers, mobile devices, quality phone and internet connections.
- Will provide relevant data to be loaded in a timely manner and in CSV format. Each record type will be provided in one file with one sheet with column headings and one record with corresponding attributes per row.
- If unable to provide data in an acceptable format for import, Consultant will guide Subscriber on how to manually create records.
- If importing data applies, import data file must be provided by Subscriber with required Asset Essentials fields.
- If exporting data applies, Subscriber is responsible for supplying mapping, creating a script (if applicable) to monitor the output location, and importing of the data file into any Subscriber systems.
- Responsible for providing an always on Windows environment to support the Connector Tool.
- Responsible for creating a Windows folder or SFTP site.

##### **Company Assumptions:**

- For on-site activities, Company will bill Subscriber for actual travel and associated expenses incurred.
- Any services not explicitly included in this SOW are assumed to be out of scope.
- Subscriber has up to (5) business days to confirm deliverable acceptance. No response will be



interpreted as acceptance.

- Company will not access or is not responsible for exporting or importing data out of Subscriber system(s) or creating any scripts to automate the process or transforming/modifying any CSV import files into the Connector Tool.
- Any API needs will be considered out of scope of this service.

**Project Schedule:**

From project initiation to demonstration, this service will take no longer than 8 hours to complete.

**Change Management:**

Subscriber may request that the Company add services not in the specifications by submitting a written proposed change order to the Company. Submitted change requests will be reviewed for approval. Approved change orders will become part of the applicable SOW when executed by both Parties, and the services described therein will become part of the services.

**Invoicing:**

Once all deliverables have been completed, this service will be billed at 100%.

**Special Terms for Asset Essentials:**

Asset Essentials pricing is based on a maximum storage limit of 200GB of data. Data storage that exceeds 200GB may subject to an additional fee of \$200 per year per additional 200GB of storage.



### **Order terms**

- By accepting this Order, and notwithstanding anything to the contrary in any other purchasing agreement, Subscriber agrees to pay all relevant Subscription Fees for the full Subscription Term defined above.
- Payment terms: Net 30
- The "Effective Date" of the Agreement between Subscriber and Company is the date Subscriber accepts this Order.
- This Order and its Offerings are governed by the terms of the Brightly Software, Inc. Master Subscription Agreement found at <http://brightlysoftware.com/terms> (<http://brightlysoftware.com/terms>) ("Agreement"), unless Subscriber has a separate written agreement executed by Brightly Software, Inc. ("Company") for the Offerings, in which case the separate written agreement will govern. Acceptance is expressly limited to the terms of the Agreement. No other terms and conditions will apply. The terms of any purchase order or similar Subscriber document are excluded and such terms will not apply to the Order and will not supplement or modify the Agreement irrespective of any language to the contrary in such document.
- To the extent professional services are included in the Professional Services section of this Order, the Professional Services Addendum found at <http://brightlysoftware.com/terms> (<http://brightlysoftware.com/terms>) is expressly incorporated into the Agreement by reference.
- During the Subscription Term, Company shall, as part of Subscriber's Subscription Fees, provide telephone and email support ("Support Services") during the hours of 8:00 AM and 6:00 PM EST, (8:00 am – 8:00 pm EST for Community Development Services) Monday through Friday ("Business Hours"), excluding Company Holidays.
- Company maintains the right to increase Subscription Fees within the Subscription Term by an amount not to exceed the greater of prices shown in the investment table or the applicable CPI and other applicable fees and charges every 12 months. Any additional or renewal Subscription Terms will be charged at the then-current rate.
- Acceptance of this Order on behalf of a company or legal entity represents that you have authority to bind such entity and its affiliates to the order, terms and conditions herein. If you do not have such authority, or you do not agree with the terms set forth herein, you must not accept this Order and may not use the Offerings.
- Proposal expires in sixty (60) days.
- Subscriber shall use reasonable efforts to obtain appropriation in the full amount required under this Order annually. If the Subscriber fails to appropriate funds sufficient to maintain the Offerings described in this Order, then the Subscriber may terminate the Offerings at no additional cost or penalty by giving prior written notice documenting such non-appropriation. Subscriber shall use reasonable efforts to provide at least thirty (30) days prior written notice of non-appropriation. Subscriber agrees non-appropriation is not a substitute for termination for convenience, and further agrees Offerings terminated for non-appropriation may not be replaced with functionally similar products or services prior to the expiration of the Services Term set forth in this Order. Subscriber will not be entitled to a refund or offset of previously paid, but unused Fees.

### **Additional information**

- Prices shown above do not include any taxes that may apply. Any such taxes are the responsibility of



Subscriber. This is not an invoice. For customers based in the United States, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To" location provided by Subscriber. Tax exemption certifications can be sent to [accountsreceivable@brightlysoftware.com \(mailto:accountsreceivable@brightlysoftware.com\)](mailto:accountsreceivable@brightlysoftware.com).

- Billing frequency other than annual is subject to additional processing fees.
- Please reference Q-381473 on any applicable purchase order and email to [Purchaseorders@Brightlysoftware.com \(mailto:Purchaseorders@Brightlysoftware.com\)](mailto:Purchaseorders@Brightlysoftware.com)
- Brightly Software, Inc. can provide evidence of insurance upon request.

# Brightly Illuminate

## **Illuminate: Bringing the best Ideas to Light**

Brightly's Illuminate conference is a place for operations and asset management leaders to gather and share our collective wisdom, spotlighting the best new ideas and learning from one another to realize a brighter future. Take stock of where you've been and plan for where you're going while connecting with industry peers and experts as passionate to help their organizations thrive as you are.

Brightly's Illuminate conference is a gathering of the brightest minds in operations and asset management, where you can connect with leaders in their field, exchange expertise, and uncover new opportunities to realize a brighter future

Illuminate is March 11<sup>th</sup>-14<sup>th</sup>. Attendees are in for the best in-person conference yet, with more knowledge, training, and technology than ever before.

## **Enlighten**

Share your expertise and level up your knowledge with hands-on education and training you can bring back to your team.

## **Envision**

Explore the brightest ideas and smartest solutions to elevate the work your organization is doing and realize your vision for the future.

## **Engage**

Broaden your professional network by sharing wisdom with fellow operations and asset management leaders.

**Admission for Illuminate is \$995 for tuition only and \$1895 for the "Brightly Bundle". The Brightly Bundle includes meals, a 4-night hotel stay and tuition.** Registration is open beginning October 1<sup>st</sup>, 2023 through March 8<sup>th</sup>, 2024.







# Signature

Presented to:

Q-381473

September 21, 2023, 3:39:53 PM

Accepted by:

---

**Printed Name**

---

**Signed Name**

---

**Title**

---

**Date**

**SUMMARY NOTICE OF PROPOSED CLASS ACTION SETTLEMENT  
AND COURT-APPROVAL HEARING**

*In re: Aqueous Film-Forming Foams Products Liability Litigation*, MDL No. 2:18-mn-02873  
This Document relates to: *City of Camden, et al., v. 3M Company*, No. 2:23-cv-03147-RMG

**UNITED STATES DISTRICT COURT, DISTRICT OF SOUTH CAROLINA, CHARLESTON DIVISION**

**TO THE SETTLEMENT CLASS:** All Active Public Water Systems in the United States of America that have one or more Impacted Water Sources as of June 22, 2023; and all Active Public Water Systems that do not have one or more Impacted Water Sources as of June 22, 2023 and

- (i) are required to test for certain PFAS under U.S. EPA’s UCMR-5, or
- (ii) serve more than 3,300 people, according to U.S. EPA’s SDWIS data system.

All capitalized terms not otherwise defined herein shall have the meanings set forth in the Settlement Agreement, available for review at [www.PFASWaterSettlement.com](http://www.PFASWaterSettlement.com).

**Active Public Water System** means a Public Water System whose activity-status field in SDWIS states that the system is “Active.”

**Impacted Water Source** means a Water Source that has a Qualifying Test Result showing a Measurable Concentration of PFAS.

As used above, **Public Water System** means a system for the provision to the public of water for human consumption through pipes or other constructed conveyances, if such system has at least fifteen (15) service connections or regularly serves an average of at least twenty-five (25) individuals daily at least sixty (60) days out of the year, consistent with the use of that term in the Safe Drinking Water Act, 42 U.S.C. § 300f(4)(A), and 40 C.F.R. Part 141.

**Public Water System** includes (i) any collection, treatment, storage, and distribution facilities under control of the operator of such system and used primarily in connection with such system, and (ii) any collection or pretreatment storage facilities not under such control which are used primarily in connection with such system. Solely for purposes of the Settlement Agreement, the term “Public Water System” refers to a Community Water System of any size or a Non-Transient Non-Community Water System that serves more than 3,300 people, according to SDWIS; or any Person (but not any financing or lending institution) that has legal authority or responsibility (by statute, regulation, other law, or contract) to fund or incur financial obligations for the design, engineering, installation, operation, or maintenance of any facility or equipment that treats, filters, remediates, or manages water that has entered or may enter Drinking Water or any Public Water System; but does not refer to a Non-Transient Non-Community Water System that serves 3,300 or fewer people, according to SDWIS, or to a Transient Non-Community Water System of any size. It is the intention of the Settlement Agreement that the definition of “Public Water System” be as broad, expansive, and inclusive as possible.

**What Is the Purpose of this Notice?** The purpose of this Notice is (i) to advise you of a proposed settlement of certain Claims against 3M Company (“3M” or “Defendant”) in the United States District Court for the District of South Carolina (the “Court”); (ii) to summarize your rights in connection with the Settlement; and (iii) to inform you of a Court hearing to consider whether to grant final approval of the Settlement (the “Final Fairness Hearing”), to be held on February 2, 2024, at 10:00 a.m. EST in Charleston Courtroom #1, J. Waties Waring Judicial Center, before the Honorable Richard M. Gergel, United States District Judge of the United States District Court for the District of South Carolina, located at 85 Broad Street, Charleston, South Carolina 29401.

**What Are the Key Terms of the Proposed Settlement?** 3M has agreed to pay an amount not less than

\$10,500,000,000 and not more than \$12,500,000,000, inclusive (the “Settlement Amount”), subject to final approval of the Settlement by the Court and certain other conditions specified in the Settlement Agreement. 3M shall additionally pay up to \$5,000,000 to cover costs incurred by the Notice Administrator in the course of executing the Notice Plan. Together, these payments constitute the “Settlement Funds.” In no event shall 3M be required under the Settlement Agreement to pay any amounts above the Settlement Funds. Any fees, costs, or expenses payable under the Settlement Agreement shall be paid out of, and shall not be in addition to, the Settlement Funds. Each Settlement Class Member that has not excluded itself from the Class will be eligible to receive a settlement check(s) from the Claims Administrator based on the Allocation Procedures developed by Class Counsel, which are subject to final approval by the Court as fair and reasonable and whose administration is under the oversight of the Special Master.

**What Are My Options?**

**YOU CAN PARTICIPATE IN THE SETTLEMENT.** You must file a Claims Form to be eligible to receive a payment under the Settlement. You can submit your Claims Form online at **www.PFASWaterSettlement.com**, or you can download, complete, and mail your Claims Form to the Claims Administrator at AFFF Public Water System Claims, P.O. Box 4466, Baton Rouge, Louisiana 70821. The deadline for a Phase One Settlement Class Member to submit a Phase One Public Water System Settlement Claims Form is 60 days following the Effective Date, and the deadline for a Phase Two Settlement Class Member to submit a Phase Two Action Fund Claims Form is July 31, 2026.

Regardless of whether you file a Claims Form or receive any distribution under the Settlement, unless you timely opt out as described below, you will be bound by the Settlement and any judgment or other final disposition related to the Settlement, including the Release set forth in the Settlement Agreement, and will be precluded from pursuing claims against 3M separately if those Claims are within the scope of the Release.

**YOU CAN OPT OUT OF THE SETTLEMENT.** If you do not wish to be a Settlement Class Member and do not want to participate in the Settlement and receive a settlement check, you may exclude yourself from the Class by completing and mailing a notice of intention to opt out. Any Person within the Settlement Class that wishes to opt out of the Settlement Class and Settlement must serve a written and signed statement entitled “Request for Exclusion” on the Notice Administrator, the Special Master, the Claims Administrator, 3M’s Counsel, and Class Counsel no later than **December 11, 2023**.

**YOU CAN OBJECT TO THE SETTLEMENT.** Any Settlement Class Member that has not successfully excluded itself (“opted out”) may object to the Settlement. Any Settlement Class Member that wishes to object to the Settlement or to an award of fees or expenses to Class Counsel must file a written and signed statement designated “Objection” with the Clerk of the Court and provide service on 3M’s Counsel and Class Counsel no later than **November 11, 2023**.

**VISIT WWW.PFASWATERSETTLEMENT.COM FOR COMPLETE INFORMATION ABOUT YOUR RIGHTS**

**The Court’s Final Fairness Hearing.** The Court will hold the Final Fairness Hearing in Charleston Courtroom #1, J. Waties Waring Judicial Center of the United States District Court for the District of South Carolina, located at 85 Broad Street, Charleston, South Carolina 29401, on **February 2, 2024 at 10:00 a.m. EST**. At that time, the Court will determine, among other things, (i) whether the Settlement should be granted final approval as fair, reasonable, and adequate, (ii) whether the Litigation should be dismissed with prejudice pursuant to the terms of the Settlement Agreement, (iii) whether the Settlement Class should be conclusively certified, (iv) whether Settlement Class Members should be bound by the Release set forth in the Settlement Agreement, (v) the amount of attorneys’ fees and costs to be awarded to Class Counsel, if any, and (vi) the amount of the award to be made to the Class Representatives for their services, if any.

The Final Fairness Hearing may be postponed, adjourned, or continued by Order of the Court without further notice to the Class.

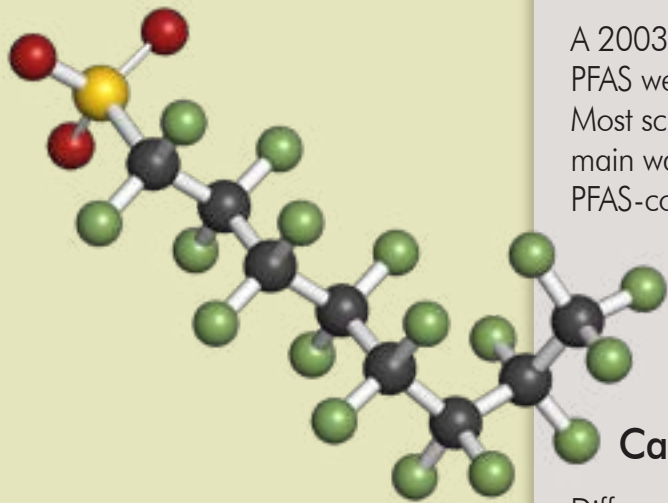
**How Do I Get More Information?** Please visit [www.PFASWaterSettlement.com](http://www.PFASWaterSettlement.com) or call toll free **1-855-714-4341**. You may also contact Class Counsel or the Notice Administrator for more information:

<b>Class Counsel</b>	<b>Class Counsel</b>
Scott Summy <b>Baron &amp; Budd, P.C.</b> 3102 Oak Lawn Ave., Ste. 1100 Dallas, TX 75219 Email: <a href="mailto:ssummy@baronbudd.com">ssummy@baronbudd.com</a>	Michael A. London <b>Douglas &amp; London</b> 59 Maiden Lane, 6th Fl. New York, NY 10038 Email: <a href="mailto:mlondon@douglasandlondon.com">mlondon@douglasandlondon.com</a>
Paul J. Napoli <b>Napoli Shkolnik</b> 1302 Avenida Ponce de Leon San Juan, PR 00907 Email: <a href="mailto:pnapoli@NSPRlaw.com">pnapoli@NSPRlaw.com</a>	Elizabeth A. Fegan <b>Fegan Scott LLC</b> 150 S. Wacker Drive, 24 <sup>th</sup> Floor Chicago, IL 60606 <a href="mailto:beth@feganscott.com">beth@feganscott.com</a>
Joseph F. Rice <b>Motley Rice LLC</b> 28 Bridgeside Blvd. Mt. Pleasant, SC 29464	

<b>Notice Administrator</b>	<b>Claims Administrator</b>
In re: Aqueous Film-Forming Foams Products Liability Litigation c/o 3M Notice Administrator 1650 Arch Street, Suite 2210 Philadelphia, PA 19103 Email: <a href="mailto:PFASSettlement@AngeionGroup.com">PFASSettlement@AngeionGroup.com</a>	AFFF Public Water System Claims PO Box 4466 Baton Rouge, LA 70821 Email: <a href="mailto:Info@pfaswatersettlement.com">Info@pfaswatersettlement.com</a>

## What are PFAS?

Per- and polyfluoroalkyl substances (PFAS) are a large group of man-made chemicals used to make household products stain-resistant, waterproof and nonstick. PFAS are found in many products like carpet, upholstery, cookware, food packaging and fire-fighting foam. Although many U.S. companies have stopped using certain PFAS chemicals, they are still commonly used in foreign products imported and sold in this country.



## Contact Information

**North Dakota  
Department of  
Environmental Quality**  
*Division of Municipal Facilities*  
4201 Normandy St.  
Bismarck, ND 58503-1324  
**701-328-5211**

## How do PFAS get into the environment?

PFAS are found in the environment and can be released into the air, water and soil at places where they are produced or used. PFAS in soil can seep into groundwater. Once in the environment, PFAS can remain intact for a long time.

PFAS can build up in the bodies of animals and have been found in the blood of mammals, fish and birds. Because there are many different chemicals in the PFAS family, scientists do not yet fully understand where the chemicals come from, nor how they move from one place to another.

## Can PFAS get into my body?

You may be exposed to PFAS in the air, indoor dust, food, drinking water and by using some household products.

A 2003-2004 Centers for Disease Control and Prevention study found that PFAS were present in 98% of the thousands of blood samples they studied. Most scientists believe that swallowing contaminated food and water is the main way that PFAS enter your body. For example, food that was stored in PFAS-coated packaging can become contaminated.

Scientific studies have shown that PFAS do not absorb through the skin very easily, so bathing or showering in water contaminated with PFAS is not typically a way the chemicals enter your body.

## Can PFAS cause health problems?

Different chemicals in the PFAS family may cause different health problems. Some studies have shown a relationship between PFAS chemicals in the body and a higher chance of some diseases. Certain PFAS chemicals, like Perfluorooctanoic acid (PFOA) and Perfluorooctane sulfonate (PFOS), have been studied more than others so their health effects may be better understood.

Many but not all studies in humans show that certain PFAS chemicals may harm developing fetuses and cause problems during childhood development. PFAS may also raise cholesterol, harm the immune system, change the body's natural hormone levels, lower fertility and increase cancer risks.





## Is there a medical test to show if I have been exposed to PFAS?

Yes, PFAS chemicals can be measured in the blood. However, these tests are not common, and many doctors may not offer them because they require special equipment. Although a blood test can show whether you have been exposed to PFAS, these tests cannot show whether you will get sick or the source of your exposure.

## Are there advisories or warnings for PFAS?

On May 19, 2016, the U.S. Environmental Protection Agency (EPA) established health advisories for PFOA and PFOS in drinking water. Health advisories provide information on contaminants that can cause human health effects and are known or anticipated to occur in drinking water. While these health advisories are non-enforceable and non-regulatory, they do provide important technical information to state agencies and other public health officials.

EPA's health advisory level for PFOA and PFOS is a combined level of 70 parts per trillion (ppt) in drinking water, offering a margin of protection from adverse health effects throughout a person's lifetime. At this time, the



North Dakota Department of Environmental Quality (NDDEQ) does not plan to deviate from the health advisories EPA has established for PFOA and PFOS.

## Where can I get more information about PFAS?

The NDDEQ has conducted an initial study to identify potential sources of PFAS in the state. This study and other information about PFAS can be found on the NDDEQ website at:

<https://deq.nd.gov/MF/Publications.aspx?expand=DWP#DWP>

Additional PFAS educational materials can be found at:

- <https://www.epa.gov/pfas>
- <https://www.atsdr.cdc.gov/pfas/index.html>
- <https://www.fda.gov/food/chemicals/and-polyfluoroalkyl-substances-pfas>
- [https://www.cdc.gov/biomonitoring/PFAS\\_FactSheet.html](https://www.cdc.gov/biomonitoring/PFAS_FactSheet.html)

## REFERENCES

International Journal of Environmental Research and Public Health.

Exposure to perfluorinated alkyl substances and health outcomes in children: A systematic review of the epidemiologic literature. July 2017.

U.S. Environmental Protection Agency. Basic information about per- and polyfluoroalkyl substances (PFASs). 2017.

U.S. Department of Health and Human Services, Public Health Service. Agency for Toxic Substances and Disease Registry (ATSDR). Draft toxicological profile for perfluoroalkyls. 2015.

Feel free to use this information, but please credit the North Dakota Department of Environmental Quality.



# PFAS Settlement – DuPont & 3M

Presented by Leah Upchurch – Environmental Compliance  
Specialist





## What are PFAS?

- Per- and Polyfluoroalkyl Substances (PFAS)
  - PFAS are widely used, long lasting chemicals, components of which break down very slowly over time.
  - PFAS are found in the blood of people and animals all over the world and are present at low levels in a variety of food products and in the environment.
  - Scientific studies have shown that exposure to some PFAS in the environment may be linked to harmful health effects in humans and animals.
  - The U.S. EPA has accelerated the pace of research and actions needed to tackle the PFAS crisis and protect American communities using a strategic roadmap.



# PFAS



WATER RESISTANT  
CLOTHING



NON STICK  
COOKWARE



STAIN RESISTANT  
PRODUCTS



PESTICIDES



PAINT



PHOTOGRAPHY



PERSONAL CARE  
PRODUCTS



FIREFIGHTING  
FOAMS



FAST FOOD  
PACKAGING

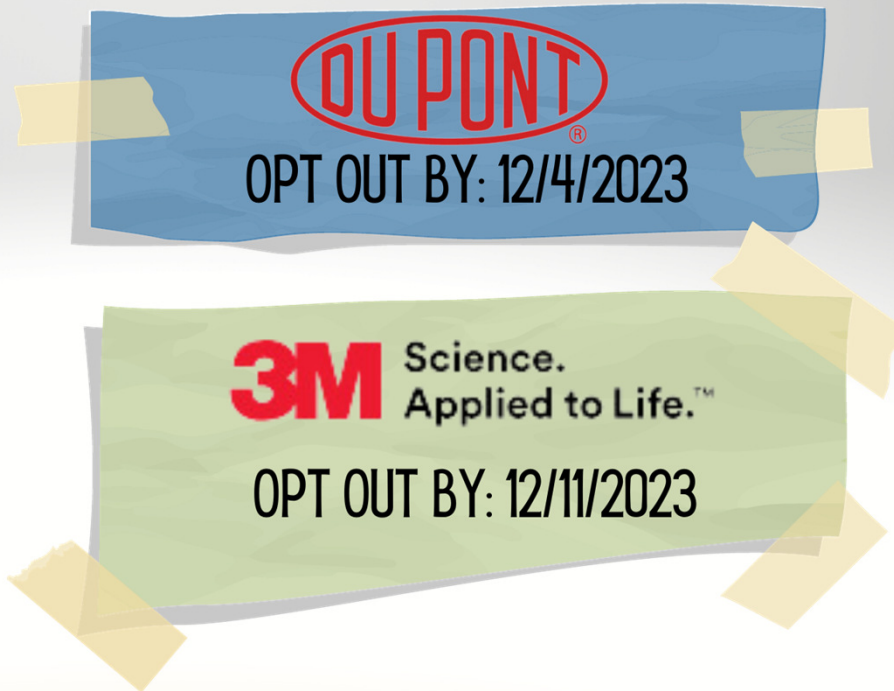
## Settlement Information

- 3M and Dupont Class Action Settlements received via Certified Mail.
- Settlements have been reached in the multi district litigation against the 3M Company (“3M”) and several different Dupont entities (“Dupont”), resolving claims for PFAS contamination in Public Water Systems’ Drinking Water.
- The class action suit and the negotiated settlements with these companies are designed to resolve claims for alleged PFAS contamination in public water systems’ drinking water.
- Both of the proposed settlements are still subject to final approval by the MDL Judge.
- There are very specific requirements for the City to opt out or else we are bound by the settlement.



# Recommendations

- Opt out of 3M and DuPont settlements.



**NOTICE OF PROPOSED CLASS ACTION SETTLEMENT  
AND COURT-APPROVAL HEARING**

*In re: Aqueous Film-Forming Foams Product Liability Litigation*, MDL No. 2:18-mn-02873  
**This Document relates to: City of Camden, et al., v. E.I. DuPont de Nemours and Company, et al.,  
 No. 2:23-cv-03230-RMG**

**UNITED STATES DISTRICT COURT, DISTRICT OF SOUTH CAROLINA, CHARLESTON DIVISION**

---

**TO THE SETTLEMENT CLASS:** All Public Water Systems in the United States of America that draw or otherwise collect from any Water Source that, on or before June 30, 2023, was tested or otherwise analyzed for PFAS and found to contain any PFAS at any level; and

All Public Water Systems in the United States of America that, as of June 30, 2023, are (i) subject to the monitoring rules set forth in the U.S. EPA’s Fifth Unregulated Contaminant Monitoring Rule (“UCMR 5”) (i.e., “large” systems serving more than 10,000 people and “small” systems serving between 3,300 and 10,000 people), or (ii) required under applicable state or federal law to test or otherwise analyze any of their Water Sources or the water they provide for PFAS before the deadline of sample collection under UCMR 5.

All capitalized terms not otherwise defined herein shall have the meanings set forth in the Settlement Agreement and the Allocation Procedures, available for review at [www.PFASWaterSettlement.com](http://www.PFASWaterSettlement.com).

As used above, “Public Water System” means a system for the provision of water to the public for human consumption through pipes or other constructed conveyances, if such system has at least fifteen (15) service connections or regularly serves at least twenty-five (25) individuals. A “Public Water System” shall include the owner and/or operator of that system and any public entity that is legally responsible for funding (by statute, regulation, other law, or contract), other than a State or the federal government, a Public Water System described in such Paragraph or has authority to bring a claim on behalf of such a Public Water System.

---

**What Is The Purpose of This Notice?** The purpose of this Notice is (i) to advise you of a proposed settlement of certain claims against The Chemours Company, The Chemours Company FC, LLC, DuPont de Nemours, Inc., Corteva, Inc., and E.I. DuPont de Nemours and Company n/k/a EIDP, Inc. (collectively the “Settling Defendants”) in the United States District Court for the District of South Carolina (the “Court”); (ii) to summarize your rights in connection with the Settlement; and (iii) to inform you of a Court hearing to consider whether to grant final approval of the Settlement (the “Final Fairness Hearing”), to be held on December 14, 2023 at 10:00 a.m., before the Honorable Richard M. Gergel, United States District Judge of the United States District Court for the District of South Carolina, located at 85 Broad Street, Charleston, South Carolina 29401.

**What Are The Key Terms of the Proposed Settlement?** The Settling Defendants have agreed to pay one billion one hundred eighty-five million dollars (\$1,185,000,000)(the “Settlement Amount”), subject to final approval of the Settlement by the Court and certain other conditions specified in the Settlement Agreement. In no event shall the Settling Defendants be required to pay any amounts under the Settlement Agreement above the Settlement Amount. Any fees, costs, or expenses payable under the Settlement Agreement shall be paid out of, and shall not be in addition to, the Settlement Amount. Each Settlement Class Member who has not excluded itself from the Class will be eligible to receive a settlement check(s) from the Claims Administrator based on the Allocation Procedures developed by Class Counsel, which are subject to final approval by the Court as fair and reasonable and which are under the oversight of the Special Master.

**What Are My Options?**

**YOU CAN PARTICIPATE IN THE SETTLEMENT.** You must file a Claims Form to be eligible to



receive a payment under the Settlement. You can submit your Claims Form online at [www.PFASWaterSettlement.com](http://www.PFASWaterSettlement.com), or you can download, complete and mail your Claims Form to the Claims Administrator at AFFF Public Water System Claims, PO Box 4466, Baton Rouge, LA 70821. The deadlines to submit a Claim Forms are illustrated below. Regardless of whether you file a Claims Form or receive any distribution under the Settlement, unless you timely opt out as described below, you will be bound by any judgment or other final disposition of the Released Claims, including the Release set forth in the Settlement Agreement, and will be precluded from pursuing claims against the Settling Defendants separately if those Claims are within the scope of the Release.

<b>Deadline Description</b>	<b>Deadline Date</b>
Phase One Public Water System Claims Form	60 Days after the Effective Date
Phase One Special Needs Claims Form	45 Days after the Phase One Public Water System Claims Form Deadline
Phase Two Testing Claims Form	1/1/2026
Phase Two Public Water System Claims Form	6/30/2026
Phase Two Special Needs Claims Form	8/1/2026
Phase One Supplemental Fund Claims Form	12/31/2030
Phase Two Supplemental Fund Claims Form	12/31/2030

**YOU CAN OPT OUT OF THE SETTLEMENT.** If you do not wish to be a Settlement Class Member, and do not want to participate in the Settlement and receive a Settlement Benefit Check, you may exclude yourself from the Class by completing and mailing a notice of intention to opt out. Any Person within the Settlement Class who wishes to opt out of the Settlement Class and Settlement must file a written and signed statement entitled “Request for Exclusion” with the Notice Administrator and provide service on all Parties no later than **DECEMBER 4, 2023**.

**YOU CAN OBJECT TO THE SETTLEMENT.** Any Settlement Class Member who has not successfully excluded itself (“opted out”) may object to the Settlement. Any Settlement Class Member who wishes to object to the Settlement or to an award of fees or expenses to Class Counsel must file a written and signed statement designated “Objection” with the Clerk of the Court and provide service on all Parties in no later than **NOVEMBER 4, 2023**.

**VISIT [WWW.PFASWATERSETTLEMENT.COM](http://WWW.PFASWATERSETTLEMENT.COM) FOR COMPLETE INFORMATION ABOUT YOUR RIGHTS**

**The Court’s Final Fairness Hearing.** The Court will hold the Final Fairness Hearing in Hon. Sol Blatt, Jr., Courtroom of the United States District Court for the District of South Carolina, located at 85 Broad Street, Charleston, South Carolina 29401, on **December 14, 2023 at 10:00 a.m.** At that time, the Court will determine, among other things, (i) whether the Settlement should be granted final approval as fair, reasonable, and adequate, (ii) whether the Released Claims should be dismissed with prejudice pursuant to the terms of the Settlement Agreement, (iii) whether the Settlement Class should be conclusively certified, (iv) whether Settlement Class Members should be bound by the Release set forth in the Settlement Agreement, (v) the amount of attorneys’ fees and costs to be awarded to Class Counsel, if any, and (vi) the amount of the award to be made to the Class Representatives for their services, if any. The Final Fairness Hearing may be postponed, adjourned, or continued by Order of the Court without further notice to the Class.

**How Do I Get More Information?** Please visit [www.PFASWaterSettlement.com](http://www.PFASWaterSettlement.com) or call toll free **1-855-714-4341**. You may also contact Class Counsel or the Notice Administrator for more information:

<b>Class Counsel</b>	<b>Class Counsel</b>	<b>Class Counsel</b>
Scott Summy <b>Baron &amp; Budd, P.C.</b> 3102 Oak Lawn Ave., Ste. 1100 Dallas, TX 75219 Email: summy@baronbudd.com	Michael A. London <b>Douglas &amp; London</b> 59 Maiden Lane, 6th Fl. New York, NY 10038 Email: london@douglasandlondon.com	Paul J. Napoli <b>Napoli Shkolnik</b> 1302 Ponce de Leon Santurce, PR 00907 Email: pnapoli@NSPRLaw.com

<b>Notice Administrator</b>	<b>Claims Administrator</b>
In re: Aqueous Film-Forming Foams Products Liability Litigation c/o Notice Administrator 1650 Arch Street, Ste 2210 Philadelphia, PA 19103 PFASSettlement@AngeionGroup.com	AFFF Public Water System Claims PO Box 4466 Baton Rouge, LA 70821 Email: info@pfaswatersettlement.com

The paragraphs above provide only a general summary of the terms of the settlement. In the event of a conflict between this Notice and the Settlement Agreement, the terms of the Settlement Agreement control. You can review the Settlement Agreement itself for more information about the exact terms of the settlement. The Settlement Agreement is available at [www.PFASWaterSettlement.com](http://www.PFASWaterSettlement.com).



# Works

OCTOBER 2023 MONTHLY REPORT

# OUR SERVICES



**Sewer & Stormwater**



**Street Maintenance**



**Fleet Maintenance**



**Buildings & Grounds**



**Drinking Water**



**Wastewater  
Treatment/Reuse  
Water**



**Regional Landfill**



**Garbage/Recycling  
Collection**



**Forestry**



# Training



- NORTH DAKOTA APWA HELD A WINTER MAINTENANCE OPERATOR WORKSHOP OCTOBER 17TH.
- 47 ATTENDEES TOTAL, WITH 9 FROM DICKINSON PUBLIC WORKS.
- GARY ZUROFF BECAME THE NEW NORTH DAKOTA APWA PRESIDENT

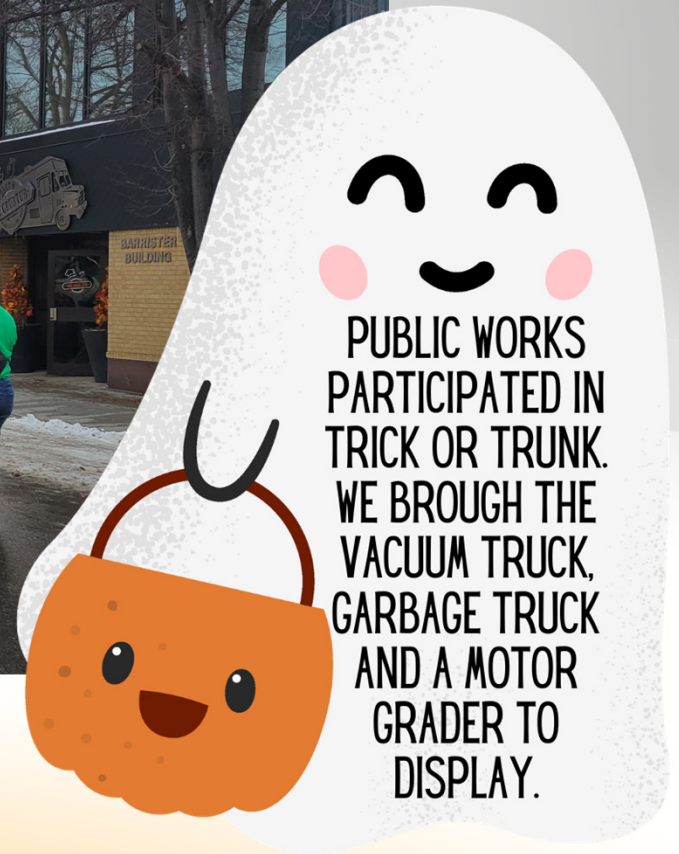


North Dakota Water & Pollution Control Conference

- CONFERENCE HELD IN GRANDFORKS OCTOBER 17-19TH
- 5 WATER DEPARTMENT EMPLOYEES ATTENDED



# Special Events



PUBLIC WORKS PARTICIPATED IN TRICK OR TRUNK. WE BROUGHT THE VACUUM TRUCK, GARBAGE TRUCK AND A MOTOR GRADER TO DISPLAY.

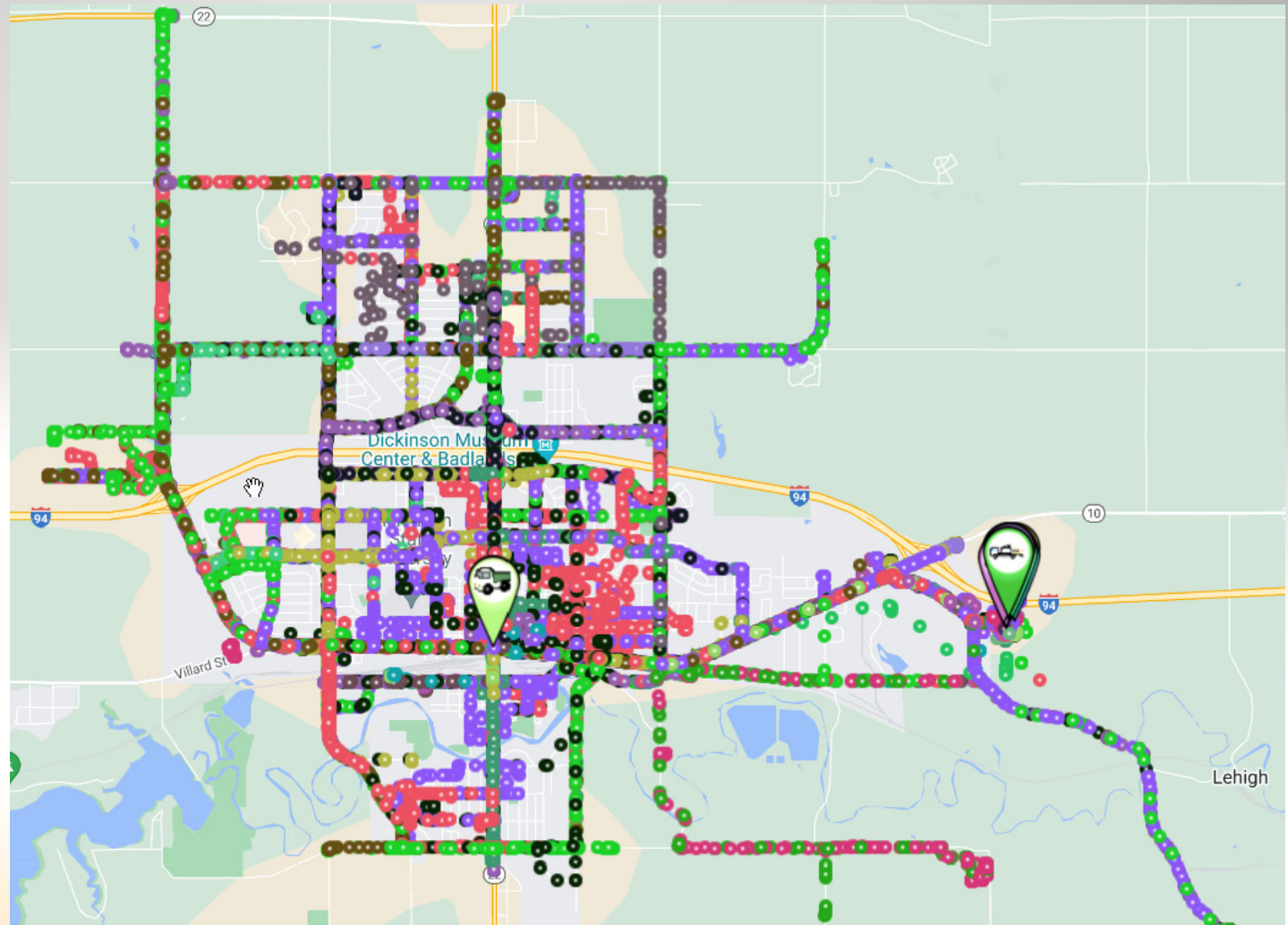


# Special Events

Fleet helped the installation of over 100? new radios for the SIRN 2020 Project.



# October Snow Storm



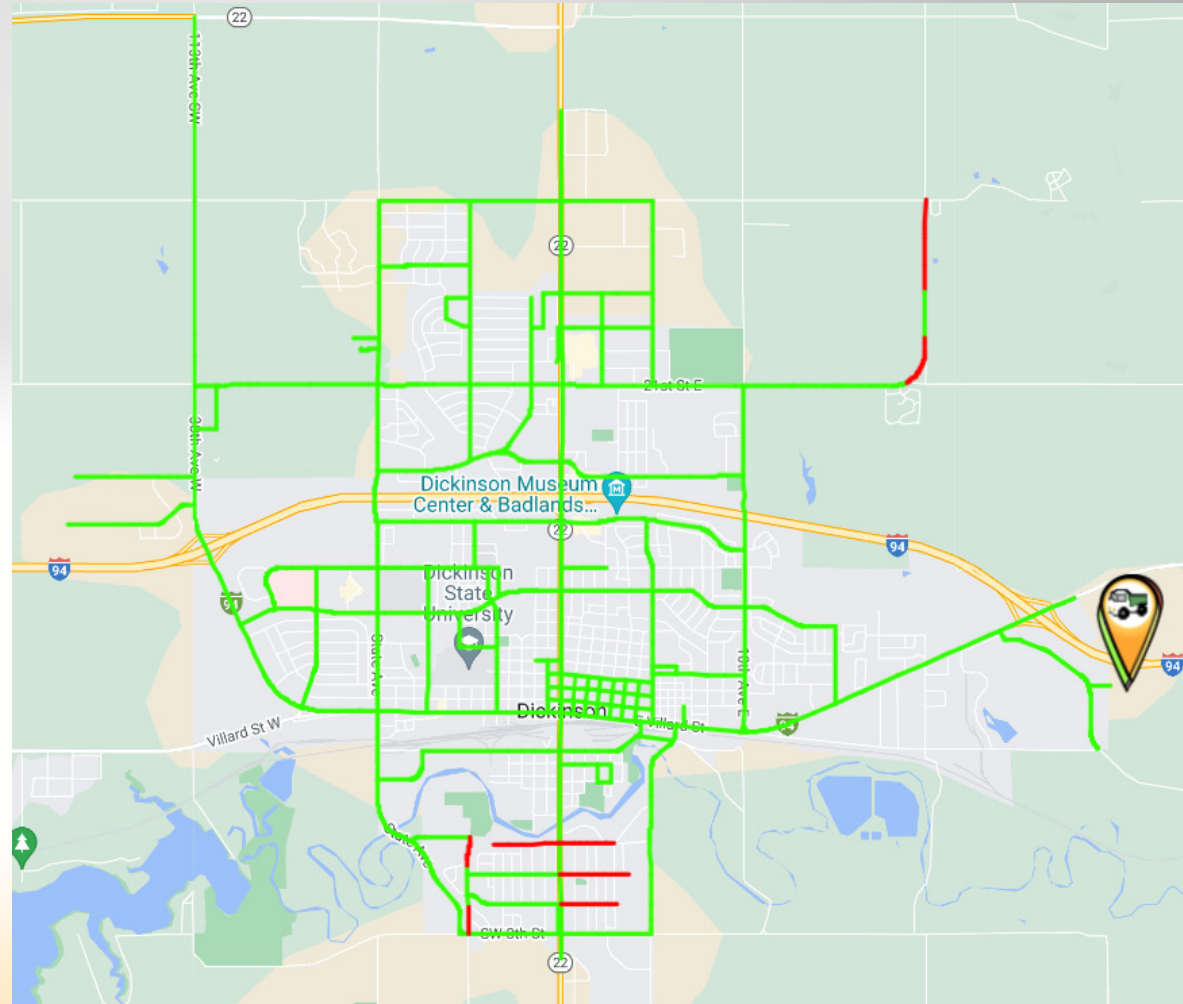


# October Snow Storm

## 3RD AVE W

Route: Level 1 - (3) Highway 22  
Route Complete: 100%  
Route Using Snapping: false  
Segment: 3RD AVE W  
Spreader Status: --  
Material: --  
Switch Types: --  
Segment Complete: 100%  
Segment Last Completed: 10/27/2023 2:04:31 PM

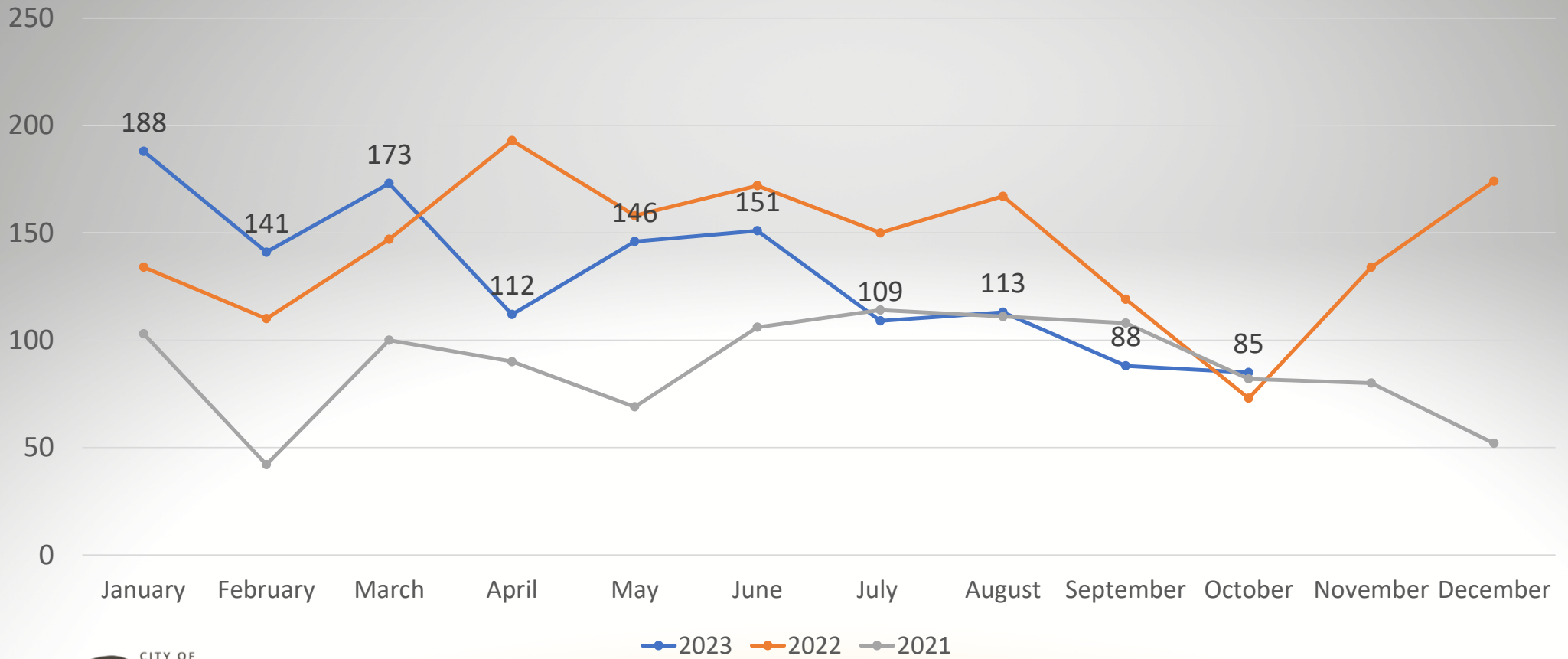
R-7:	4 passes N, 3 passes S, 100% complete
S-84:	3 passes N, 2 passes S, 100% complete
S-4:	2 passes N, 2 passes S, 100% complete
S-64:	4 passes N, 0 passes S, 100% complete
S-5:	6 passes N, 3 passes S, 100% complete
S-31:	3 passes N, 0 passes S, 100% complete
S-20:	4 passes N, 2 passes S, 100% complete
S-35:	1 pass N, 1 pass S, 100% complete



# October Snow Storm

	USAGE	TOTAL COST
SALT	23.7 TONS	\$2,641.84
BRINE	54,520 GALLONS	\$67,581.06
CUTTING EDGES	16 PIECES	\$2,800
<b>TOTAL:</b>		<b>\$73,022.90</b>

# SERVICE REQUEST BY MONTH



1,306 Service Requests in 2023

# Overview – October Requests





# Forestry

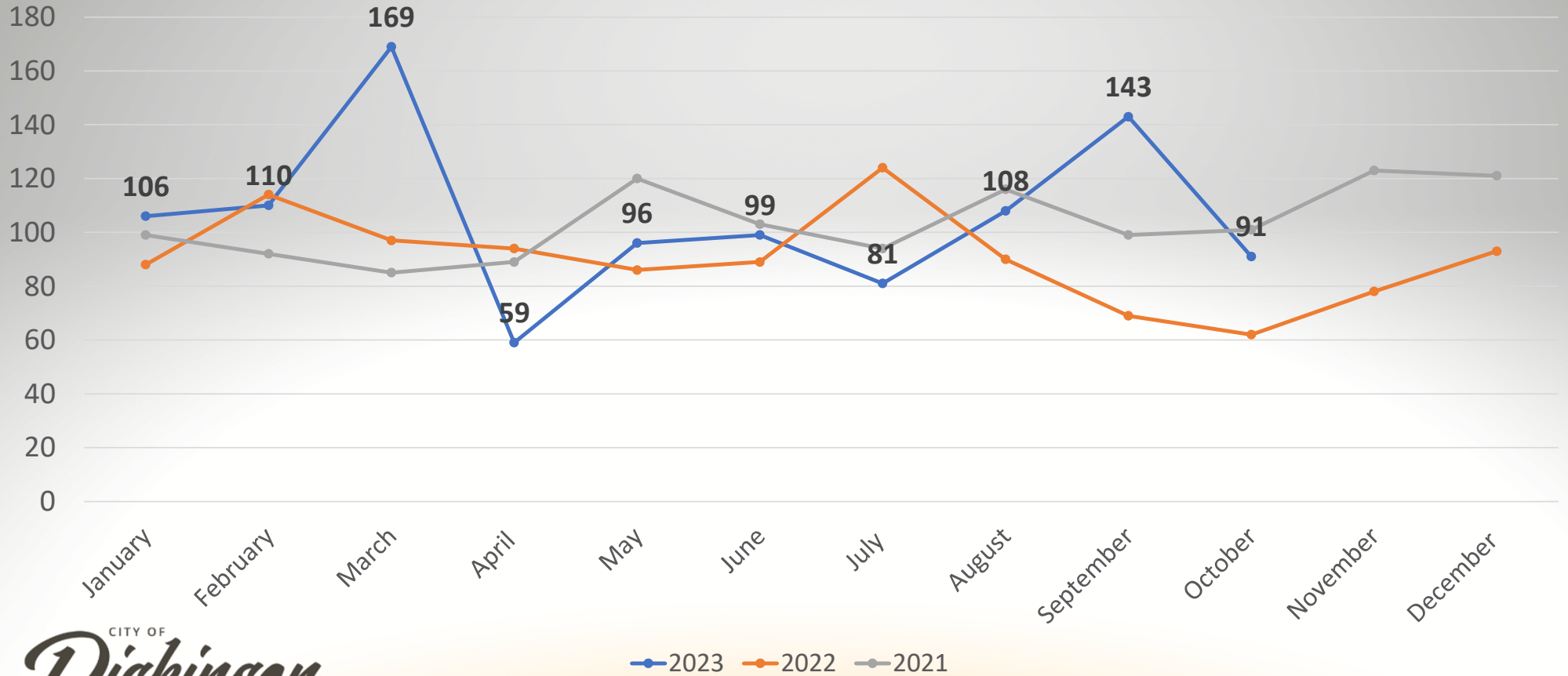
**URBAN FORESTRY  
ADVISORY MEETING  
DECEMBER 14TH 10AM-  
11AM AT PUBLIC  
WORKS.**



## October

- CONTINUING DISEASED ELM TREE REMOVAL.
- FORESTRY AND STREET DEPARTMENT CLEARED ALLEYWAYS, DOWNTOWN AND HWY 22 OF OVERGROWN VEGETATION.
- STARTED SHELTERBELT PROJECT AT THE WRF.
- REMOVED BLACK PLANTERS FROM DOWNTOWN TO PLACE IN STORAGE.
- ASSISTATED IN SNOW REMOVAL AT PSC .

# Fleet Work Orders



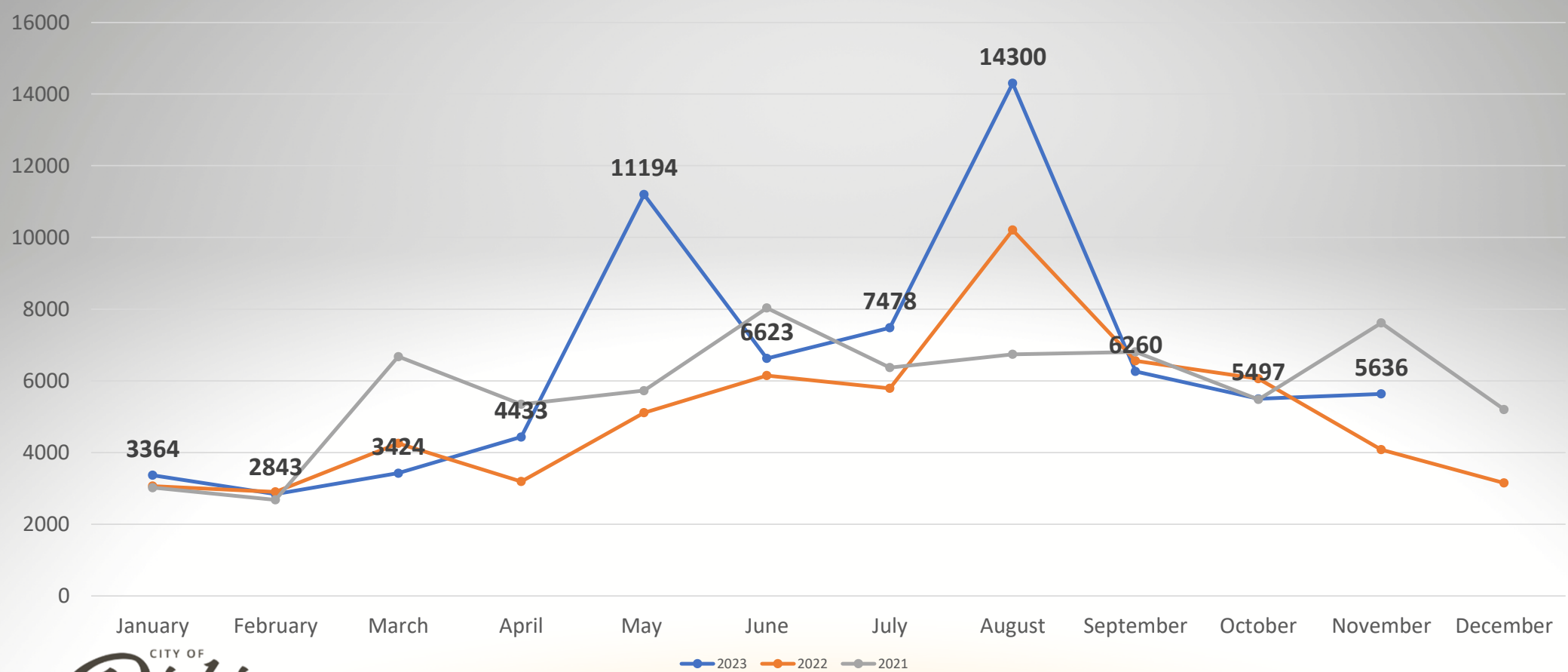
971 Work Orders in 2023

# Overview – Fleet Work Orders



91 Work Orders in October

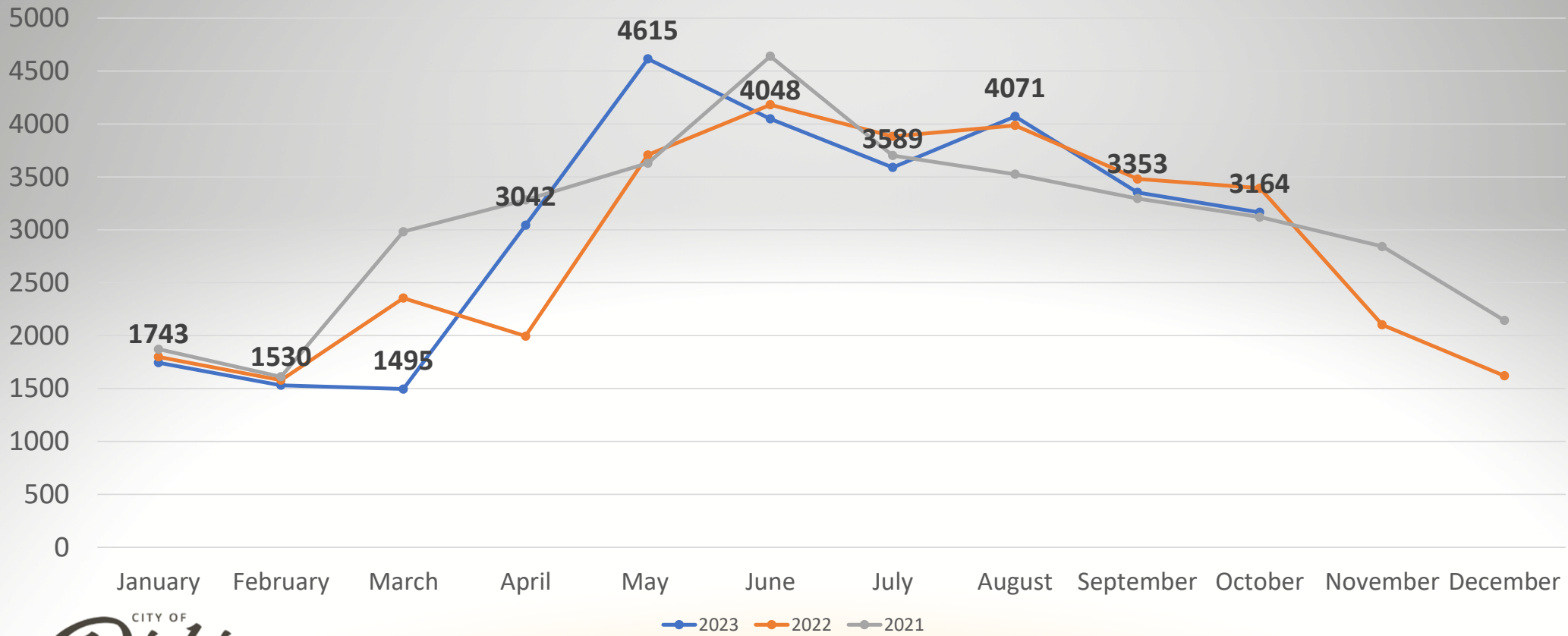
# Solid Waste – Overall Tonnages



71,050 Tons in 2023



# Scale Transactions



30,650 scaled transactions in 2023

# Solid Waste-Landfill



**RECENT WEATHER  
CONDITIONS MAKES  
OPERATIONS DIFFICULT**



# Solid Waste-Landfill

OCT.

WATER PUMPED FROM LANDFILL LIFT

STATION TO WRF

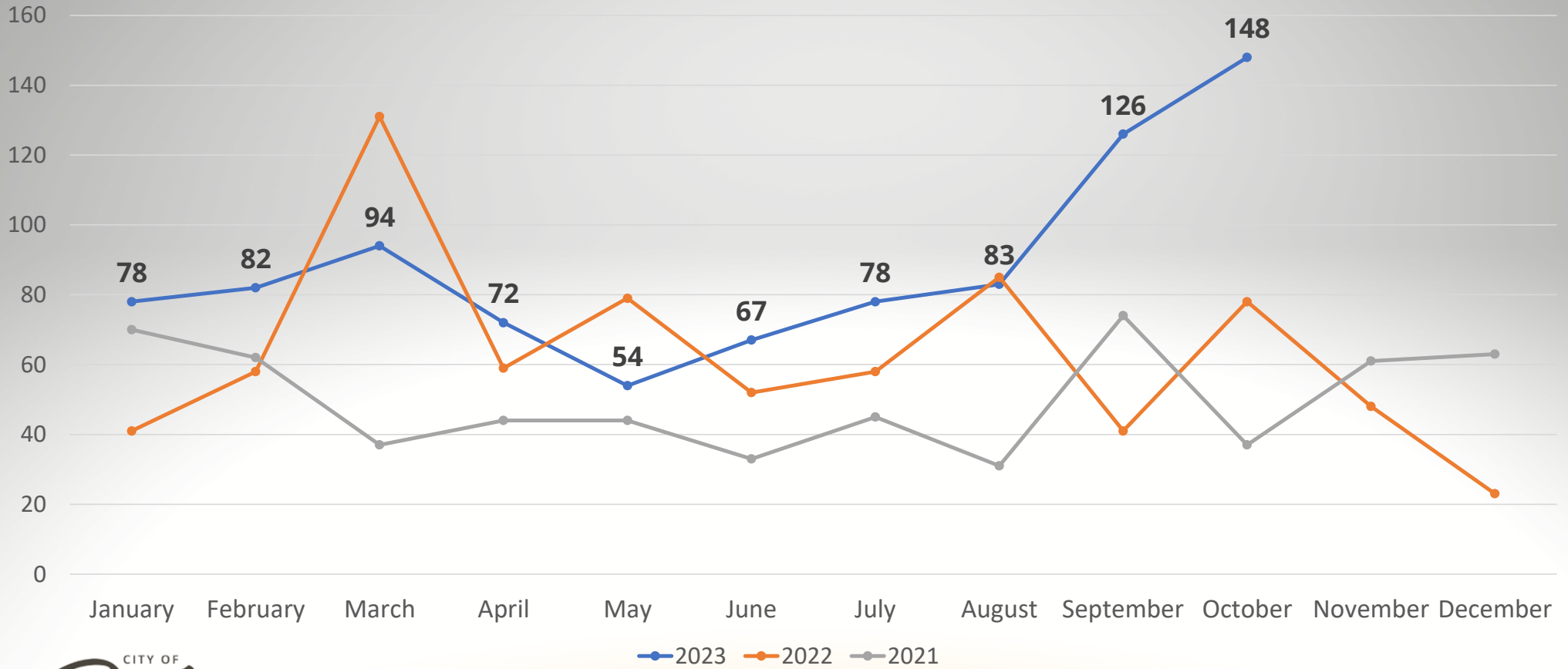
86,540 GALLONS OF STORMWATER

23,400 GALLONS OF LEACHATE

THIS SHOWS THE  
GROUND WATER  
MONITORING WELLS  
THAT WERE TESTED IN  
OCTOBER. THIS IS DONE  
SEMI-ANNUALLY.



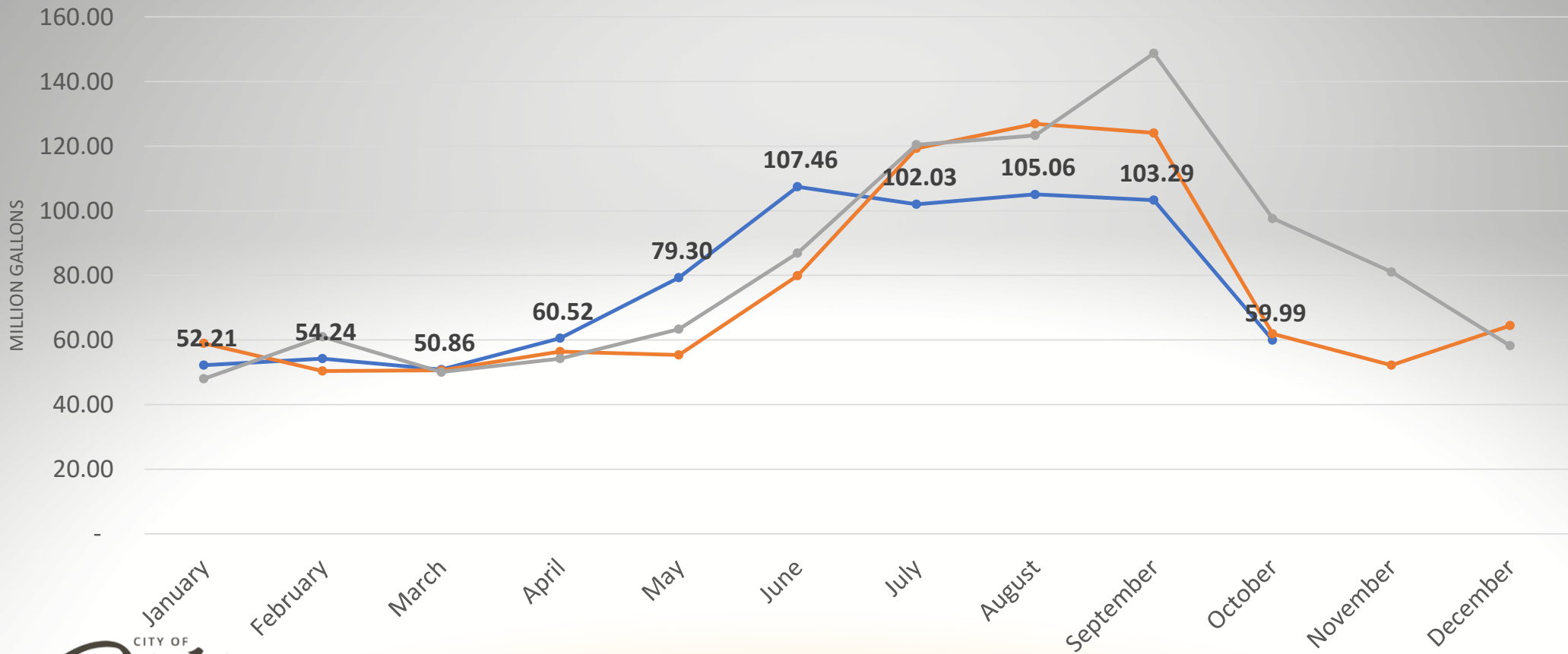
# Utility Billing Work Orders



882 UB Work Orders in 2023



# Southwest Water Authority



● 2023 ● 2022 ● 2021

774,963,940 Gallons in 2023



# Water Utilities

ASBESTOS CEMENT  
(AC) WATERLINE WAS  
REPLACED DUE TO  
MULTIPLE WATER  
BREAKS ON THE 1300  
BLOCK OF 1ST AVE E.





# Water Utilities

REPLACED AND  
REPAIRED STORM  
DRAIN





# Water Utilities

THE WATER UTILITIES  
DEPARTMENT WINTERIZED 1,736  
FIRE HYDRANTS.  
THERE ARE THREE FULL TIME  
OPERATORS TASKED WITH  
WINTERIZING HYDRANTS.



# Water Reclamation Facility – Land Applied Sludge



**OCTOBER**  
13 LOADS  
9.75 HOURS  
77,683 GALLONS



# Water Reclamation Facility

EFFLUENT TO HEART RIVER



57 MILLION GALLONS

EFFLUENT WATER SOLD



14 MILLION GALLONS



71 Million Gallons

# September Callout and Overtime Hours

## BUILDINGS & GROUNDS 15.75 HOURS

- LEGACY SQUARE
- BUILDING MAINTENANCE

## STREET DEPARTMENT 48.25 HOURS

- EMERGENCY CALLOUT
- LEGACY SQUARE
- SNOW STORM

## SOLID WASTE 134 HOURS

- EXTENDED SHIFTS
- SCALE
- DROP SITES
- WEEKEND HOURS
- EXTENDED BALING HOURS

## WATER UTILITIES 193 HOURS

- LIFT STATION WEEKEND CHECKS
- WATER MAIN SHUT OFF
- LIFT STATION MAINTENANCE
- LAND APPLY SLUDGE



Total Hours: 391 hours in October



# New Staff

Welcome back to the Public Works team!



Morgan Mattheis  
Solid Waste Operator





# QUESTIONS?

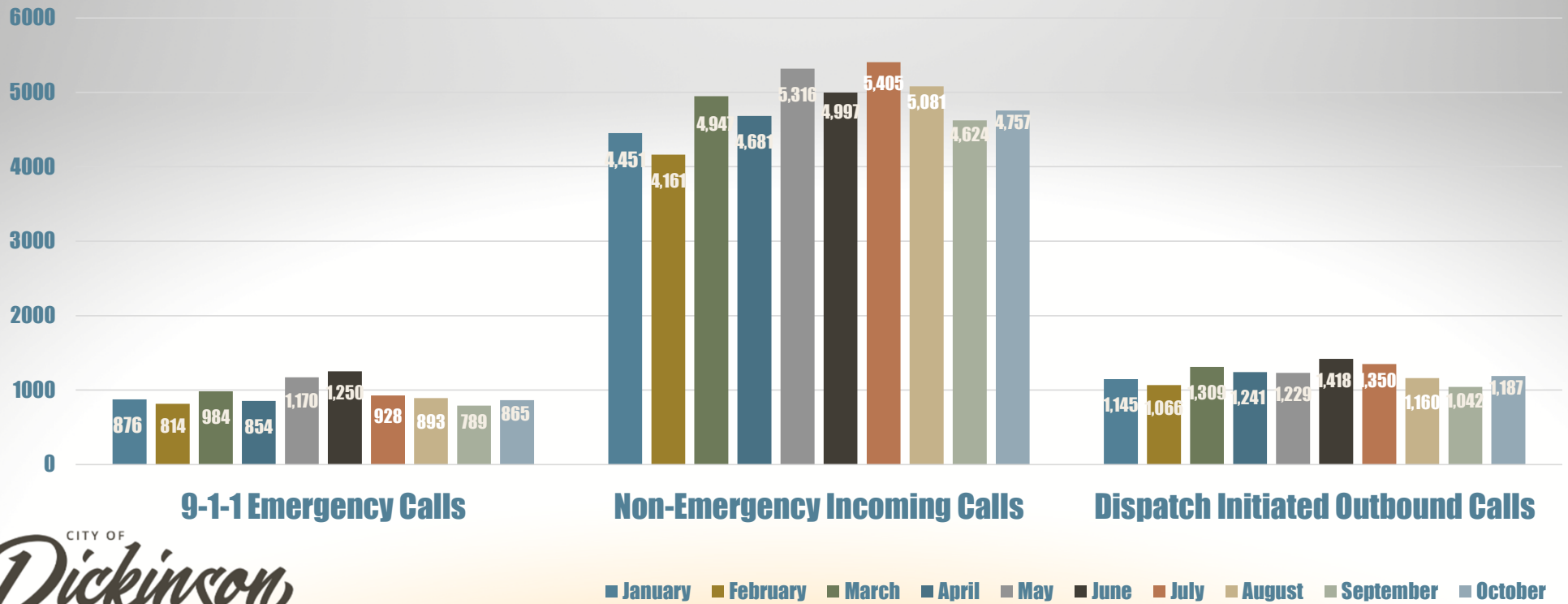


# OCTOBER 2023 MONTHLY POLICE REPORT



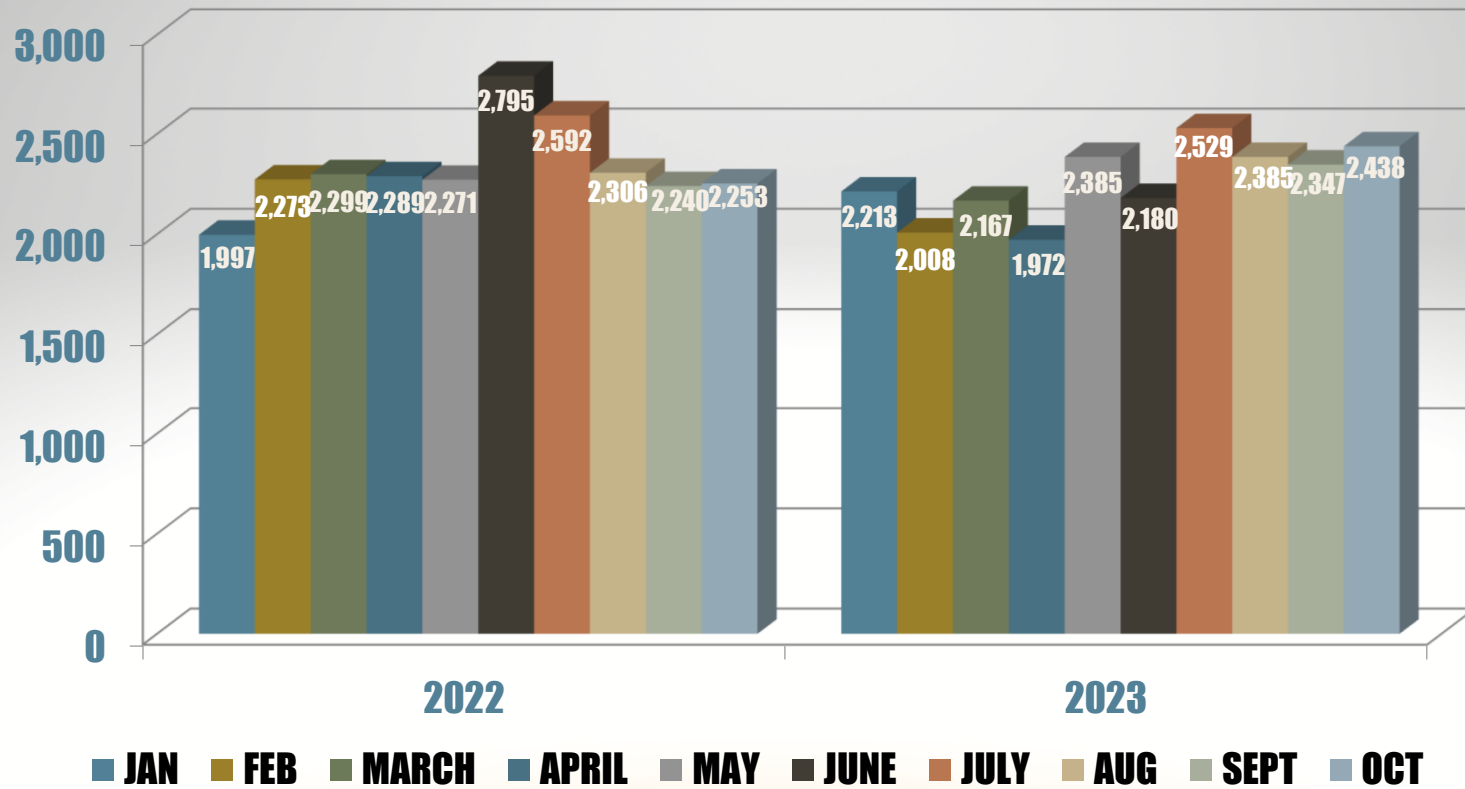


# DISPATCH (PSAP) ACTIVITY





# OCTOBER – 2,438 CALLS FOR SERVICE





# TRAFFIC SAFETY



**391**  
**Traffic**  
**Stops**

**155** (43 SPEEDING)  
**Citations**

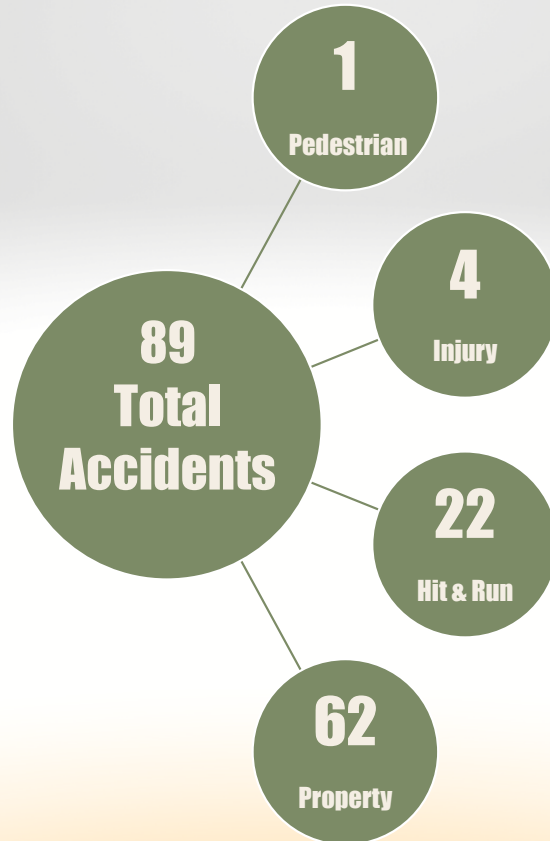
**209**  
**Warnings**







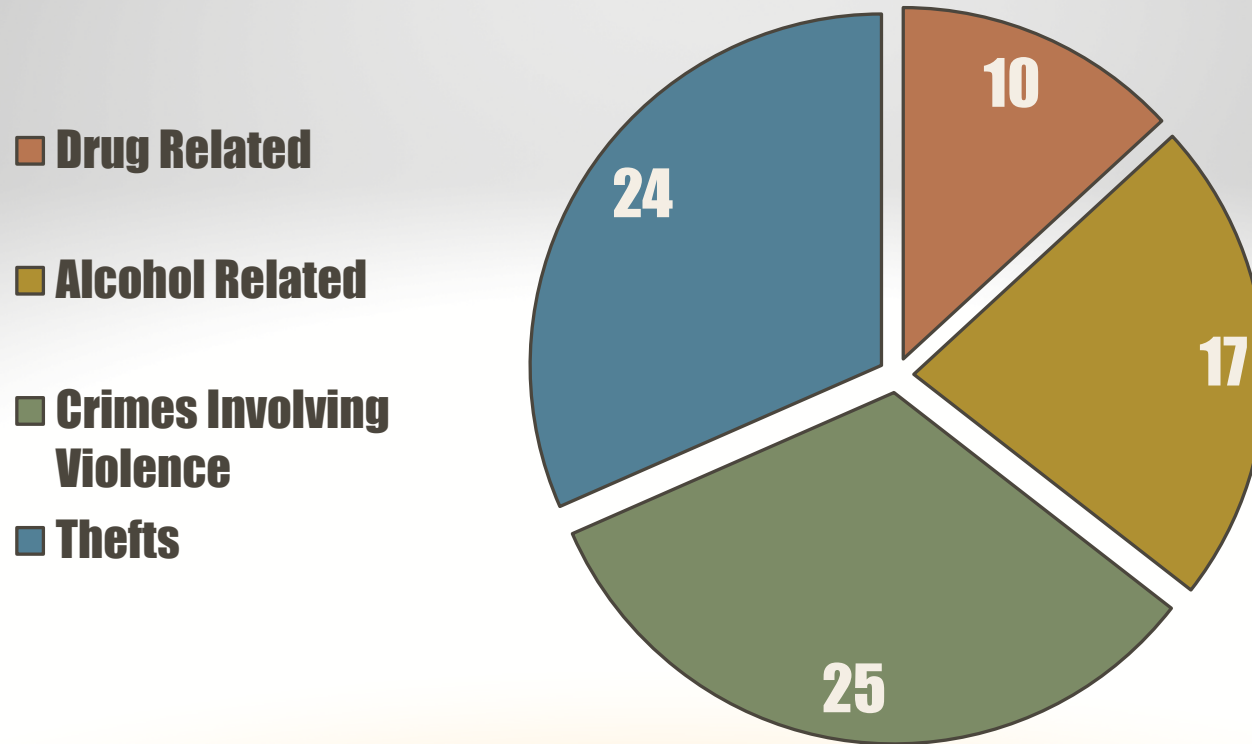
# ACCIDENTS





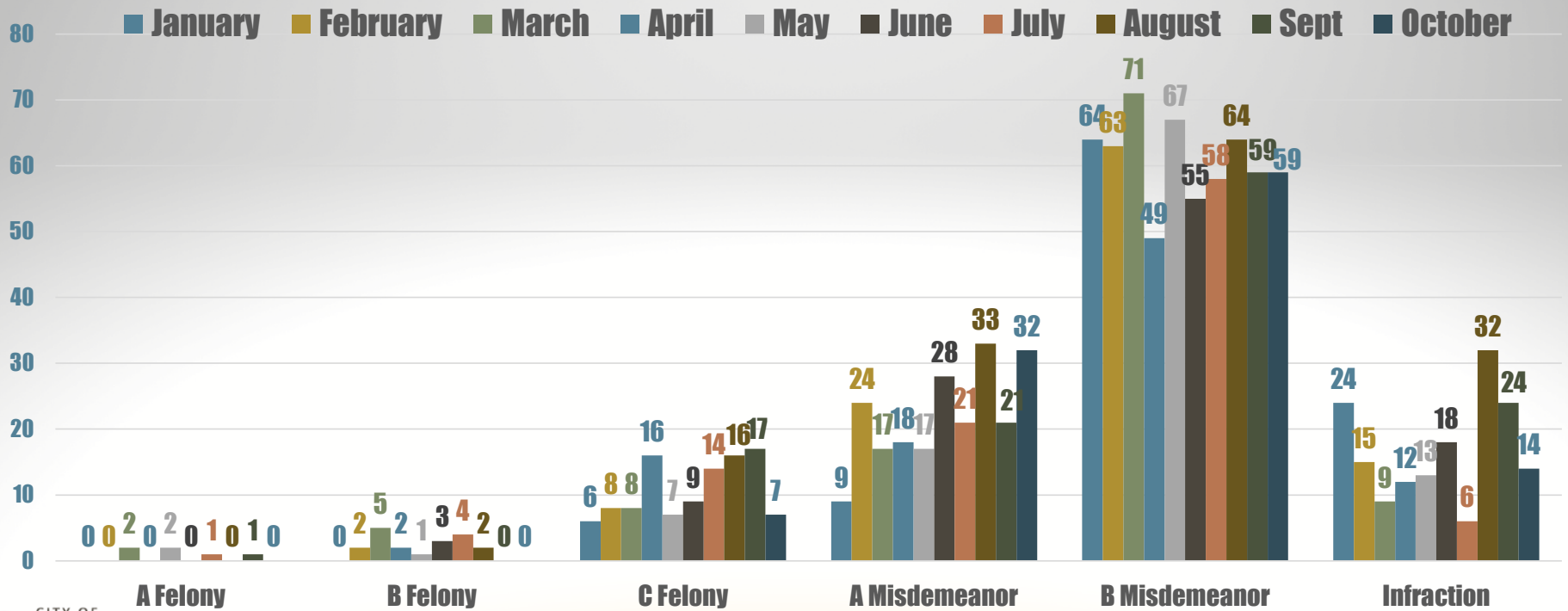


# 161 TOTAL ARRESTS





# ARREST CLASSIFICATIONS



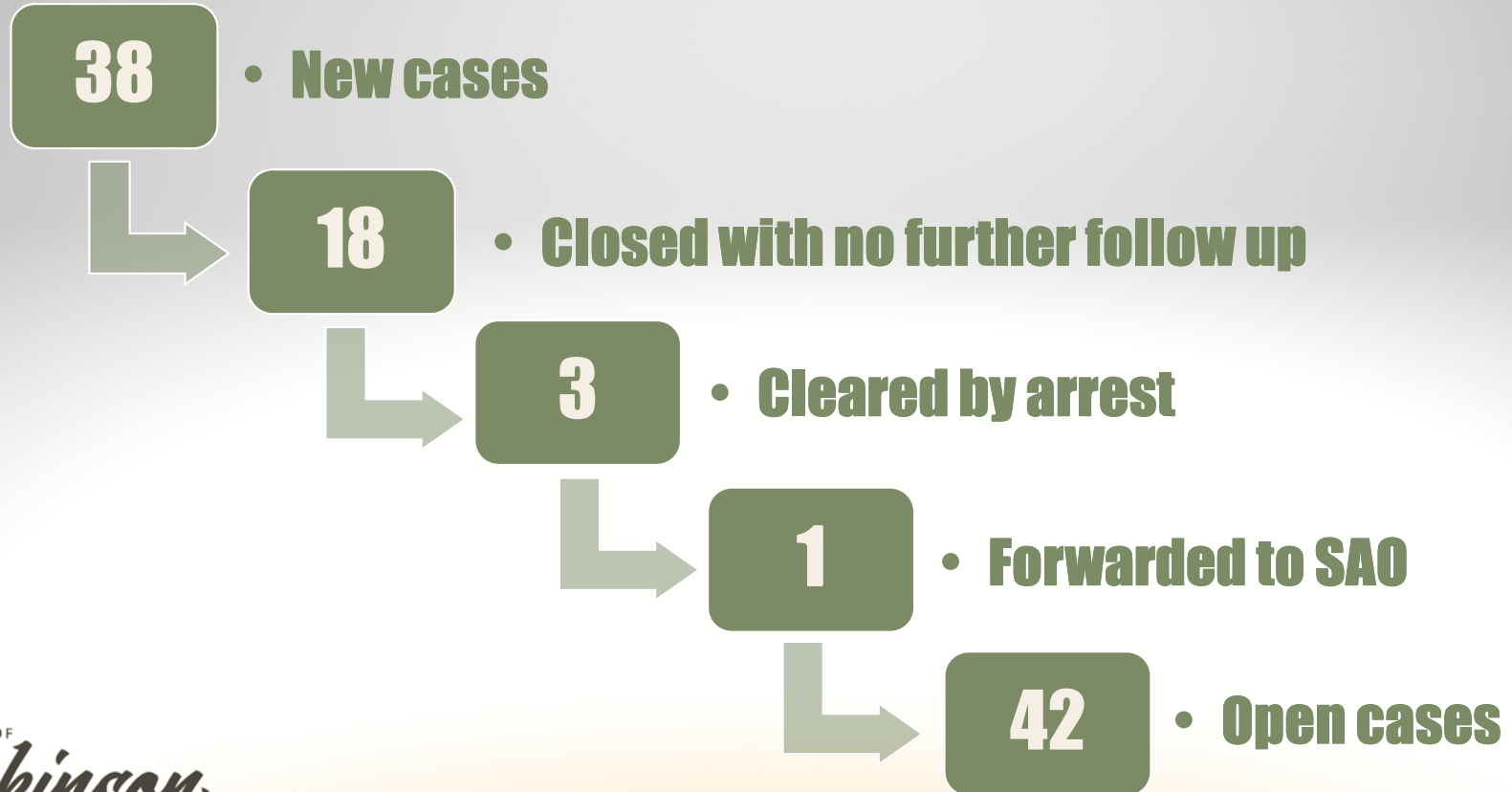


# CRIMINAL INVESTIGATIONS





# CRIMINAL INVESTIGATIONS





# CRIMINAL INVESTIGATIONS

- 8 • Agency Assists
- 6 • Sex Crimes
- 5 • Digital Forensics
- 3 • Burglary
- 3 • Deaths
- 2 • Search Warrants

- 2 • Theft
- 2 • Ambulance
- 2 • Structure Fire
- 1 • Welfare Check
- 1 • Fire / HVAC System
- 1 • Violation of Protection Order
- 1 • Speak with an Officer
- 1 • General Information



# NOTABLE INCIDENTS



- **CID took a report of a sexual assault. Gabriel May (43) was arrested for GSI-Force/Threat-Forcible rape.**
- **CID assisted Dickinson Fire Dept and the ATF regarding 2 unconnected structure fires, no arrests made to date on these fire incidents.**
- **CID/Patrol investigated thefts that occurred at Walmart & theft of a firearm from Mondak Pawn. Dreashun Boynton & Titus Carruthers were arrested for theft of a firearm/conspiracy & theft of property.**
- **Patrol arrested Savannah Fahlstrom for robbery, terrorizing, possession of controlled substance, possession of drug paraphernalia, and criminal mischief**





# BEHAVIORAL HEALTH







# SCHOOL RESOURCE OFFICERS

## DICKINSON STATE UNIVERISTY

• 0 CFS (0 CITATIONS ISSUED)

## HIGH SCHOOL

• 24 CFS (3 JUVENILE SUMMONS ISSUED)

## MIDDLE SCHOOL

• 23 CFS (5 JUVENILE SUMMONS ISSUED)

## ELEMENTARY SCHOOL

• 9 CFS



# RECORDS

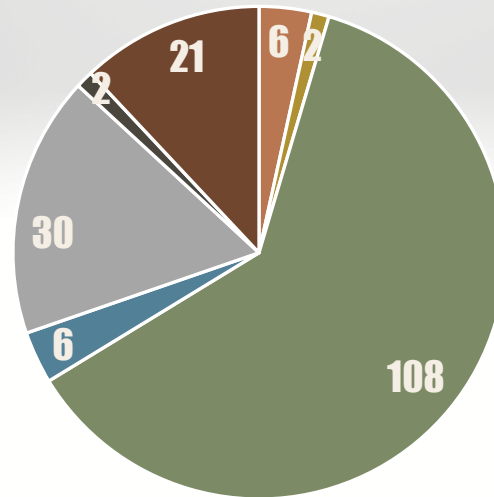


**18 - Fingerprints**  
**20 - Sex Offender Registrations**  
**69 – Warrants / Summons Processed**



# ANIMAL SHELTER

## 175 CALLS FOR SERVICE



- Surrendered
- Neglect
- Barking
- Lost Animal
- Complaints
- Running at Large
- Bites





# ANIMAL SHELTER

ANIMAL TYPES	RETURNED TO OWNER	RESCUE	ADOPTED	REMAIN AT SHELTER	EUTHANIZED
51 DOGS	34	6	5	6	0
57 CATS	16	4	19	16	2
0 OTHER	0	0	0	0	0
<b>108 TOTAL</b>	<b>50</b>	<b>10</b>	<b>24</b>	<b>22</b>	<b>2</b>

108 IMPOUNDED ANIMALS	#
STRAY	83
SURRENDERED	19
STARK/BILLINGS CAPTURE	4
INMATE, COURT, OTHER	1
BITE	1



# TRAINING



**192 ND POST HRS**

**0 NON - ND POST**

**192 TOTAL DEPT HRS**

## ARIDE

- 16 HOURS (1 PATROL OFFICER)

## TACTICAL MEDICAL FOR 1<sup>ST</sup> RESPONDER

- 8 HOURS (1 PATROL, 1 SRO, 1 TASK FORCE)

## BASIC TACTICAL MEDICAL FOR 1<sup>ST</sup> RESPONDER

- 24 HOURS (1 SRO, 1 PATROL, 1 TASK FORCE)

## BCI BASIC DRUG SCHOOL

- 80 HOURS (1 TASK FORCE)



# COMMUNITY RELATIONS



**COMMUNITY  
SERVICE  
COORDINATOR**

**DUI Checkpoint**

**DHS Law Enforcement Class**

**Red Ribbon Week – Drug Presentation**

**Halloween Safety Presentation**

**Trick or Trunk**

**Coffee With a Cop @ Lucky's Tesoro**



# COMMUNITY RELATIONS



10TH ANNUAL  
**Trick or TRUNK**  
OCTOBER 31  
4PM-6PM  
DOWNTOWN DICKINSON  
IT'S TRICK OR TRUNK TIME!





- Make a real difference
- Join a family of dedicated professionals
- Work in a thriving city with a bright future
- Be a part of a law enforcement supportive community



# INTEGRITY RESPECT TEAMWORK





# STAFF REPORT

**To:** Planning and Zoning Commission

**From:** City of Dickinson Development Team

**Date:** October 2, 2023

**Re:** REZ-005-2023 TCB Subdivision Rezone

**OWNER/APPLICANT**

Tracy Tooz  
 Tooz Construction  
 tracyt@toozconstruction.com  
 701 260 4431  
 1475 Atascosita Circle,  
 Dickinson, North Dakota, 58601

**APPLICANT’S REPRESENTATIVE**

Jeremy Wood  
 Northern Plains Engineering  
 jwood@nplainseng.com  
 701 690 8076

<b>Public Hearings:</b>	October 18, 2023	Planning and Zoning Commission
	November 7, 2023	City Commission
	November 21, 2023	City Commission

**EXECUTIVE SUMMARY**

To consider a petition rezone a parcel located in the SW ¼ Section 2, Township 139N, Range 96W from GC and CC to CC. The site consists of +/- 50,468 square feet. The subject contains both General Commercial (GC) and Community Commercial (CC) zoning districts and therefore does not comply with Article 39 Zoning of the municipal code. Due to the location being an interaction along the east business loop and a major ingress/egress for the residents to the north, staff recommends reconciliation of this parcel’s zoning status by rezoning this lot to Community Commercial.

**REQUEST**

**A. Request:** Following this parcel’s previous minor plat application, the applicant has agreed to reconcile the non-conformity of the parcel’s zoning district features. The parcel currently contains both General Commercial (GC) and Community Commercial (CC) zoning districts and the applicant requests approval such that the parcel can comply with Section 39.02.005 of the municipal code.

**B. Location/Legal Description/Area:** The lot proposed for this rezone is legally described as being a replat of Lot 1 of TCB Subdivision located within the SW ¼ Section 2, Township 139N, Range 96W of the 5<sup>th</sup> Principal Meridian, City of Dickinson, Stark County, North

Dakota. The subject parcel is generally located at the southeast corner of 10<sup>th</sup> Ave E and Interstate 94 Business Loop E.

C.

<b>ZONING</b>	<b>GC</b>
<b>FUTURE LAND USE MAP DESIGNATION</b>	<b>Commercial</b>
<b>GROSS SITE ACREAGE</b>	<b>1.16 acres</b>
<b>LOTS PROPOSED</b>	<b>1</b>

<b>CURRENT ADJACENT LAND USE/ZONING</b>		
<b>Direction</b>	<b>Zoning</b>	<b>Land Use</b>
<b>North</b>	<b>R-1</b>	<b>Undeveloped residential</b>
<b>East</b>	<b>CC</b>	<b>Funeral service</b>
<b>South</b>	<b>Major Arterial, GI</b>	<b>East Business Loop, religious assembly</b>
<b>West</b>	<b>GC</b>	<b>Auto services</b>

**Context:**

**Previous Minor Plat Application Background (approved during 10.3.2023 City Commission Meeting)**

The applicant proposed this development at a pre-application meeting which took place on March 28, 2023. At that time, the applicant was only proposing to subdivide Lot 1D, Block 1 of the Kum & Go Addition. While completing the engineering design review for the Service Pro Quick Lube shop, it was brought to the applicant’s attention the existing retaining wall located on the west side of Lot 1D, Block 1 of the Kum & Go Addition crossed the lot line into Lot 1D. It was recommended either the lot line be modified to include the entire retaining wall within a single lot, or provide a different solution to minimize the risk of the retaining wall crossing the lot line. Therefore, Lot 1C was incorporated into this proposed plat which added an additional lot to this subdivision plat.

**Current Context for rezoning:**

During review of the previous minor plat application, staff noticed the zoning districts discrepancy and determined that the subject parcel is not in compliance with **Section 39.02.005 B:**

“1. Base Zoning District: A district established by this Ordinance which prescribes basic regulations governing land use and site development standards. **No more than one Base Zoning District shall apply to any individually platted lot or parcel unless the lot or parcel is part of a Planned Unit Development”**

Two zoning districts were identified to exist on the lot. After researching the property subdivision and rezone history, it was not clear how the portion of the lot remained Community Commercial while the remainder was General Commercial. Therefore, the applicant was requested to rezone the lot to Community Commercial, and the City of Dickinson agreed to waive the application fee due to the unknowns as to where the error occurred.

#### **STAFF REVIEW AND RECOMMENDATIONS**

- **Compatibility with Local Uses:** At this time, the lot supports a convenience storage and gas station at an intersection serving the residential neighborhood to the north. The uses on the parcel will be compatible with the existing uses in the immediate vicinity. The Community Commercial zoning district is intended to protect the quality of life near neighborhoods and at key intersections by providing development regulations driving commercial activity which is less likely to cause injury or nuisance to nearby residences while providing venue for commercial uses which are more likely to serve residential needs.
- **Compliance with Zoning and Subdivision Regulations:** If approved, the subject parcel will comply with zoning requirements. This petition satisfies all lot boundary requirements and rezone application requirements.

**Public Input:** As of the date of this report, City staff has not received any public comments.

**Staff Recommendation:** The City Development Team staff recommends **approval** of the rezone petition.

#### **Attachments:**

- A – Application Materials
- B – Current Zoning Map

**MOTIONS:**

**\*\*\*Approval\*\*\***

*“I move the City of Dickinson Planning and Zoning Commission recommend approval of **REZ-005-2023 Lot 1 of TCB Subdivision Rezone** subject to the conditions above, as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare “*

*(AND) the following additional requirements (IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):*

1. \_\_\_\_\_;
2. \_\_\_\_\_.

**\*\*\*Denial\*\*\***

*“I move the Dickinson Planning and Zoning Commission recommend Denial of **REZ-005-2023 Lot 1 of TCB Subdivision Rezone** petition as NOT meeting all the requirements of the Dickinson Municipal Code and as being contrary to interest of the public health, safety and welfare.”*



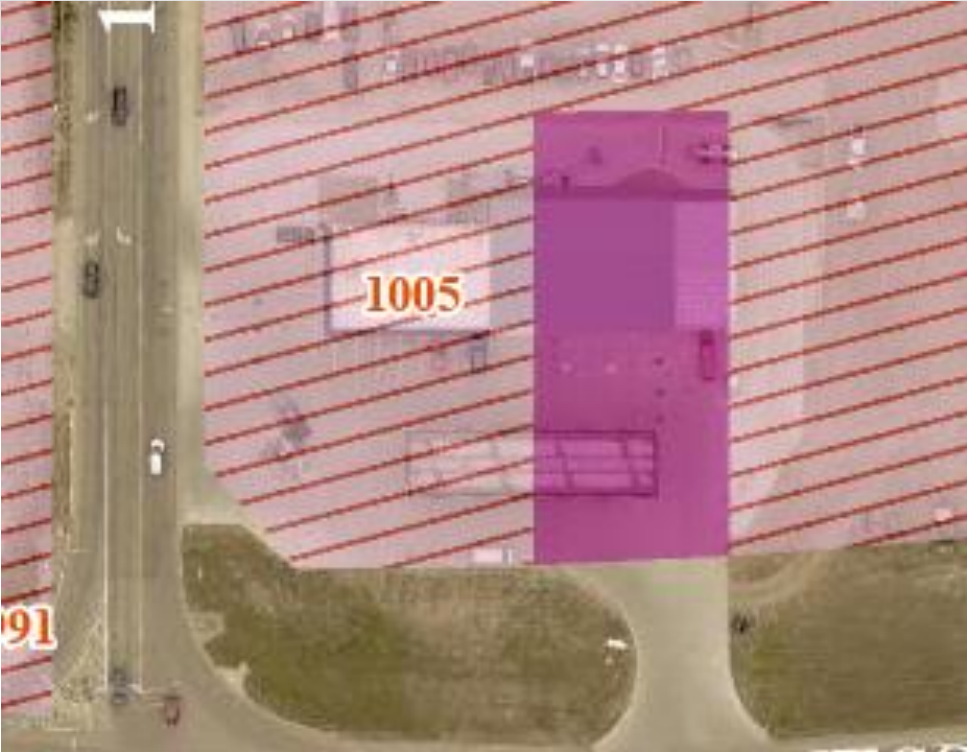
# TCB REZONE PETITION

## Lot 1, Block 1, of the TCB Subdivision



# CURRENT ZONING

## Lot 1, Block 1 of TCB Subdivision



**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP FOR REZONING AND RECLASSIFYING DESIGNATED LOTS, BLOCKS OR TRACTS OF LAND WITHIN THE ZONING JURISDICTION OF THE CITY OF DICKINSON, NORTH DAKOTA.

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

**Section 1:** That the City of Dickinson Zoning Map as provided in the City Code Section 39.04.006, designating the area and boundaries of the “GC” and “CC” zoning districts within the municipality jurisdiction of the City of Dickinson, North Dakota, be amended as follows:

1. To reclassify and rezone a parcel from General Commercial (GC) and Community Commercial to Community Commercial (CC) described as follows:

Lot 1 of TCB Subdivision, BEING THE REPLAT OF LOT 1C AND LOT 1D OF THE IRREGULAR PLAT, DOCUMENT NUMBER 3153495 LOCATED WITHIN THE SW1/4 OF SECTION 2. TOWNSHIP 139 NORTH RANGE 96 WEST OF THE 5TH PRINCIPAL MERIDIAN, CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA

**Section 2: Repeal of Ordinances in Conflict.** All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

**Section 3: Severability.** In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

**Section 4: Effective Date:** This Ordinance shall be in full force and effect from and after final passage.

\_\_\_\_\_  
Scott Decker, President  
Board of City Commissioners

ATTEST

\_\_\_\_\_  
Dustin Dassinger, City Administrator

First Reading: \_\_\_\_\_, 2023  
Second Reading: \_\_\_\_\_, 2023  
Final Passage: \_\_\_\_\_, 2023

# East Broadway Dam

## Barr Proposal Consideration for Final Plan Design





# Project Location

Section 7. Item B.





# Rock Riffles





# Estimated Cost



Project Name: East Broadway Dam Modifications - Final Design  
 Client Name: City of Dickinson, ND  
 Date: 11/16/2023  
 Approved by: JDA

Section 7. Item B.

	Labor Hours	Labor Costs	Expenses	Sub-Contractor Total	Project Total
<b>Job 1 - Project Management</b>					
General PM	36.0	\$ 6,940.00	\$ -	\$ -	\$ 6,940.00
Invoicing	30.0	\$ 4,930.00	\$ -	\$ -	\$ 4,930.00
Bi-weekly status reports	18.0	\$ 3,250.00	\$ -	\$ -	\$ 3,250.00
Monthly Meetings	18.0	\$ 3,580.00	\$ -	\$ -	\$ 3,580.00
<b>Subtotal</b>	<b>102.0</b>	<b>\$ 18,690.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,690.00</b>
<b>Job 2 - Detailed Design and Bidding Documents</b>					
Hydraulics	80.0	\$ 11,880.00	\$ -	\$ -	\$ 11,880.00
Design and Drawings	280.0	\$ 39,330.00	\$ -	\$ -	\$ 39,330.00
Specifications	74.0	\$ 11,500.00	\$ -	\$ -	\$ 11,500.00
Cost Estimates	38.0	\$ 5,720.00	\$ -	\$ -	\$ 5,720.00
Front End Contracting Documents	20.0	\$ 3,390.00	\$ -	\$ -	\$ 3,390.00
<b>Subtotal</b>	<b>492.0</b>	<b>\$ 71,790.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 71,790.00</b>
<b>Job 3 - Permitting</b>					
Cultural Resources	8.0	\$ 1,350.00	\$ -	\$10,017.15	\$ 11,367.15
Dam Construction Permit	24.0	\$ 3,560.00	\$ -	\$ -	\$ 3,560.00
Sovereign Lands Permit	24.0	\$ 3,560.00	\$ -	\$ -	\$ 3,560.00
404 Permit	24.0	\$ 3,560.00	\$ -	\$ -	\$ 3,560.00
<b>Subtotal</b>	<b>80.0</b>	<b>\$ 12,000.00</b>	<b>\$ -</b>	<b>\$10,017.15</b>	<b>\$ 22,017.15</b>
<b>Job 4 - Right-of-Way Services</b>					
Appraisal	6.0	\$ 1,160.00	\$ -	\$ 9,350.00	\$ 10,510.00
Acquisition and Documents	6.0	\$ 1,160.00	\$ -	\$ 6,196.64	\$ 7,356.64
<b>Subtotal</b>	<b>12.0</b>	<b>\$ 2,320.00</b>	<b>\$ -</b>	<b>\$15,546.64</b>	<b>\$ 17,866.64</b>
<b>Job 5 - Bidding Assistance</b>					
Prebid Meeting (Virtual)	8.0	\$ 1,430.00	\$ -	\$ -	\$ 1,430.00
Questions and Addenda	44.0	\$ 6,580.00	\$ -	\$ -	\$ 6,580.00
Bid Review	6.0	\$ 1,020.00	\$ -	\$ -	\$ 1,020.00
Posting Admin	22.0	\$ 3,150.00	\$ -	\$ -	\$ 3,150.00
<b>Subtotal</b>	<b>80.0</b>	<b>\$ 12,180.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,180.00</b>
<b>Project Total</b>	<b>766.0</b>	<b>\$ 116,980.00</b>	<b>\$ -</b>	<b>\$25,563.79</b>	<b>\$142,543.79</b>

## ENGINEERING MEMORANDUM

November 15, 2023

RE: November 21, 2023 Engineering Agenda Item Memo for presentations by Loretta A. Marshik

### **East Broadway Dam: Consideration of approval for Final Design Proposal with Barr**

For your consideration is a proposal from Barr addressing the final design, permitting, right-of-way services, and bidding assistance required for the East Broadway Dam project (City Project No. 202108).

The East Broadway Dam, categorized as a Low Head Dam, poses potential hazards to individuals using the area for recreational purposes. Addressing these safety concerns, alongside essential maintenance needs, remains a priority. To mitigate these risks, a rock riffle spillway concept was identified during the initial phase of the project, resulting in the development of 30% design plans.

This proposed phase includes the finalization of project plans, facilitation of property donation/easements, permit acquisition, and bidding assistance.

Please note, the initiation of work by Barr is contingent upon the approval of the application submitted to the North Dakota Department of Water Resources (NDDWR), as outlined in the project timeline. The funding model involves a cost-sharing arrangement, with a 40% contribution from the state and a 60% local match.

The proposal from Barr is invoiced at a standard hourly rate, with a **Not to Exceed** amount of **\$142,543.79**.

City engineering staff recommend approval Barr's proposal.

### ***Motion***

“Motion to (approve/deny) Barr's proposal for Final Design of City Project 202108, East Broadway Dam project.”



November 16, 2023

Loretta A. Marshik, PE, CFM, CSI  
Assistant City Engineer  
Engineering Department  
38 1<sup>st</sup> Street West  
Dickinson, ND 58601

**Re: East Broadway Dam Modification Project – Final Design Scope, Schedule, and Budget**

Dear Ms. Marshik:

We are excited for the opportunity to continue working with you on the East Broadway Dam Modification project. We were previously contracted by the City to complete an alternatives analysis of three options to remove or replace the dam and then complete a 30% design of the selected alternative. This work was completed from summer 2021 to spring 2022. The City selected the alternative of removing the existing dam and constructing a new rock riffle spillway upstream of the current dam location.

This letter presents our scope, schedule, and fee estimate to take the project through final design, permitting, and provide bidding support. It also includes assistance with obtaining land along the east bank of the proposed rock riffle spillway. This scope assumes the concept shown in the 30% design will continue to be advanced, without significant changes. This scope does not include construction administration or engineering services during construction, however, these services could be contracted separately at a later date in time.

## 1.0 Scope

### Job 1: Project Management

Job 1 will consist of kicking off this phase of the project, managing the scope, schedule, and budget of the project, and meetings and other communications with the City.

We will provide a bi-weekly progress report that includes summary of milestone progress, actions completed the prior period, actions to be performed during the next period, budget summary, and a list of action items. We will also coordinate a monthly milestone meeting with the City throughout the duration of the project. The monthly meeting will be utilized to review and discuss the actions from the bi-weekly report.

### Job 2: Detailed Design and Bidding Documents

Job 2 will consist of detailed design of the proposed rock riffle spillway and preparation of Issued for Bidding Plans, Specifications, and Engineer's Estimate of Probable Construction Cost. We will prepare

submittals for the City to review at 65%, 95%, and final Issued for Bidding. Detailed Design and Bidding Documents consists of the following:

#### Task A: Hydraulic Modeling

We will finalize the hydraulic modeling that was started in the previous phase of the project, reflecting the final configuration to be constructed. The hydraulic model will be used to confirm there is “no-rise” in river levels upstream of the dam for permitting purposes. It will also be used to determine proposed water velocities, and those velocities will be used to appropriately size the rock used for the rock riffles and riprap bank stabilization. The hydraulic design will also be used to develop information to share with the Contractor to aid in the design of water management during construction of the project. A hydraulic memo will be prepared to document the modeling work that was done.

#### Task B: Design and Drawings

Detailed design of the rock riffle spillway will be completed, and we will prepare Drawings for use in permitting, bidding, and construction. Drawings will be prepared using AutoCAD Civil3D in compliance with Barr’s CAD standards. Drawings will be issued at 65%, 95%, and Issued for Bidding. The 65% Drawings will be used in permit applications. The Issued for Bidding Drawings will be signed and stamped by a Professional Engineer licensed in the state of North Dakota.

**Deliverables:** PDF of Drawings at 65% complete, 95% complete, and Issued for Bidding.

#### Task C: Specifications

Specifications will be completed in accordance with the standards set forth by the Construction Specifications Institute (CSI). City Standards and Specifications will be followed as applicable. Specifications will be issued at 65%, 95%, and Issued for Bidding. We will also prepare the “front end” contracting documents (Division 00 Specifications) with input from the City. The “front end” contracting documents will be based upon EJCDC standard documents. The Issued for Bidding Specifications will be signed and stamped by a Professional Engineer licensed in the state of North Dakota.

**Deliverables:** PDF of Specifications at 65% complete, 95% complete, and Issued for Bidding.

#### Task D: Cost Estimates

We will prepare Engineer’s Opinion of Probable Construction Costs for the project at 65% complete, 95% complete, and Issued for Bidding. The range of costs will be in conformance with ASTM E2516 for the level of design complete at the time of the estimate.

**Deliverables:** Engineer’s Opinion of Probable Construction Costs at 65% complete, 95% complete, and Issued for Bidding.

### **Job 3: Permitting**

Barr will prepare and submit permit applications, on the City’s behalf, for the following permits/approvals:

- Office of the State Engineering Dam Construction Permit
- State of North Dakota Sovereign Lands Permit
- USACE 404 Permit

It is assumed the 65% Plans will be used for permit applications and any permit fees will be paid by the City.

A cultural resources review will also be triggered by the USACE 404 Permit. Barr will contract Juniper, LLC (Juniper) to perform a cultural resources literature review and pedestrian inventory for the project site. The details of this scope of work, developed by Juniper, are attached to this proposal.

**Job 4: Right-of-Way Services**

The land on the east side of the river where the project will take place is privately owned by Riverfront North Dakota, LLC. The City has had discussions with this landowner, and the landowner has indicated they are interested in donating this property (the entire parcel) to the City. Assisting the City with obtaining this property is included in this scope of work.

Barr will contract SRF Consulting Group, Inc. (SRF) to assist with right-of-way services, including preparing purchase agreement and donation documentation and coordinating with the landowner. Additionally, to ensure that both the landowner and City understand the value of the donation, an appraisal of the land value will be performed by Boulder Appraisal as a subconsultant to Barr. The details of SRF’s and Boulder Appraisal’s scopes of work are attached to this proposal.

**Job 5: Bidding Assistance**

During the bidding phase of the project we will advertise the bid for contractors on QuestCDN and in North Dakota newspapers, meeting North Dakota Century Code requirements. We will host a virtual pre-bid meeting for interested contractors, respond to contractor’s questions during bidding, and prepare and issue addendum if necessary.

**2.0 Schedule**

We have assumed we will receive Notice to Proceed on this project by November 27, 2023. The anticipated schedule to complete the various Jobs and Tasks identified in Section 1.0 of this document are summarized in Table 1. This schedule is contingent upon funds being available to complete the project.


**Table 1 Anticipated Schedule**

Milestone	Approximate Date
Notice to Proceed	November 27, 2023
DWR Cost Share Approval	January 26, 2024
Appraisal Report	March 26, 2024
65% Design Complete	March 15, 2024
Permit Applications Submitted	March 29, 2024
Land Acquisition	May 17, 2024
95% Design Complete	May 29, 2024
Issued for Bidding Documents	July 15, 2024

**3.0 Budget and Funding**

Barr will bill you on a time and expense basis to be invoiced monthly. The budget presented in Table 2 will not be exceeded without prior authorization by you.

**Table 2 Estimated Budget**

		Project Name: East Broadway Dam Modifications - Final Design Client Name: City of Dickinson, ND Date: 11/16/2023 Approved by: JDA			
	Labor Hours	Labor Costs	Expenses	Sub-Contractor Total	Project Total
<b>Job 1 - Project Management</b>					
General PM	36.0	\$ 6,940.00	\$ -	\$ -	\$ 6,940.00
Invoicing	30.0	\$ 4,930.00	\$ -	\$ -	\$ 4,930.00
Bi-weekly status reports	18.0	\$ 3,250.00	\$ -	\$ -	\$ 3,250.00
Monthly Meetings	18.0	\$ 3,580.00	\$ -	\$ -	\$ 3,580.00
<b>Subtotal</b>	102.0	\$ 18,690.00	\$ -	\$ -	\$ 18,690.00
<b>Job 2 - Detailed Design and Bidding Documents</b>					
Hydraulics	80.0	\$ 11,880.00	\$ -	\$ -	\$ 11,880.00
Design and Drawings	280.0	\$ 39,330.00	\$ -	\$ -	\$ 39,330.00
Specifications	74.0	\$ 11,500.00	\$ -	\$ -	\$ 11,500.00
Cost Estimates	38.0	\$ 5,720.00	\$ -	\$ -	\$ 5,720.00
Front End Contracting Documents	20.0	\$ 3,390.00	\$ -	\$ -	\$ 3,390.00
<b>Subtotal</b>	492.0	\$ 71,790.00	\$ -	\$ -	\$ 71,790.00
<b>Job 3 - Permitting</b>					
Cultural Resources	8.0	\$ 1,350.00	\$ -	\$ 10,017.15	\$ 11,367.15
Dam Construction Permit	24.0	\$ 3,560.00	\$ -	\$ -	\$ 3,560.00
Sovereign Lands Permit	24.0	\$ 3,560.00	\$ -	\$ -	\$ 3,560.00
404 Permit	24.0	\$ 3,560.00	\$ -	\$ -	\$ 3,560.00
<b>Subtotal</b>	80.0	\$ 12,000.00	\$ -	\$ 10,017.15	\$ 22,017.15
<b>Job 4 - Right-of-Way Services</b>					
Appraisal	6.0	\$ 1,160.00	\$ -	\$ 9,350.00	\$ 10,510.00
Acquisition and Documents	6.0	\$ 1,160.00	\$ -	\$ 6,196.64	\$ 7,356.64
<b>Subtotal</b>	12.0	\$ 2,320.00	\$ -	\$ 15,546.64	\$ 17,866.64
<b>Job 5 - Bidding Assistance</b>					
Prebid Meeting (Virtual)	8.0	\$ 1,430.00	\$ -	\$ -	\$ 1,430.00
Questions and Addenda	44.0	\$ 6,580.00	\$ -	\$ -	\$ 6,580.00
Bid Review	6.0	\$ 1,020.00	\$ -	\$ -	\$ 1,020.00
Posting Admin	22.0	\$ 3,150.00	\$ -	\$ -	\$ 3,150.00
<b>Subtotal</b>	80.0	\$ 12,180.00	\$ -	\$ -	\$ 12,180.00
<b>Project Total</b>	766.0	\$ 116,980.00	\$ -	\$ 25,563.79	\$ 142,543.79

It is assumed that this final design phase of the project will be eligible for at least 40% cost share by the ND Department of Water Resources (DWR), but it is possible it may be cost shared by up to 75% by the DWR. To meet the 75% cost share limit, the project needs to be tied to water supply, irrigation, and water appropriations. The project will also likely be eligible for the same amount of cost share for the construction phase of the project.

We will look for additional funding sources to support the construction as the design progresses. One funding source where we have been successful for similar projects in North Dakota is the Outdoor Heritage Fund. The Outdoor Heritage Fund can contribute up to 20% of the construction cost and requires the project to meet one of four categories. The one we have met with other rock riffles is fish passage.



## 4.0 Assumptions

We have made the following assumptions while preparing this scope, schedule, and budget:

- All deliverables will be provided in electronic pdf format.
- Meetings will be held virtually using Microsoft Teams or another online platform.
- We have not allocated any budget for Barr staff members to visit the site.
- Schedule reflects an assumed notice to proceed of November 27, 2023 and is contingent upon funds being available to complete the project.
- The scope does not include construction administration or engineering services during construction.
- The concept shown in the 30% design will continue to be advanced, without significant changes.
- This scope does not include geotechnical investigation, analysis, or design but those services can be provided for additional fee should the need arise.
- We have included development of a hydraulic memo in this scope of work but have not included development of an overall design report in this scope. Based on past experience on similar projects, a design report has not been required by permitting agencies. A design report could be provided for additional fee should the need arise.

We look forward to working with you on this interesting project. Please contact Jon Ausdemore or Matt Peterson regarding any questions.

Sincerely,



Jon Ausdemore, PE  
Vice President, Principal in Charge



Matt Peterson, PE  
Project Manager

### Attachments

Scope and Fee estimates from Sub-Consultants:

- Juniper, LLC
- SRF Consulting Group, Inc.
- Boulder Appraisal



July 18, 2023

Mr. Matt Peterson, PE  
Senior Civil Engineer  
Barr  
4300 Market Pointe Drive  
Suite 200  
Minneapolis, MN 55435

RE: Cultural Resource Management Services for Literature Review and Pedestrian Inventory for the East Broadway Dam Replacement Project, Stark County, ND

Dear Mr. Peterson,

Juniper, LLC, is pleased to submit the following cost estimate for Cultural Resource Management Services for the East Broadway Dam Replacement Project in Dickinson, Stark County, ND. Our understanding of the project is based on emails and data received on July 11, 2023. Our estimated costs, our assumptions, and an outline of the cultural resource management tasks to be completed for the proposed undertaking are as follows:

- A not-to-exceed cost of \$9,106.50 for the Literature Review, Intensive Pedestrian Inventory, the overall project documentation and management, and
- A per unit cost of \$750.00 per cultural resource recorded during the Inventory after the first one recorded.

Our cost estimate includes the services outlined below and follows the approximate time frames to complete each task. The time frames are approximate and should be considered best guess estimates for the tasks based on our experience working on similar projects in the region. It is understood that the background research, fieldwork, and a draft report need to be completed and submitted to Barr as soon as possible for the project. We are confident that we can complete the fieldwork and reporting in a timely manner.

### Cultural Resources

1. Completion of a Class I Literature Review:
  - a. Our anticipated start date is within ten business days of receiving written notice to proceed.
  - b. We anticipate completing this task within ten working days.
  - c. Juniper's Principal Investigator shall review the results of the Literature Review, including reading relevant portions of manuscripts for projects that overlap the project area and data in manuscripts relating to evaluations of cultural resources that may not be contained in the NDCRS forms.
  - d. Juniper's Principal Investigator shall review relevant historic maps, photos, and other online geographic data based on the file search data.

- e. If, through Juniper research, we find that the project area has been partially or completely inventoried in the past, we will notify Barr and consult about how to proceed with the proposed undertaking.
2. The Intensive Pedestrian Cultural Resource Inventory of the project area:
- a. The project area is currently undefined, but we assume that the project will be confined to the park areas directly surrounding the dam within Dickinson, ND.
  - b. Based on our estimates less than a 10 acre area will need to be inventoried for cultural materials.
  - c. If more than 10 acres are requested, Barr will be notified, and permission obtained to adjust our costs and time frames to account for additional effort needed to complete the work.
  - d. The project area will need to be staked or provided to Juniper in ESRI shapefile format (NAD 1983 UTM Zone 13 North or comparable datum), Google Earth file (.kmz or .kml file) or plotted on USGS7.5' maps prior to the start of fieldwork.
    - i. Juniper will consult with Barr prior to the start of any fieldwork to assure that the location and outline of the inventory area is correct and there have been no additions or deletions.
  - e. We anticipate having the inventory completed within two days of the start of the fieldwork, weather and field conditions permitting.
  - f. The cost assumes one continuous field effort to complete the fieldwork:
    - i. If the fieldwork is hampered by weather conditions, lack of landowner access, delayed consultation, lack of a defined project corridor, a shelter-in-place-order, or government prohibition of travel, or circumstances beyond Juniper's control, Barr will be notified, and permission obtained to adjust our costs and time frames to account for additional effort needed to complete the work.
    - ii. If the proposed fieldwork needs to be completed over several efforts, Barr will be notified, and permission obtained to adjust our costs and time frames to account for additional effort needed to complete the work.
3. This cost estimate assumes the identification, recording, updating, and reporting of cultural resources (site, site lead, or isolated find) will be billed on a per unit basis after the first one recorded:
- a. Each cultural resource which needs to be documented after the first one will be charged at a per unit rate of \$750.00.
  - b. Juniper assumes that the WPA era dam will need to be recorded as part of this project.
  - c. Juniper will notify Barr when more than one cultural resource is recorded.
  - d. GPS data (shape files) from the recording of the cultural resources may be provided (if requested) to Barr with the final report.
  - e. Please be aware that location data and descriptions of cultural resources need to be kept confidential and protected.
4. The production of a professional quality report:
- a. Our cost estimate assumes that one report will be produced for the project.
  - b. The draft report will be provided to Barr for their review and possible submission to the stakeholders within 60 days of the end of fieldwork.

- i. If more than one cultural resource is encountered during the inventory, Juniper will notify Barr and consult on a revised time frame for completion of the report.
    - ii. The revised time frame will assume a timely response from the ND SHPO for any requests for SITS numbers (normally 10-15 days).
    - iii. The ND SHPO has up to 30 days to provide SITS numbers.
    - iv. The report cannot be produced without the SITS numbers from the ND SHPO.
    - v. Draft copies of the report without SITS numbers will not be provided to Barr or to any agencies.
  - c. The report will be considered as final if Barr does not request any revisions in writing within five working days.
  - d. If changes to the report are needed, the final report shall be submitted to Barr within 15 days after Juniper has been notified of the necessary revisions in writing.
  - e. Please be aware that reviewing agencies have 30 days for document review.
  - f. If a reviewing agency requests revisions, a final report shall be submitted to Barr within five days after Juniper has been notified of the necessary revisions in writing.
  - g. Juniper will prepare a digital version of the report.
    - i. One hard copy of the report will be produced for submittal to the ND SHPO.
- 5. This cost estimate does not include costs for:
  - a. Formal evaluation (testing or historical documentation) of any sites encountered during the inventory.
  - b. Mitigation or data recovery excavations of any cultural resources encountered during the inventory.
  - c. Any monitoring of construction through or adjacent to cultural resources.
  - d. Assisting with in-the-field physical demarcation of sites, i.e., assisting survey crews with staking, flagging, or avoidance of cultural resources.
  - e. Native American Consultation (54 U.S.C. 306108§ 302701) that may be needed to complete the Section 106 process.
  - f. Any legal testimony arising out of project decisions.
  - g. Any services not contained in this scope of work and cost estimate.

If any portions of those additional services are required, the costs for the services will be developed in consultation with Barr. Again, we thank you for the opportunity to work with you on this project.

Sincerely,



John G. Morrison  
Vice President/Principal Investigator  
Juniper, LLC

SRF Consulting Group, Inc.

Work Tasks and Person-Hour Estimates

Client: Barr  
Project: East Broadway Bridge




Subconsultants: None

<u>TASK NO.</u>	<u>SUMMARY OF TASKS</u>
1.0	RIGHT OF WAY TASKS

Project Overview:  
Acquisition/ Donation of one parcel for East Braodway Dam Project

SRF Consulting Group, Inc. Work Tasks and Person-Hour Estimates

Client: Barr 

Project: East Broadway Bridge 0.00

Subconsultants: None

TASK NO.	TASK DESCRIPTION	PROF. VIII-VII	PROF. VI	PROF. V	PROF. IV	PROF. III	PROF. II	PROF. I	TECH.	SUPPORT	TOTALS	EST. FEE
<b>1.0</b>	<b>Right of Way</b> <u>Assumptions:</u> All acquisition activities will comply with the Uniform Relocation and Real Property Acquisition Policies Act of 1970, as amended; as well as all State and Federal guidelines. Negotiation for 1 total acquisition of parcel. Parcel is vacant and the owner will be donating to the City. Assumes City will provide preferred Purchase Agreement template Assumes City will conduct Closing for the property/ Title Assumes SRF will pull last deed to confirm initial ownership Barr will contract for appraisal											
1.1	General Day to day project management, administration and general coordination of activities between all affected parties.	2	-	-	-	4	-	-	-	-	6	\$883.59
2.2	Prepare Purchase Packages/ Donation Documentation and related documentation	1	-	-	-	3	-	-	-	-	4	\$560.62
2.3	Acting on behalf of the City, present appraisal to demonstrate the value of the donation. One in person trip to owner in Dickinson	-	-	-	-	25	-	-	-	-	25	\$2,970.68
2.4	Appraisal and R/W Kick off meetings (by phone)	2	-	-	-	2	-	-	-	-	4	\$645.93
	<b>SUBTOTAL - TASK 2</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>34</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>39</b>	<b>\$5,060.81</b>





August 29, 2023

Mr. Matt Peterson  
Barr Engineering Company  
4300 MarketPointe Drive, Suite 200  
Minneapolis, MN 55435

Re: Appraisal Bid Proposal  
**"City of Dickinson East Broadway Dam Project"**  
5.438 Acre Land Tract / Parcel ID #0664-0100-1700  
Owner/Donor: Riverfront North Dakota, LLC  
Prospective Buyer/Donee: City of Dickinson

Dear Mr. Peterson:

Thank you for contacting Boulder Appraisal for your appraisal needs. Our estimated fee to prepare an appraisal of the above referenced property would be \$8,500 with delivery in approximately 60 days from engagement.

It's my understanding that the purpose or objective of the appraisal would be to establish the property's as-is fee simple market value for possible acquisition by the City of Dickinson. Therefore, the appraisal would be completed for you, the client, through the extension of the City of Dickinson.

The appraisal would be completed in conformance with the (a) *Uniform Relocation Assistance and Real Property Acquisition Policy Act* ("The Uniform Act) and the accompanying Sixth Edition of the *Uniform Appraisal Standards for Federal Land Acquisitions* (UASFLA) or "Yellow Book", (b) the 2020-2021 (extended to 2023) Edition of the *Uniform Standards of Professional Appraisal Practice* (USPAP), (c) NDDOT Right of Way Manual and (d) Appraisal Institute's Code of Professional Ethics and Standards of Professional Appraisal Practice.

Thank you for your consideration. If you have any questions or comments, please inquire.

Respectfully submitted,



Wade A. Becker, MAI  
#CG-2603

Enclosures: (1) Professional Profile, (2) License

PROFESSIONAL PROFILE

**WADE A. BECKER, MAI**  
**BOULDER APPRAISAL, LLC**

1401 Skyline Boulevard, Suite #270, Bismarck, ND 58503  
(p) 701.751.4496 (e) wade@boulderappraisal.com

**QUALIFICATIONS**

- Certified General Real Property Appraiser
  - North Dakota #CG-2603

**PROFESSIONAL DESIGNATIONS & AFFILIATIONS**

- Appraisal Institute Designated Member (MAI)
- Appraisal Institute North Star Chapter Board of Directors (2019 to 2022)
- North Dakota Appraisers Association Board of Directors / Vice President
- National Association of Realtors
- Bismarck/Mandan Board of Realtors
- Bismarck/Mandan Multiple Listing Service

**APPRAISAL EXPERIENCE**

2010-Present      Boulder Appraisal, LLC, Bismarck, North Dakota - Owner/President  
 2003-2010        Dakota Appraisal & Consulting, Ltd., Bismarck, North Dakota - Staff Appraiser

**APPRAISAL EDUCATION**

2005-Present      **Appraisal Institute Courses & Seminars**  
 Getting It Right from the Start: A Workout Plan For Your Scope Of Work, November 2022 (7 hrs.)  
 Rapid Response: Market Analysis in Volatile Markets, November 2021 (7 hrs.)  
 The Cost Approach: Unnecessary or Vital to a Health Practice, June 2021 (7 hrs.)  
 Supervisory Appraiser/Trainee Appraiser, October 2020 (4 hrs.)  
 Valuation Impacts of COVID-19, April 2020 (1 hr.)  
 Rural Area Appraisals: Freddie Mac Guidelines & Property Requirements, December 2019 (7 hrs.)  
 Business Practices and Ethics, June 2019 (6 hrs.)  
 21<sup>st</sup> Annual Real Estate Trends Seminar, June 2019 (8 hrs.)  
 Ignorance Isn't Bliss: Understanding an Investigation by a State Board, December 2018 (4 hrs.)  
 Litigation Appraising: Specialized Topics & Application, July 2018 (15 hrs.)  
 Uniform Appraisal Standards for Federal Land Acquisitions: Practical Application, April 2017 (15 hrs.)  
 The Appraiser as an Expert Witness: Preparation & Testimony, June 2016 (16 hrs.)  
 Business Practices and Ethics, December 2015 (5 hrs.)  
 Two-Day Advanced Income Capitalization/A, July 2015 (15 hrs)  
 General Demonstration Appraisal Report Grader Training, September 2014 (7 hrs.)  
 Condemnation Appraising: Principles & Applications, July 2014 (22 hrs)  
 Complex Litigation Appraisal Case Studies, June 2013 (7 hrs.)  
 Fundamentals of Separating Real Property, Personal Property & Intangible Assets, April 2012 (15 hrs.)  
 13th Annual Real Estate Trends Seminar, May 2011 (8 hrs.)  
 Curriculum Overview - General Package, December 2010 (7 hrs.)  
 Curriculum Overview - Residential Package, December 2010 (8 hrs.)  
 General Demonstration Appraisal Report Grader Training, March 2010 (7 hrs.)  
 Advanced Applications, May 2008 (40 hrs.)  
 General Market Analysis and Highest & Best Use, February 2008 (30 hrs.)  
 Advanced Income Capitalization, June 2007 (40 hrs.)  
 Business Practices and Ethics, May 2007 (8 hrs.)  
 Uniform Appraisal Standards for Federal Land Acquisitions (Yellow Book), August 2006 (16 hrs.)  
 Report Writing & Valuation Analysis, May 2006 (40 hrs.)  
 Advanced Sales Comparison & Cost Approach, March 2006 (40 hrs.)  
 Basic Income Capitalization Approach, April 2005 (39 hrs)

PROFESSIONAL PROFILE

**WADE A. BECKER, MAI**  
**BOULDER APPRAISAL, LLC**

1401 Skyline Boulevard, Suite #270, Bismarck, ND 58503  
(p) 701.751.4496 (e) wade@boulderappraisal.com

2003 – Present

**Other Courses & Seminars**

- Hot Topics & Myths In Appraiser Liability, November 2022 (7 hrs.)
- National USPAP Update Course 2022-2023, November 2021 (7 hrs.)
- NAR Code of Ethics & Fair Housing, September 2021 (3 hrs.)
- The Residential Marketplace-Expectations in Appraisals-Evals & Alternatives, November 2020 (7 hrs.)
- Update on ND Appraisal Reports: Avoid Common Errors & Omissions, November 2020 (7 hrs.)
- National USPAP Update Course 2020-2021, December 2019 (7 hrs.)
- The Future of the Appraisal Profession in ND, December 2018 (3 hrs.)
- NAR Code of Ethics, May 2018 (3 hrs.)
- National USPAP Update Course 2018-2019, December 2017 (7 hrs.)
- NAR Code of Ethics, December 2016 (3 hrs.)
- National USPAP Update Course 2016-2017, December 2015 (7 hrs.)
- National USPAP Update Course 2014-2015, December 2013 (7 hrs.)
- NAR Code of Ethics, December 2012 (3 hrs.)
- National USPAP Update Course 2012-2013, December 2011 (7 hrs.)
- The Uniform Appraisal Dataset from Fannie Mae & Freddie Mac, May 2011 (7 hrs.)
- Enhancing Professionalism in Appraisal Practice, November 2010 (7 hrs.)
- National USPAP Update Course 2010, February 2010 (7 hrs.)
- NAR Code of Ethics, December 2008 (3 hrs.)
- National USPAP Update Course 2008, February 2008 (7 hrs.)
- National USPAP Update Course 2006, June 2006 (7 hrs.)
- Appraisal Scope of Work: Burden or Blessing?, April 2006 (2 hrs.)
- The Cost Approach & USPAP Compliance, December 2005 (7 hrs.)
- The Professional Guide to the URAR, August 2005 (7 hrs.)
- Agricultural Land Valuation, N.D. State Tax Dept., May 2005 (30 hrs.)
- National USPAP Update Course 2005, December 2004 (7 hrs.)
- Peer to Peer: Is My Judgement Up to Standards?, November 2004 (7 hrs.)
- Introduction to Appraisal Practices II, Prosource, May 2004 (15 hrs.)
- Introduction to Appraisal Practices I, Prosource, May 2004 (15 hrs.)
- Fannie Mae & The Appraisal Process, March 2004 (3 hrs.)
- Avoiding Liability as a Residential Appraiser, December 2003 (7 hrs.)
- Flood Insurance Update, November 2003 (4 hrs.)
- National USPAP Course, Prosource, May 2003 (15 hrs.)
- North Dakota Real Estate Principles, UND Continuing Education Dept., Nov. 2002 (30 hrs.)

**EDUCATION**

- 1991 - 1993 University of North Dakota, Grand Forks, North Dakota, B.B.A. Degree, Finance
- 1989 - 1991 Bismarck State College, Bismarck, North Dakota
- 1986 - 1989 Saint Mary's Central High School, Bismarck, North Dakota

**PARTIAL LIST OF MAJOR CLIENTS SERVED**

Financial Institutions & Mortgage Companies:

BNC National Bank, First Western Bank & Trust, Bremer Bank, Capital Credit Union, U.S. Bank, Cornerstone Bank, Dacotah Bank, First International Bank & Trust, Gate City Bank, Starion Financial, American Bank Center, Plains Commerce Bank, First State Bank & Trust

Government Agencies:

City of Bismarck, State of North Dakota, U.S.D.A.-Rural Development

Businesses/Corporations:

Crowley Fleck PLLP, Pearce & Durick, KLJ, MDU, Wal-Mart.

**ASSIGNMENT EXPERIENCE**

1. Commercial: Multi-family apartment buildings, office buildings, c-stores, bank facilities, lodging facilities, sales & service facilities, retail strip centers, industrial and commercial shop buildings, warehouse facilities and mobile home parks.
2. Land: Residential, commercial, industrial and subdivision.
3. Other: Condemnation and rent analysis.

# North Dakota Real Estate Appraiser Qualifications and Ethics Board



**Wade A. Becker**

Is fully qualified  
in the State of North Dakota as a

**CERTIFIED GENERAL APPRAISER**  
**ND Permit Number: CG-2603**

**Date of Issuance: 01/01/2023**  
**Expiration Date: 12/31/2023**

*Unless sooner suspended or revoked, as provided by law.*

Appraiser Signature



ENGINEERING, REIMAGINED

# PRELIMINARY ENGINEERING REPORT

City of Dickinson 2024 Road Maintenance  
Special Improvement District

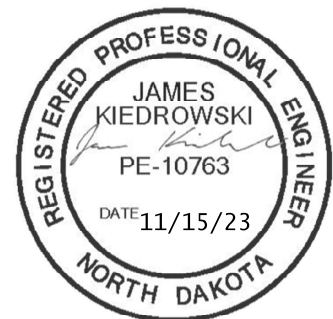
SID No. 202401-1

SID No. 202401-2

November 15, 2023

Prepared for:

City of Dickinson Engineering Department



City Project No. 202401  
KLJ Project No. 2304-01041



### ***Background, Proposed Improvements and Project Areas***

The two proposed Special Improvement Districts (SID) are part of the 2024 Road Maintenance project, identified as City of Dickinson project number 202401. The project is included in the City's 2024 budget and is based on results of a May 2019 Pavement Management Report (PMR), which was an extensive assessment of all City streets that included a pavement condition rating and recommended priority street improvements.

The improvements associated with the 2024 Road Maintenance project were vetted by City staff with assistance by KLJ. The primary objective is street asphalt pavement rehabilitation and full-depth reconstruction in accordance with PMR recommendations. In addition, the project will include concrete pavement consisting of curb, gutter, sidewalk, driveway and accessibility ramp construction adjacent to the asphalt streets being re-paved.

Through a series of field visits, preliminary estimates and management discussions there were eight different zones identified throughout the City as potential project areas. These areas primarily include pavement ratings varying from satisfactory to very poor after conducting engineering evaluations. After reviewing these recommended zones, the City's engineering staff informed KLJ of the discussion to proceed with zones 7, 8 and 9 based on available budget. Zone 7 was the only zone to be associated with a SID, as zones 8 and 9 are strictly along collector routes which are typically not assessed. Later revisions added 1<sup>st</sup> St SW between 11<sup>th</sup> Ave SW and the water treatment plant as a second SID.

### ***Justification***

The primary objective of project 202401 is to repair deteriorated streets, particularly asphalt pavement, as well as related work to fix adjacent curb, gutter, driveway approaches, sidewalk and accessibility ramps. Street repairs will include mill and overlay along with full-depth repairs where the road section has failed. Existing road widths will be retained. The design criteria meet the City's objectives for typical pavement repair as well as correcting pedestrian accessibility deficiencies where practical.

Creating each SID is in accordance with the City's Special Assessment Policy (see Appendix 1) approved by the City Commission on December 17, 2019. The Policy gives the City authority to assess for constructing sidewalks, curb and gutter, and driveway aprons in conjunction with street maintenance projects. As such, the SIDs will include removal and replacement of concrete as shown in the appendices.

In accordance with the Special Assessment Policy, adding new sidewalk is not feasible in some areas due to constructability and right-of-way constraints.

### ***Schedule and Opinion of Cost***

Construction is scheduled for summer of 2024, with the bid opening anticipated for February-March, 2024.

The preliminary opinion of probable construction cost for the road maintenance work within the two SIDs are summarized in Appendix 2, while specific assessments for the SID to individual parcels are shown in Appendices 3 and 4.

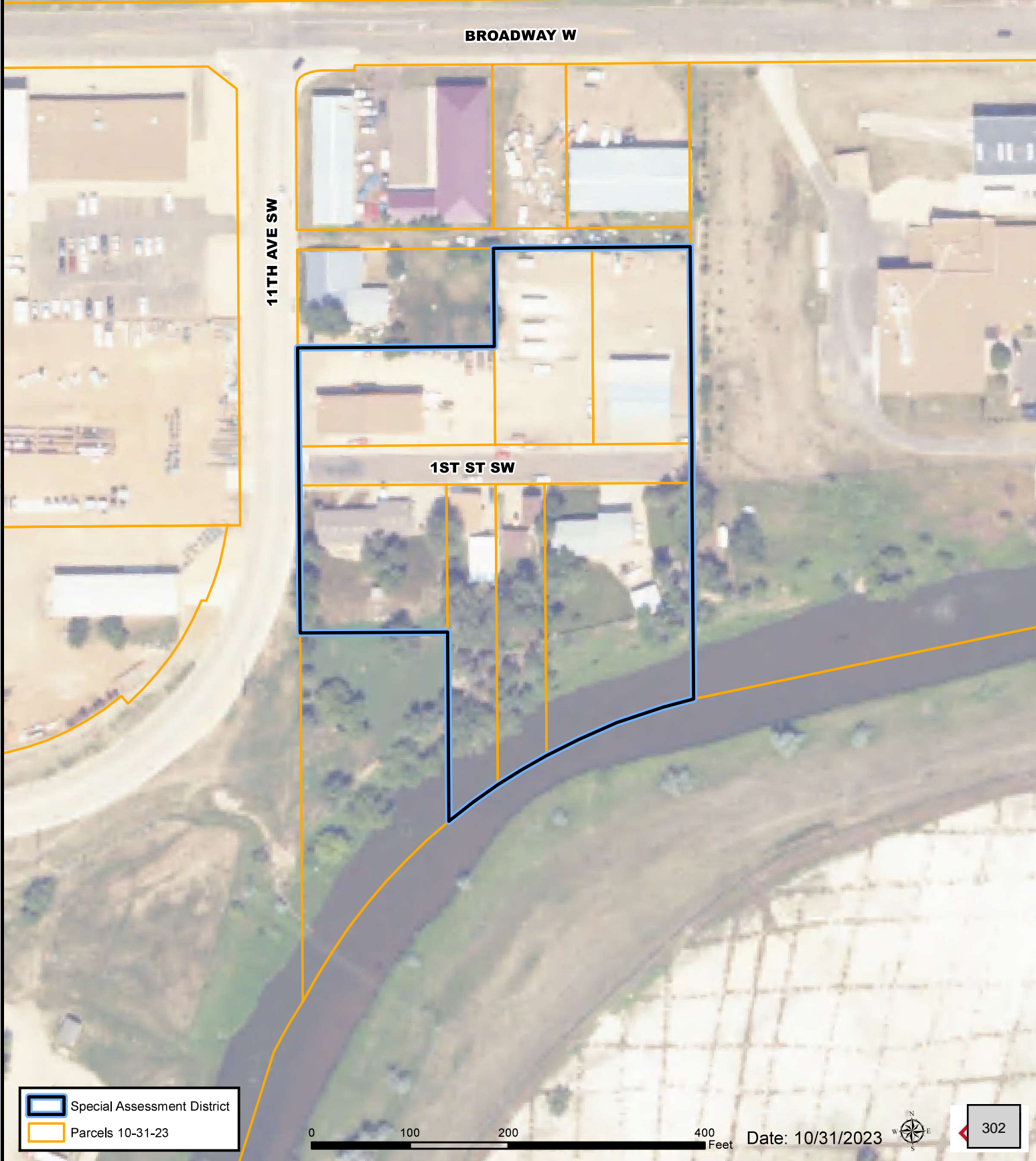
### ***SID Maps and Assessment Tables***

Information pertaining to each SID is shown in Appendices 3 and 4. Each appendix includes an overall layout showing the related subdivisions and adjacent streets, plan view drawings showing proposed improvements on each parcel, as well as assessment tables for each parcel in the SID.

### ***List of Appendices***

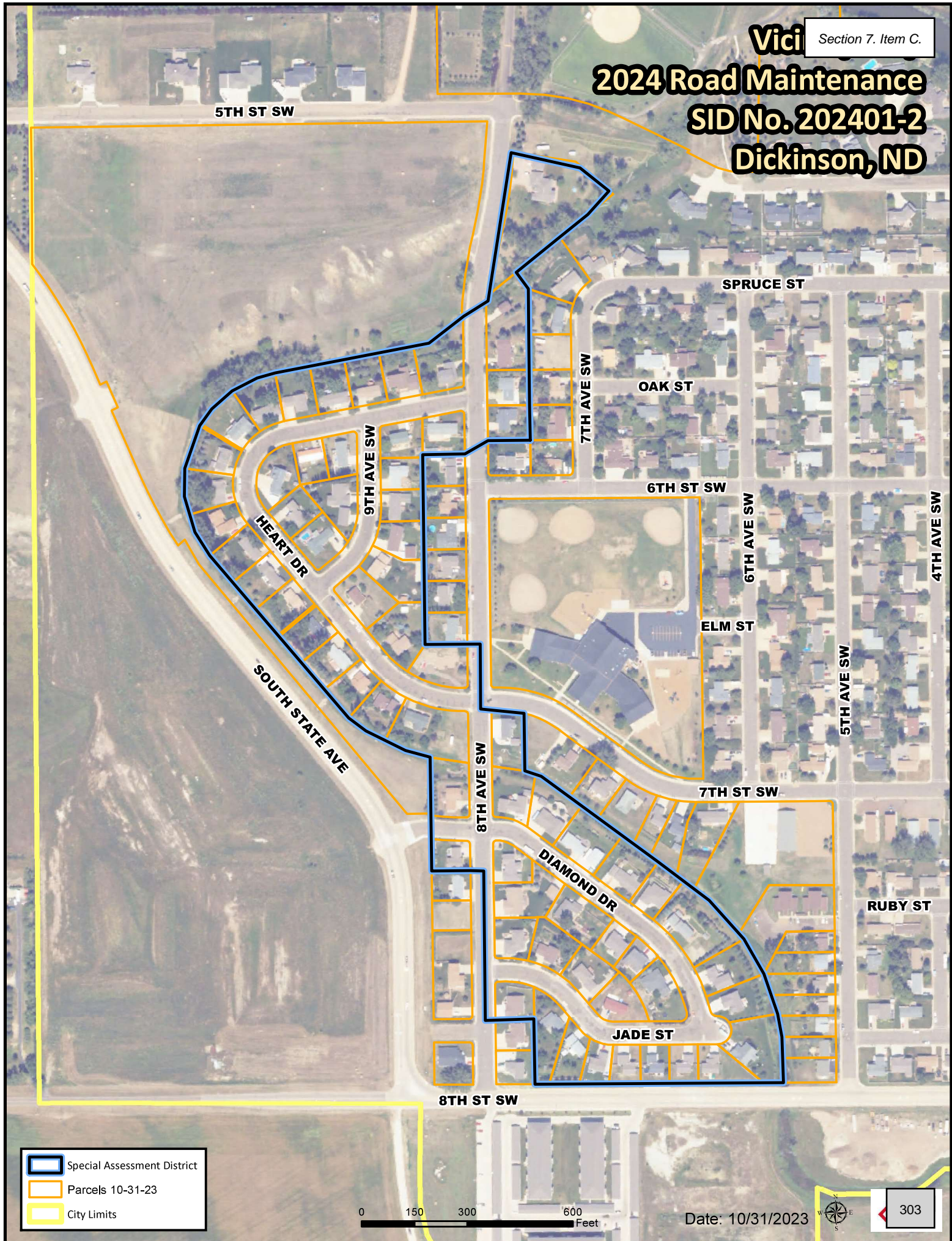
1. City of Dickinson Special Assessment Policy
2. Engineer's Opinion of Probable Construction Cost
3. SID No. 202401-1 Packet: District Map, Plan Drawings and Assessment Table
4. SID No. 202401-2 Packet: District Map, Plan Drawings and Assessment Table

# 2024 Road Maintenance SID No. 202401-1 Dickinson, ND





# 2024 Road Maintenance SID No. 202401-2 Dickinson, ND



- Special Assessment District
- Parcels 10-31-23
- City Limits

0 150 300 600 Feet

Date: 10/31/2023



# APPENDIX 1

## City of Dickinson Special Assessment Policy



**RESOLUTION NO. 39 - 2019**

**A RESOLUTION DECLARING A SPECIAL ASSESSMENT POLICY FOR COSTS FOR SIDEWALKS, CURB AND GUTTER IMPROVEMENTS**

WHEREAS, the City of Dickinson intends to perform routine maintenance projects on asphalt and concrete streets, and

WHEREAS, the City of Dickinson has a limited amount of funding available to perform maintenance projects, and

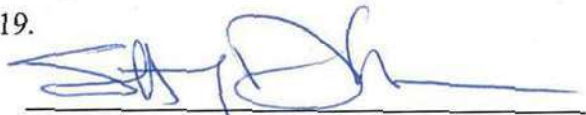
WHEREAS the City of Dickinson has the legal authority to assess costs for sidewalks and curb and gutter improvements to properties within the City Of Dickinson pursuant to N.D.C.C. Section 40-31-06 and Municipal Code Section 33.04.180.

NOW, THEREFORE, it is hereby resolved by the Board of City Commissioners, as follows:

1. There is hereby created a special assessment policy for street maintenance projects.
2. Sidewalk and curb and gutter improvements made in conjunction with the street maintenance projects will be assessed to the adjacent landowners except in the following conditions:
  - a. On corner lots, through the entirety of the radius around the corner.
  - b. Where otherwise satisfactory curb and gutter or sidewalk need to be replaced because of work being done on the street project, including lighting and signing.
  - c. Where curb and gutter or sidewalk about the back lot line of a property
  - d. Where at the discretion of the City Engineer, sidewalk installation is not feasible.
3. Of the eligible costs in Section 2, one hundred percent (100%) will be assessed to the benefitting properties.
4. The costs of assessments shall be paid by the benefitting properties over a ten (10) year term at a rate of 1.5% over the then current market interest rate at the time of construction.

NOW, THEREFORE, BE IT RESOLVED that the Board of City Commissioners of the City of Dickinson, North Dakota creates a special assessment policy for street maintenance projects.

Dated this 17th day of December 2019.

  
 \_\_\_\_\_  
 Scott Decker, President  
 Board of City Commissioners

ATTEST:  
  
 \_\_\_\_\_  
 Joseph Gaa, Dickinson City Administrator

# APPENDIX 2

## Engineer's Opinion of Probable Construction Cost



## ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

DICKINSON 2024 ROAD MAINTENANCE (CITY PROJECT NO. 202401)  
CITY OF DICKINSON, NORTH DAKOTA

Item No.	Description	Unit	Total Quantity	Unit Cost	Total Sum
1	MOBILIZATION & CONTRACT BOND	LS	1	\$ 181,061.00	\$ 181,061.00
2*	REMOVAL OF CONCRETE	SY	986	\$ 32.00	\$ 31,552.00
3*	REMOVAL OF CURB & GUTTER	LF	4,014	\$ 8.00	\$ 32,112.00
4	REMOVAL OF BITUMINOUS SURFACING	SY	9,319	\$ 13.00	\$ 121,147.00
5	GEOSYNTHETIC MATERIAL TYPE R1	SY	9,304	\$ 4.50	\$ 41,868.00
6	AGGREGATE BASE COURSE - CL. 5	CY	3,104	\$ 100.00	\$ 310,400.00
7*	CURB & GUTTER	LF	4,014	\$ 60.00	\$ 240,840.00
8*	CONCRETE SIDEWALK	SY	1,003	\$ 115.00	\$ 115,345.00
9*	CONCRETE DRIVEWAY 6IN	SY	157	\$ 145.00	\$ 22,765.00
10	CONCRETE VALLEY GUTTER	SY	220	\$ 215.00	\$ 47,300.00
11	DETECTABLE WARNING PANEL	SF	90	\$ 40.00	\$ 3,600.00
12	MILLING PAVEMENT SURFACE	SY	13,768	\$ 5.00	\$ 68,840.00
13	ADJUST MANHOLE	EA	21	\$ 2,250.00	\$ 47,250.00
14	ADJUST GATE VALVE BOX	EA	12	\$ 925.00	\$ 11,100.00
15	ADJUST INLET	EA	4	\$ 500.00	\$ 2,000.00
16	ASPHALT REPAIR	TON	2,070	\$ 190.00	\$ 393,300.00
17	ASPHALT PAVEMENT	TON	1,832	\$ 160.00	\$ 293,120.00
18	FLAGGING	MH	290	\$ 60.00	\$ 17,400.00
19	TRAFFIC CONTROL	LS	1	\$ 65,000.00	\$ 65,000.00
<b>Construction Subtotal</b>					<b>\$ 2,046,000.00</b>

5% Contingency	\$ 102,300.00
<b>Opinion of Construction Cost</b>	<b>\$ 2,148,300.00</b>

\*Eligible for special assessment

November 15, 2023  
KLJ Project No. 2304-01041





# APPENDIX 3

SID No. 202401-1 Packet:  
District Map, Plan Drawings and  
Assessment Table



**LEGEND**

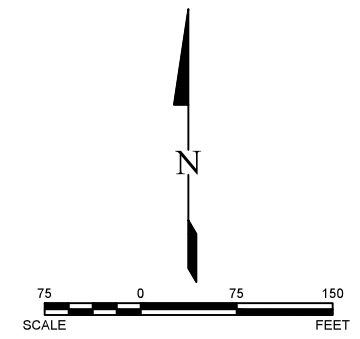
-  SID (SPECIAL IMPROVEMENT DISTRICT) BOUNDARY
-  POLENSKY SUBDIVISION

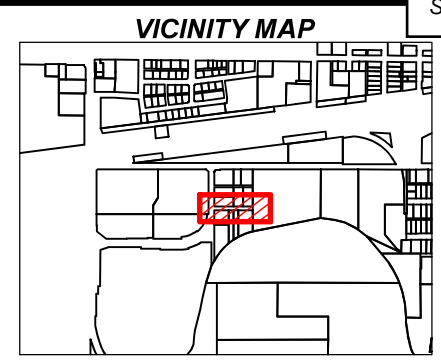
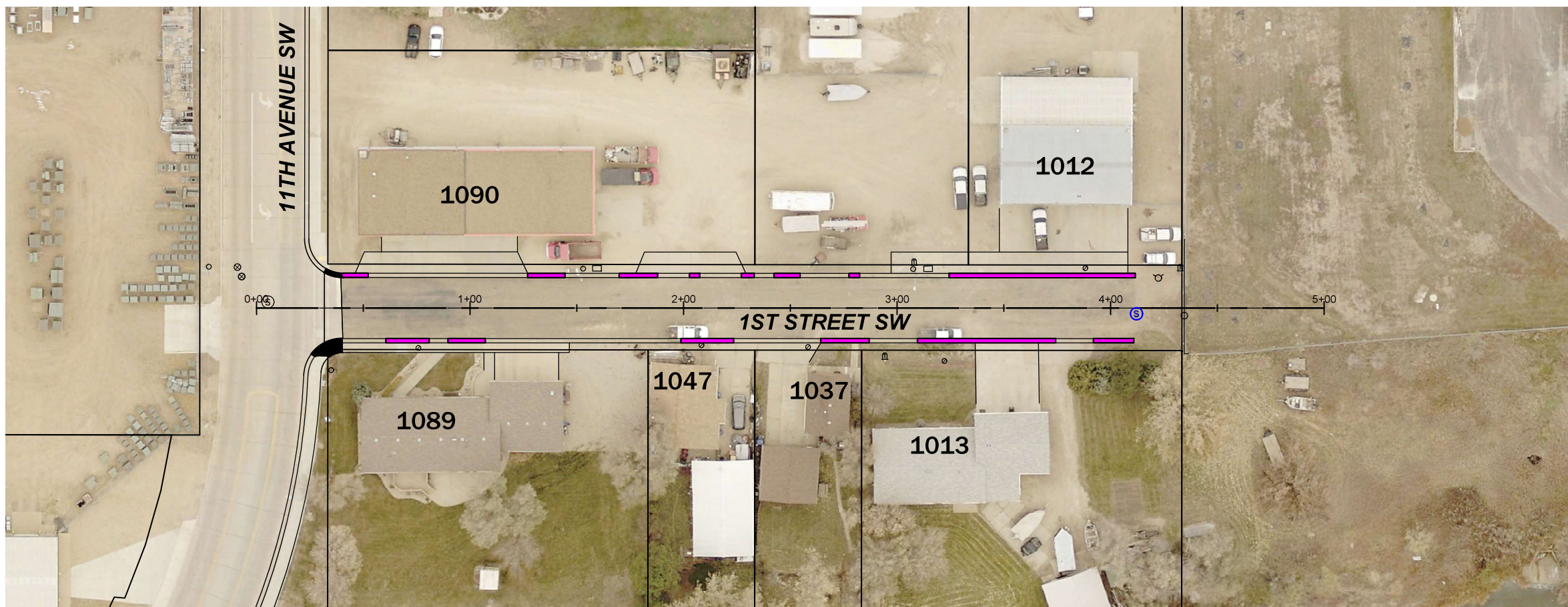


NO.	DATE	REVISION

DRAFTED	JSK
REVIEWED	AJK
PROJECT NUMBER	2304-01041
ISSUE DATE	11/15/2023

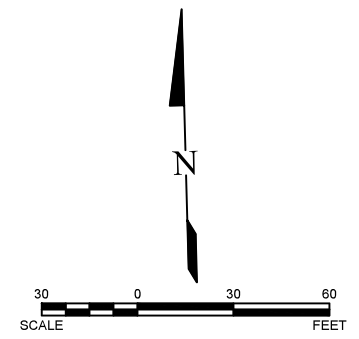
**2024 ROAD MAINTENANCE**  
 CITY OF DICKINSON  
 DICKINSON, NORTH DAKOTA  
 SID NO. 202401-1 - DISTRICT MAP





**LEGEND**

- MATCH LINE
- █ SID CONCRETE SIDEWALK
- █ SID CONCRETE DRIVEWAY 6"
- █ SID CURB & GUTTER
- █ NON-SID CONCRETE
- ⊗ EXISTING GATE VALVE
- Ⓢ Ⓣ EXISTING MANHOLE
- Ⓛ EXISTING INLET



NO.	DATE	REVISION

DRAFTED  
JSK  
REVIEWED  
AK  
PROJECT NUMBER  
2304-01041  
ISSUE DATE  
11/15/2023

**2024 ROAD MAINTENANCE**  
CITY OF DICKINSON  
DICKINSON, NORTH DAKOTA  
SID NO. 202401-1 - 1ST STREET SW

SHEET  
60-1

DICKINSON 2024 ROAD MAINTENANCE (202401)										
SID NO. 202401-1										
COST PER LOT BY CONCRETE IMPROVEMENTS ADJACENT TO PROPERTY										
PARCEL ID	OWNER	HOUSE #	STREET	LEGAL	REMOVAL OF CONCRETE (SY)	REMOVAL OF CURB & GUTTER (LF)	CURB & GUTTER (LF)	CONCRETE SIDEWALK (SY)	CONCRETE DRIVEWAY 6IN (SY)	TOTAL ASSESSMENT BY PARCEL
1340-0100-0403	TWIN CITY ROOFING & MTL OF MANDAN, INC.	1090	1ST STREET SW	W200' LOT 4, BLOCK 1, POLENSKY	0.0	58.0	58.0	0.0	0.0	\$ 3,944.00
1340-0100-0401	WBA PROPERTIES LLC	-	1ST STREET SW	W100' E200' LOT 3, W100' E200' LOT 4, BLOCK 1, POLENSKY	0.0	26.0	26.0	0.0	0.0	\$ 1,768.00
1340-0100-0302	WBA PROPERTIES LLC	1012	1ST STREET SW	E100' LOTS 3 & 4, BLOCK 1, POLENSKY	0.0	78.0	78.0	0.0	0.0	\$ 5,304.00
1340-0100-0501	POLENSKY, WILBUR D. & BEVERLY A.	1089	1ST STREET SW	150' X 150' NW CORNER LOT 5, BLOCK 1, POLENSKY	0.0	37.5	37.5	0.0	0.0	\$ 2,550.00
1340-0100-0505	BILLMAN, JOSEPH & DARLENE OLSSON (LE)MELGAARD, TABATHA	1047	1ST STREET SW	E50' W200' LOT 5, BLOCK 1, POLENSKY	0.0	24.5	24.5	0.0	0.0	\$ 1,666.00
1340-0100-0503	LUPTAK, STEVEN A.	1037	1ST STREET SW	W50' E200' LOT 5, BLOCK 1, POLENSKY	0.0	19.0	19.0	0.0	0.0	\$ 1,292.00
1340-0100-0502	GUNWALL, RONALD B.	1013	1ST STREET SW	E150' LOT 5, BLOCK 1, POLENSKY	0.0	87.0	87.0	0.0	0.0	\$ 5,916.00
<b>ZONE TOTALS:</b>					<b>0.0</b>	<b>330.0</b>	<b>330.0</b>	<b>0.0</b>	<b>0.0</b>	<b>\$ 22,440.00</b>





# APPENDIX 4

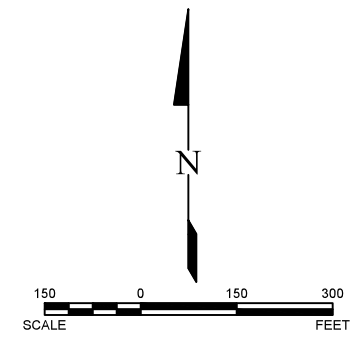
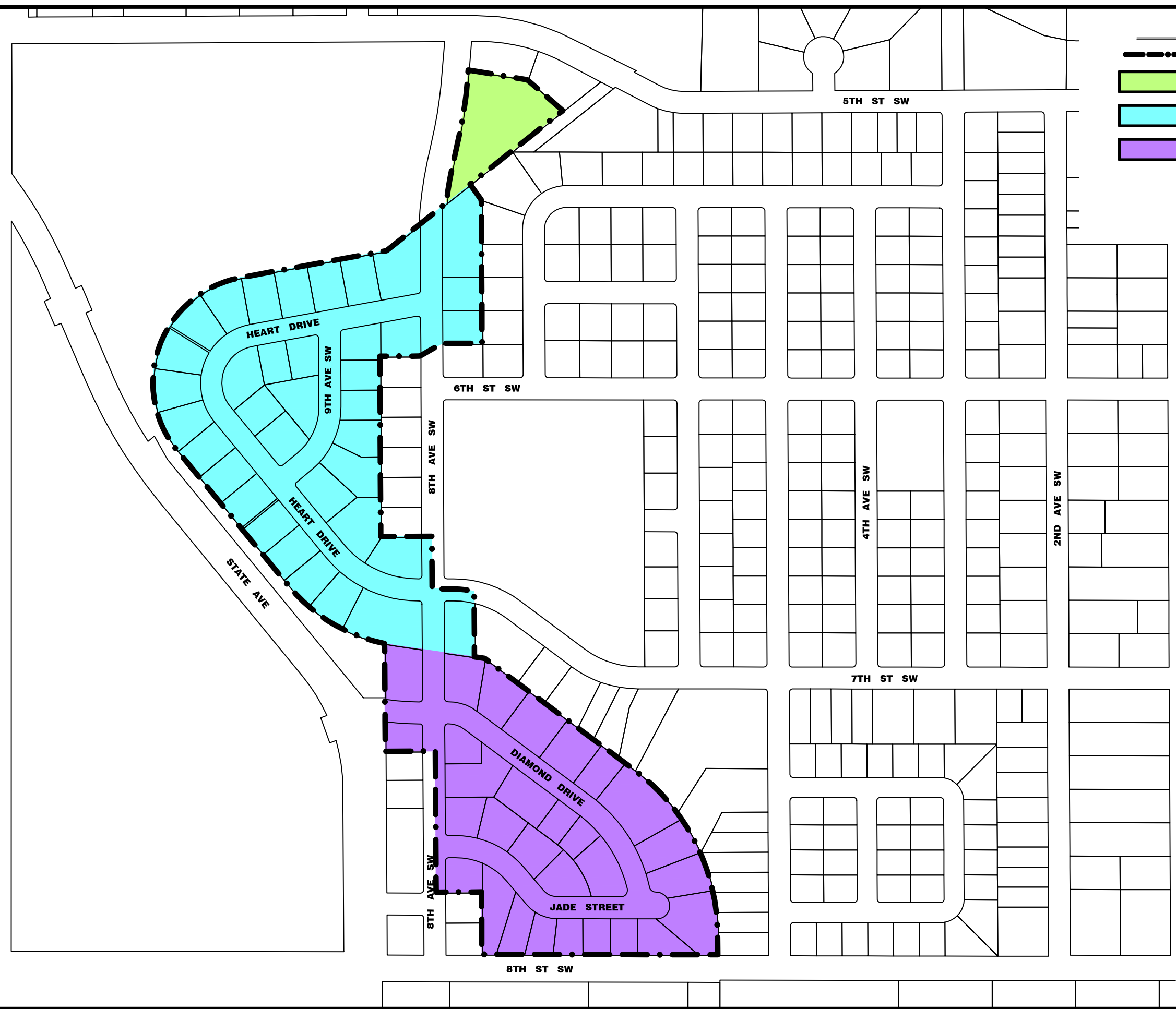
SID No. 202401-2 Packet:  
District Map, Plan Drawings and  
Assessment Table





**LEGEND**

-  SID (SPECIAL IMPROVEMENT DISTRICT) BOUNDARY
-  MJB SUBDIVISION
-  HEART RIVER THIRD SUBDIVISION
-  HEART RIVER FOURTH SUBDIVISION



NO.	DATE	REVISION

DRAFTED  
JSK  
REVIEWED  
AJK  
PROJECT NUMBER  
2304-01041  
ISSUE DATE  
11/15/2023

**2024 ROAD MAINTENANCE**  
CITY OF DICKINSON  
DICKINSON, NORTH DAKOTA  
SID NO. 202401-2 - DISTRICT MAP

SHEET  
1



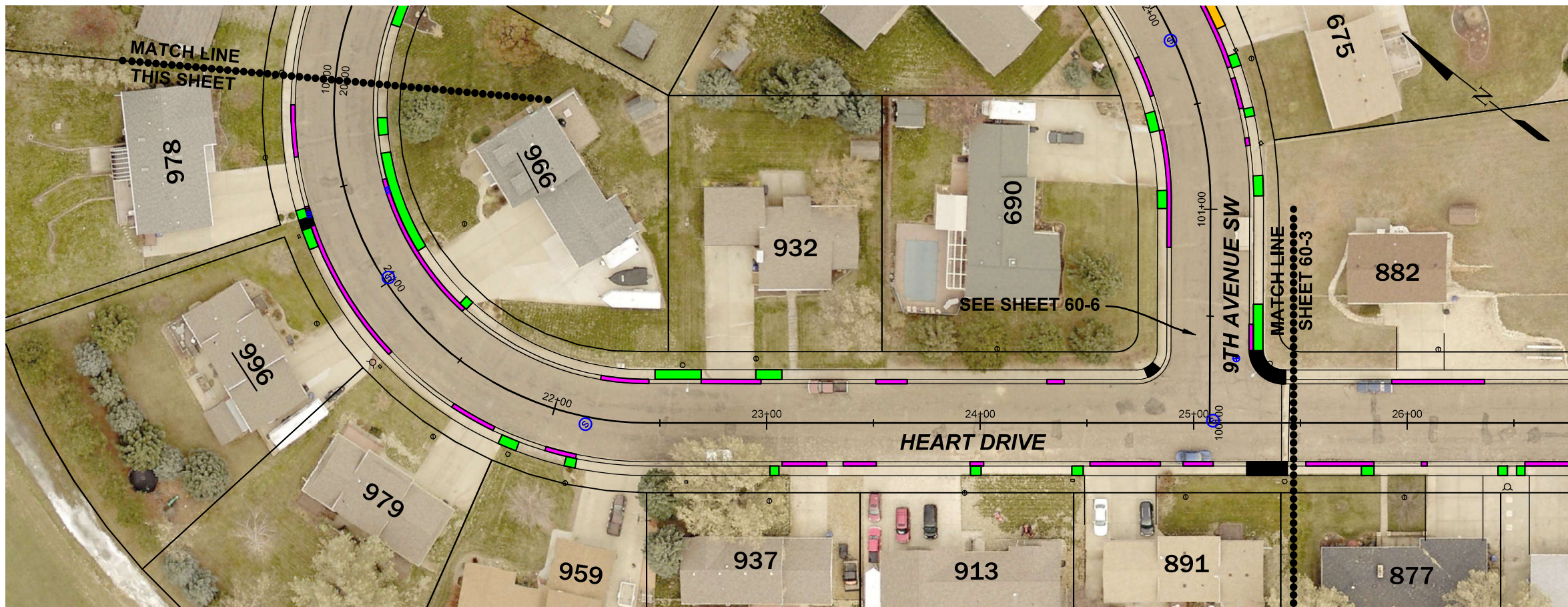
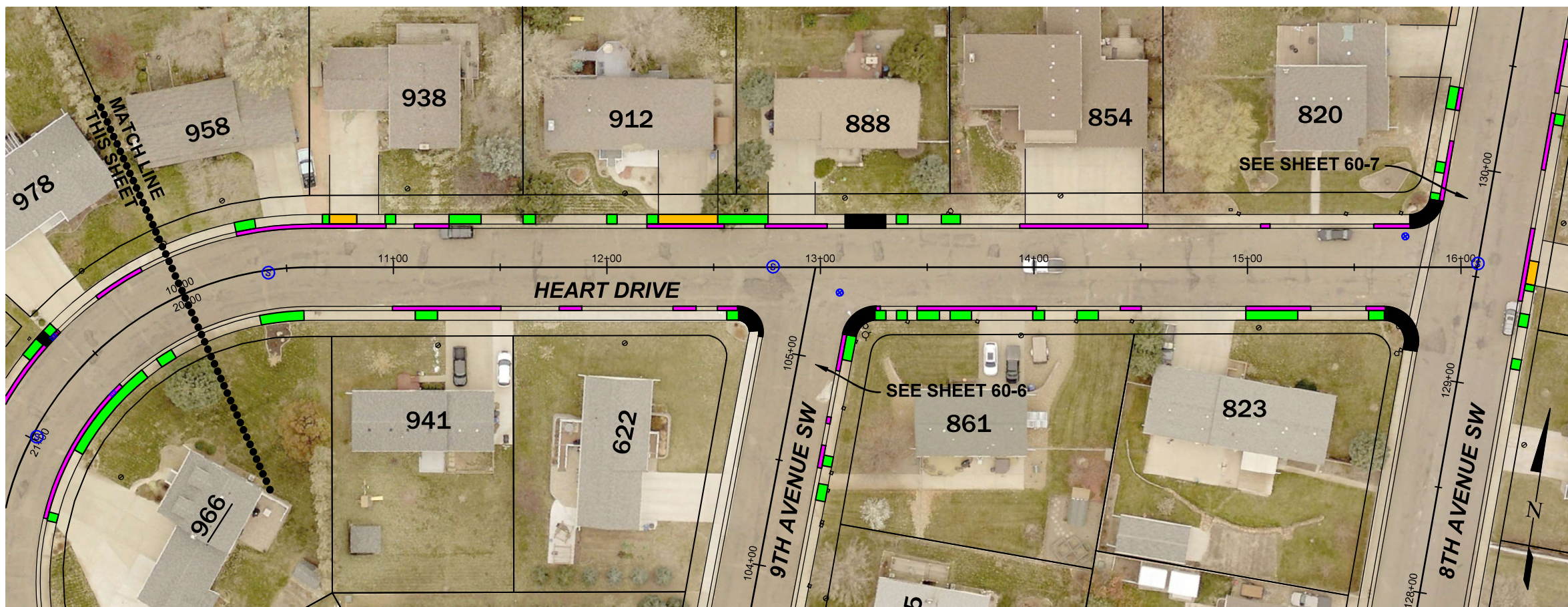


VICINITY MAP



LEGEND

- MATCH LINE
- █ SID CONCRETE SIDEWALK
- █ SID CONCRETE DRIVEWAY 6"
- █ SID CURB & GUTTER
- █ NON-SID CONCRETE
- ⊗ EXISTING GATE VALVE
- Ⓢ Ⓣ EXISTING MANHOLE
- Ⓛ EXISTING INLET



NO.	DATE	REVISION
		DRAFTED JSK
		REVIEWED AK
		PROJECT NUMBER 2304-01041
		ISSUE DATE 11/15/2023

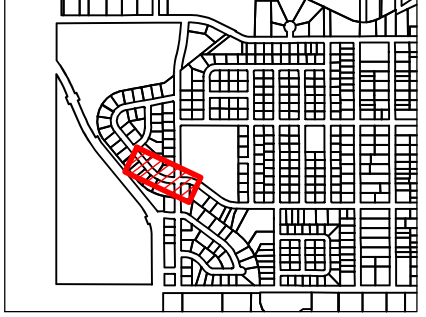
**2024 ROAD MAINTENANCE**  
 CITY OF DICKINSON  
 DICKINSON, NORTH DAKOTA  
 SID NO. 202401-2 - HEART DRIVE (1)

SHEET  
 60-2



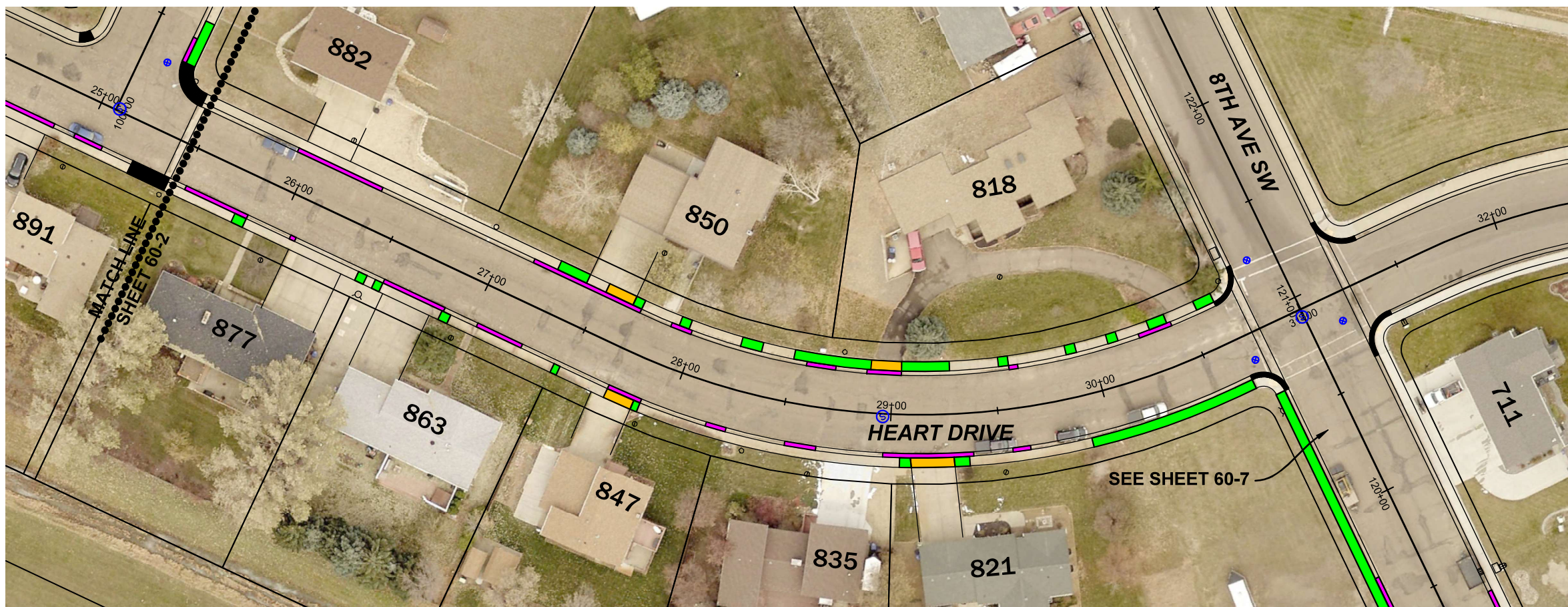


VICINITY MAP



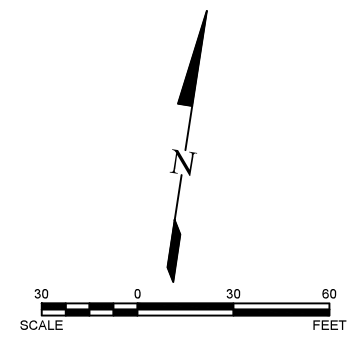
LEGEND

- MATCH LINE
- SID CONCRETE SIDEWALK
- SID CONCRETE DRIVEWAY 6"
- SID CURB & GUTTER
- NON-SID CONCRETE
- EXISTING GATE VALVE
- EXISTING MANHOLE
- EXISTING INLET



NO.	DATE	REVISION

DRAFTED  
JSK  
REVIEWED  
AK  
PROJECT NUMBER  
2304-01041  
ISSUE DATE  
11/15/2023



**2024 ROAD MAINTENANCE**  
CITY OF DICKINSON  
DICKINSON, NORTH DAKOTA  
SID NO. 202401-2 - HEART DRIVE (2)

SHEET  
60-3





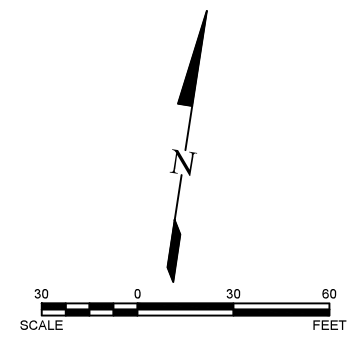
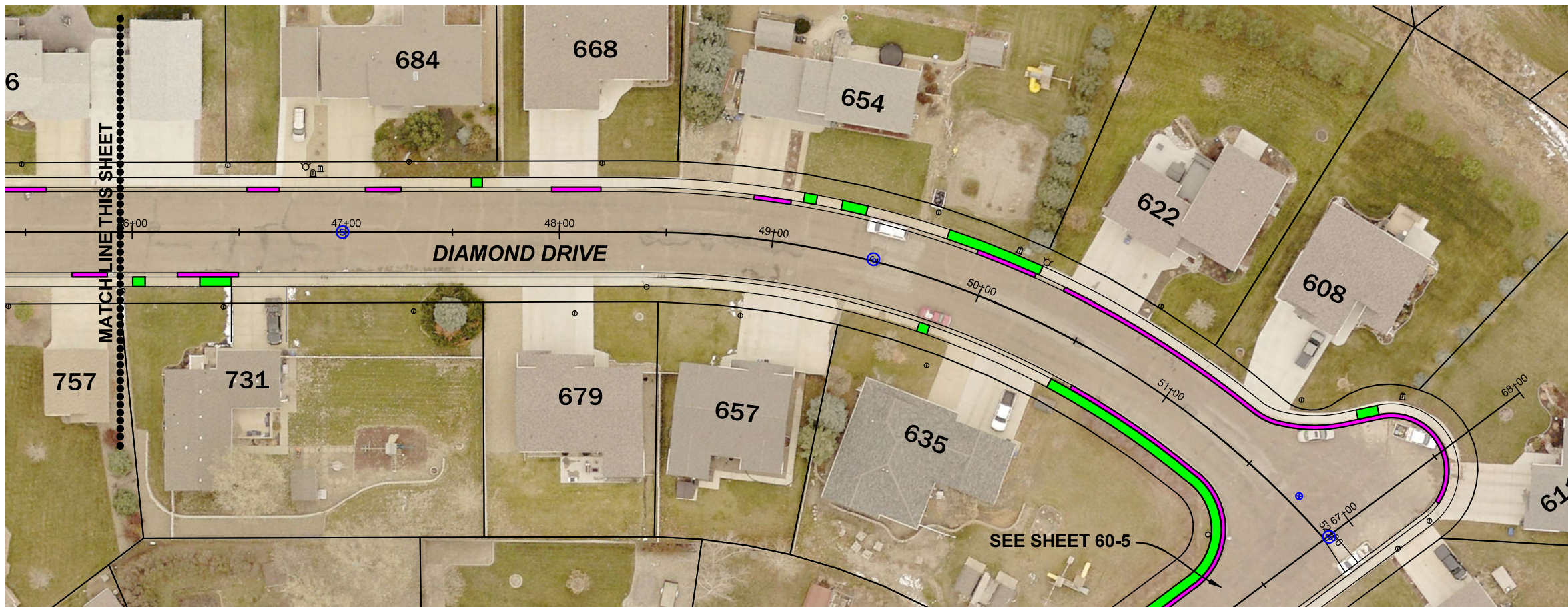
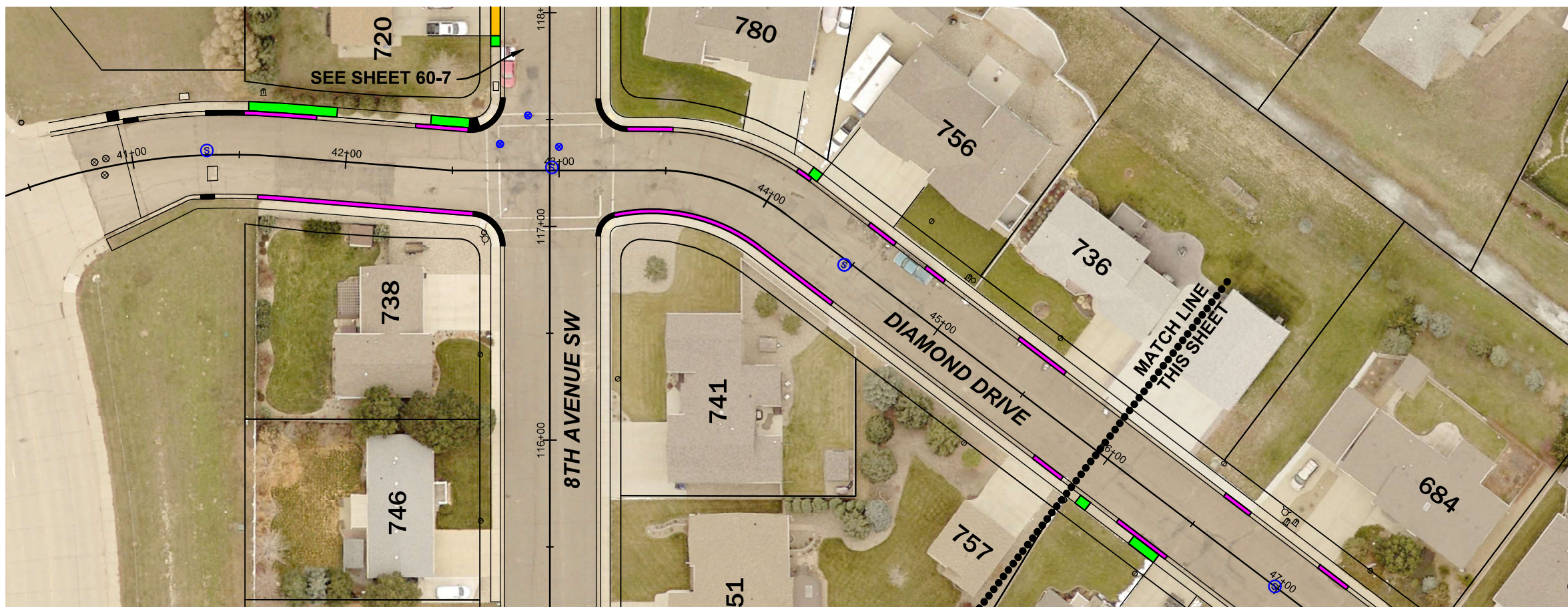
VICINITY MAP



LEGEND

- MATCH LINE
- █ SID CONCRETE SIDEWALK
- █ SID CONCRETE DRIVEWAY 6"
- █ SID CURB & GUTTER
- █ NON-SID CONCRETE
- ⊗ EXISTING GATE VALVE
- Ⓢ Ⓣ EXISTING MANHOLE
- Ⓛ EXISTING INLET

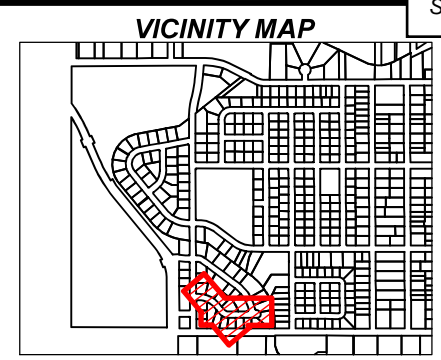
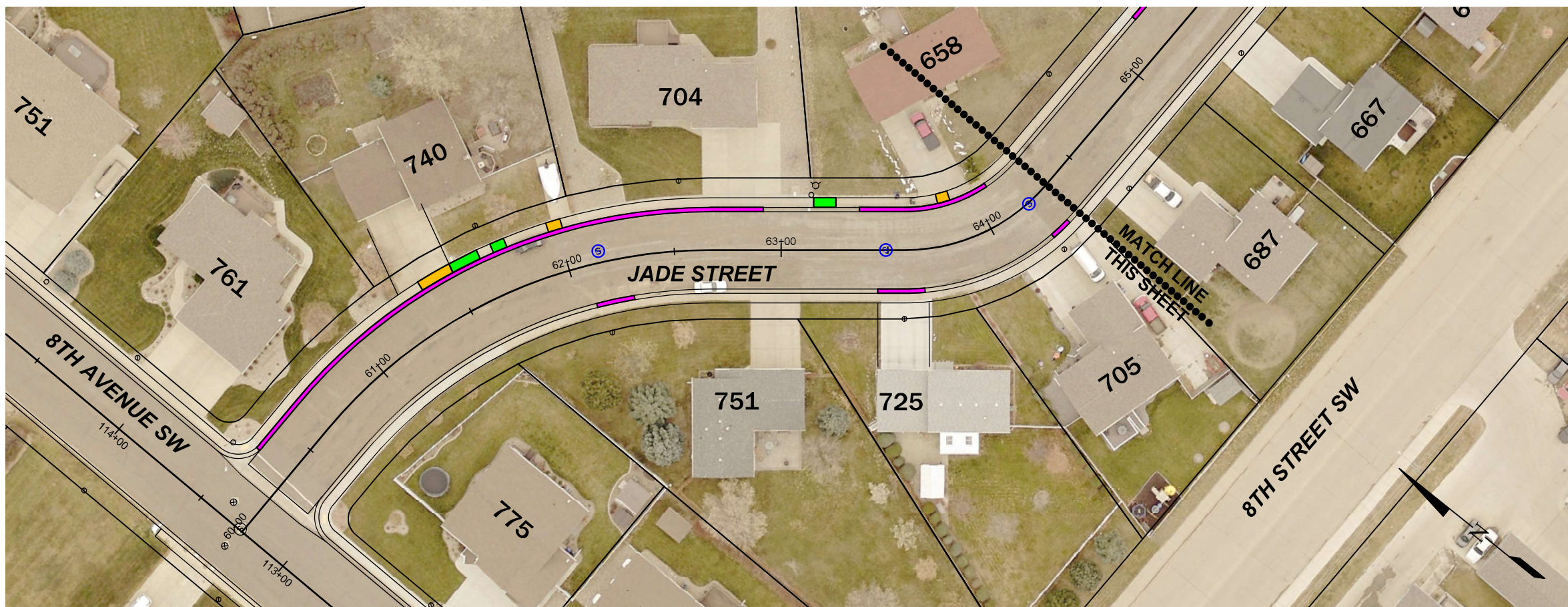
REVISION	NO.	DATE
DRAFTED	JKS	
REVIEWED	AK	
PROJECT NUMBER	2304-01041	
ISSUE DATE	11/15/2023	



**2024 ROAD MAINTENANCE**  
 CITY OF DICKINSON  
 DICKINSON, NORTH DAKOTA  
 SID NO. 202401-2 - DIAMOND DRIVE

SHEET  
**60-4**

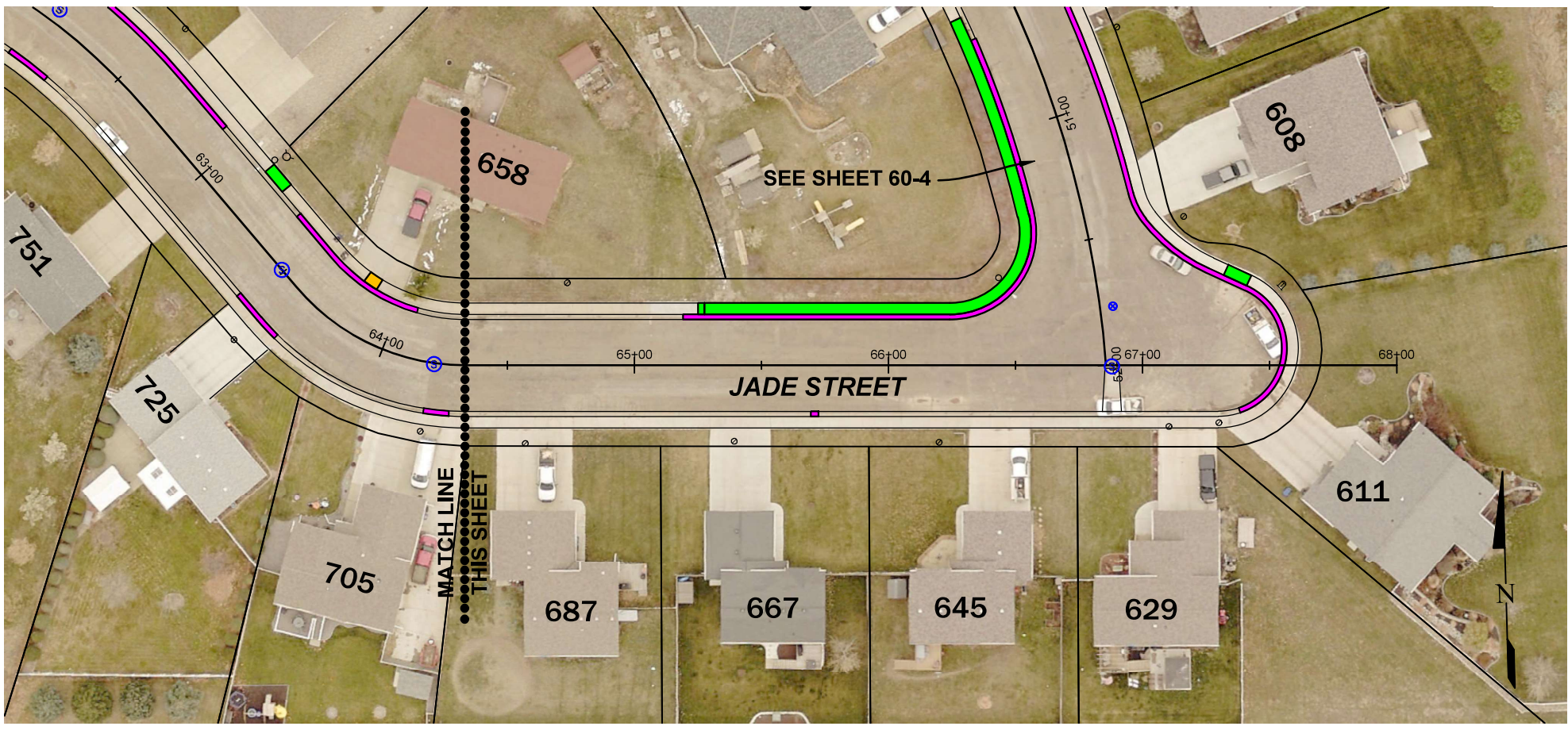




LEGEND

- MATCH LINE
- █ SID CONCRETE SIDEWALK
- █ SID CONCRETE DRIVEWAY 6"
- █ SID CURB & GUTTER
- █ NON-SID CONCRETE
- ⊗ EXISTING GATE VALVE
- Ⓢ Ⓣ EXISTING MANHOLE
- Ⓜ EXISTING INLET

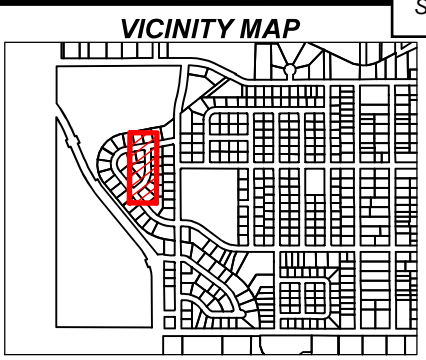
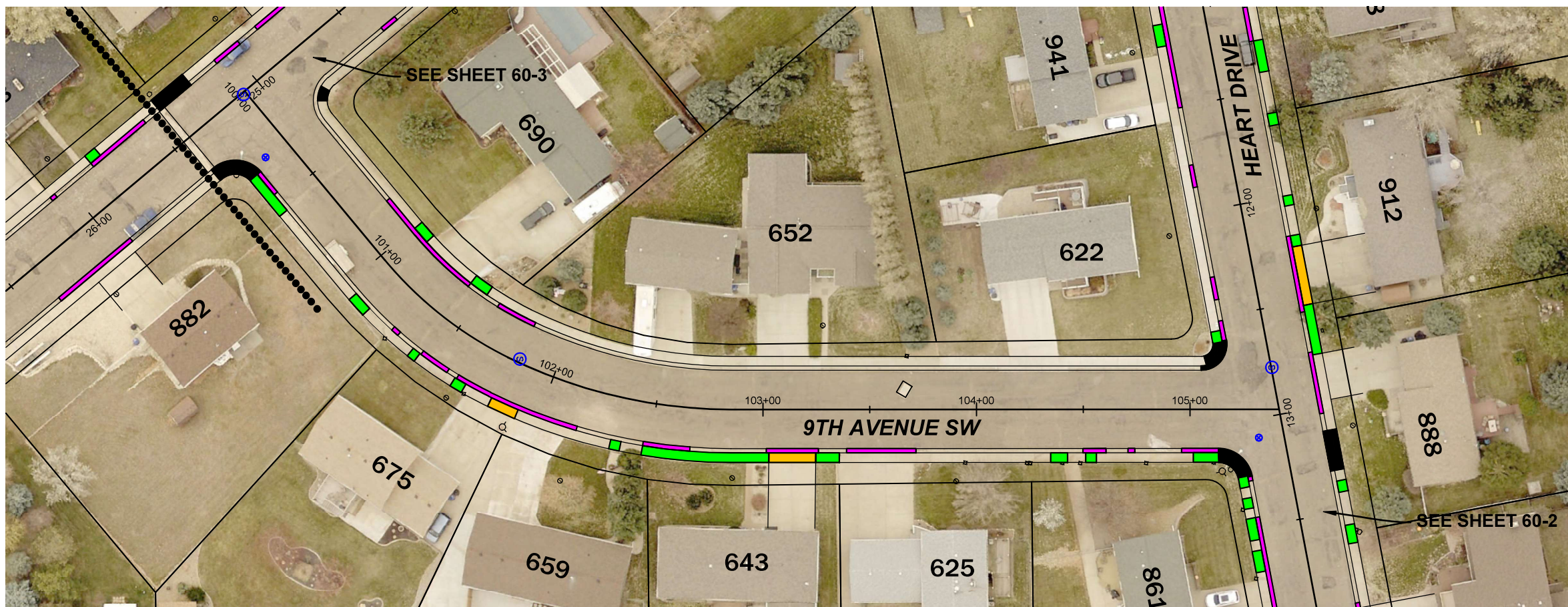
NO.	DATE	REVISION
		DRAFTED JSK
		REVIEWED AK
		PROJECT NUMBER 2304-01041
		ISSUE DATE 11/15/2023



**2024 ROAD MAINTENANCE**  
 CITY OF DICKINSON  
 DICKINSON, NORTH DAKOTA  
 SID NO. 202401-2 - JADE STREET

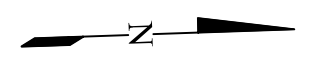
SHEET  
 60-5





**LEGEND**

- MATCH LINE
- █ SID CONCRETE SIDEWALK
- █ SID CONCRETE DRIVEWAY 6"
- █ SID CURB & GUTTER
- █ NON-SID CONCRETE
- ⊗ EXISTING GATE VALVE
- Ⓢ Ⓣ EXISTING MANHOLE
- Ⓛ EXISTING INLET



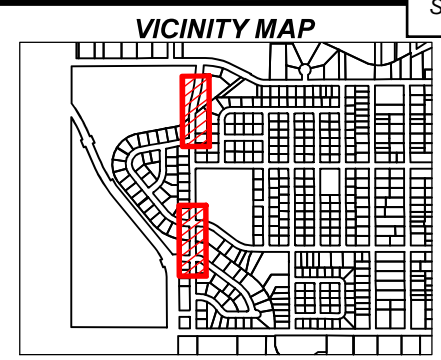
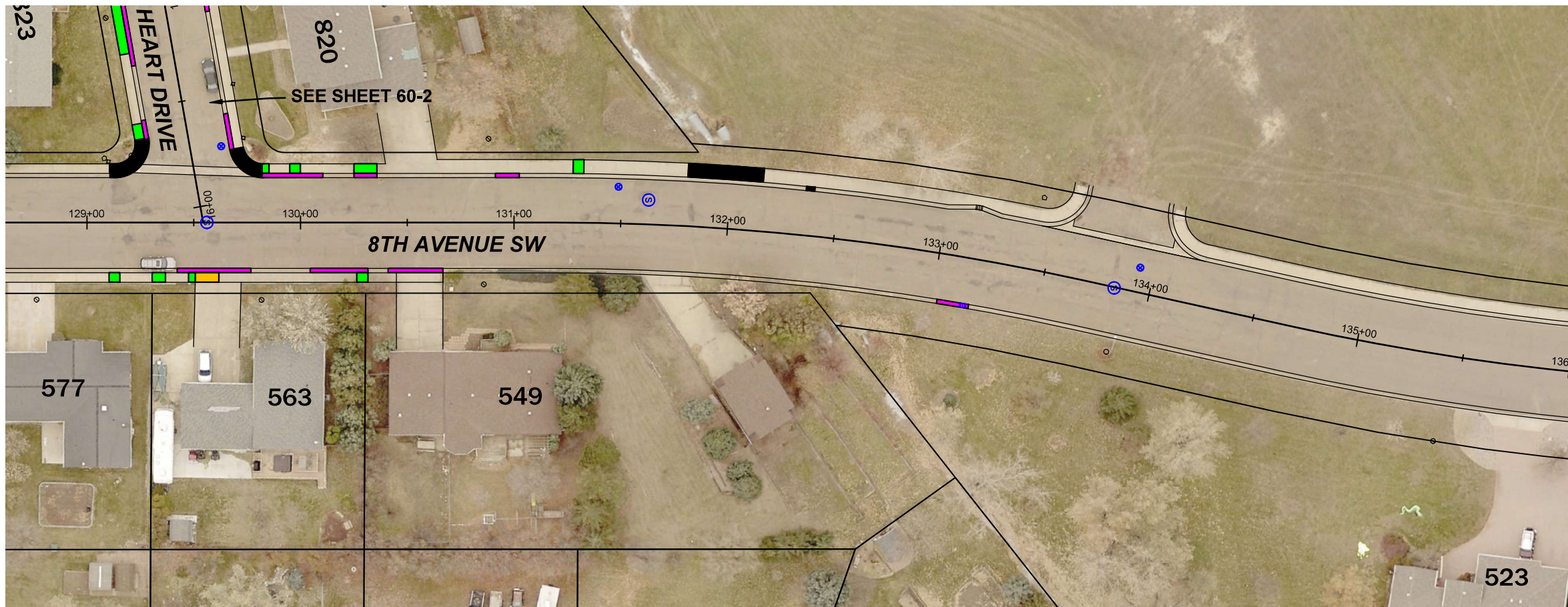
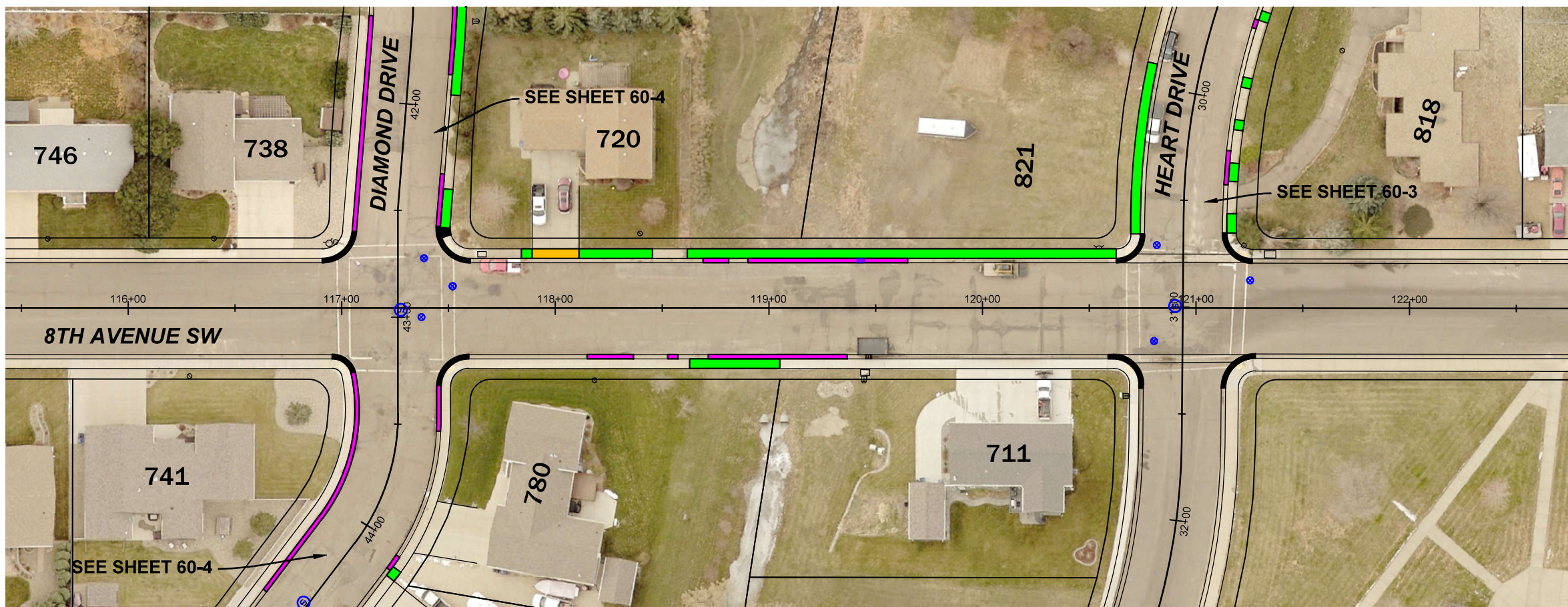
NO.	DATE	REVISION

DRAFTED  
JSK  
REVIEWED  
AK  
PROJECT NUMBER  
2304-01041  
ISSUE DATE  
11/15/2023

**2024 ROAD MAINTENANCE**  
CITY OF DICKINSON  
DICKINSON, NORTH DAKOTA  
SID NO. 202401-2 - 9TH AVENUE SW

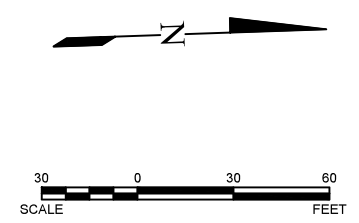
SHEET  
60-6





**LEGEND**

- MATCH LINE
- SID CONCRETE SIDEWALK
- SID CONCRETE DRIVEWAY 6"
- SID CURB & GUTTER
- NON-SID CONCRETE
- ⊗ EXISTING GATE VALVE
- Ⓢ Ⓣ EXISTING MANHOLE
- EXISTING INLET



REVISION	NO.	DATE
DRAFTED	JKS	
REVIEWED	AK	
PROJECT NUMBER	2304-01041	
ISSUE DATE	11/15/2023	

**2024 ROAD MAINTENANCE**  
 CITY OF DICKINSON  
 DICKINSON, NORTH DAKOTA  
 SID NO. 202401-2 - 8TH AVENUE SW

SHEET  
**60-7**



**DICKINSON 2024 ROAD MAINTENANCE (202401)**  
**SID NO. 202401-2**  
**COST PER LOT BY CONCRETE IMPROVEMENTS ADJACENT TO PROPERTY**

PARCEL ID	OWNER	HOUSE #	STREET	LEGAL	REMOVAL OF CONCRETE (SY)	REMOVAL OF CURB & GUTTER (LF)	CURB & GUTTER (LF)	CONCRETE SIDEWALK (SY)	CONCRETE DRIVEWAY 6IN (SY)	TOTAL ASSESSMENT BY PARCEL
1440-2000-0600	FRANKL, LYLE L. & LOIS M.	958	HEART DRIVE	LOT 6, BLOCK 20, HEART RIVER 3RD SUBDIVISION	4.8	34.5	34.5	4.8	0.0	\$ 3,051.60
1440-2000-0500	LIEN, KEVIN & TERRI	938	HEART DRIVE	LOT 5, BLOCK 20, HEART RIVER 3RD SUBDIVISION	18.0	52.0	52.0	11.7	6.3	\$ 6,371.00
1440-2000-0400	WOLFE, DEBRA	912	HEART DRIVE	LOT 4, BLOCK 20, HEART RIVER 3RD SUBDIVISION	26.1	36.0	36.0	12.2	13.9	\$ 6,701.70
1440-2000-0300	BRAUN, LONDELL J	888	HEART DRIVE	LOT 3, BLOCK 20, HEART RIVER 3RD SUBDIVISION	12.1	29.0	29.0	12.1	0.0	\$ 3,750.70
1440-2000-0200	MAHER, JEFFERY D. & ROBERTA A.	854	HEART DRIVE	LOT 2, BLOCK 20, HEART RIVER 3RD SUBDIVISION	2.4	60.0	60.0	2.4	0.0	\$ 4,432.80
1440-2000-0100	MACLEAN, RONALD SCOTT & JUDY MARIE	820	HEART DRIVE	LOT 1, BLOCK 20, HEART RIVER 3RD SUBDIVISION	12.8	71.0	71.0	12.8	0.0	\$ 6,709.60
1440-1900-0400	SLINDE, KERRY D. & PATRICIA A.	966	HEART DRIVE	LOT 4, BLOCK 19, HEART RIVER 3RD SUBDIVISION	43.7	95.0	95.0	43.7	0.0	\$ 12,883.90
1440-1900-0300	PROPERTY OWNER	941	HEART DRIVE	LOT 3, BLOCK 19, HEART RIVER 3RD SUBDIVISION	5.2	50.5	50.5	5.2	0.0	\$ 4,198.40
1440-1900-0200	CARLSON, GRANT P. & SARAH B.	622	9TH AVENUE SW	LOT 2, BLOCK 19, HEART RIVER 3RD SUBDIVISION	2.4	30.5	30.5	2.4	0.0	\$ 2,426.80
1440-1800-0900	BAILEY, CORY & CINDY	861	HEART DRIVE	LOT 9, BLOCK 18, HEART RIVER 3RD SUBDIVISION	35.0	95.5	95.5	35.0	0.0	\$ 11,639.00
1440-1800-0800	FILKOWSKI, DONALD & LINDA	823	HEART DRIVE	LOT 8, BLOCK 18, HEART RIVER 3RD SUBDIVISION	15.8	42.0	42.0	15.8	0.0	\$ 5,178.60
1440-1900-0500	LENGOWSKI, WILLIAM J. & SUSAN	932	HEART DRIVE	LOT 5, BLOCK 19, HEART RIVER 3RD SUBDIVISION	13.8	31.0	31.0	13.8	0.0	\$ 4,136.60
1440-1900-0600	HOFLAND, ARLAN & GAYLE	690	9TH AVENUE SW	LOT 6, BLOCK 19, HEART RIVER 3RD SUBDIVISION	8.9	80.5	80.5	8.9	0.0	\$ 6,782.30
1440-2000-0700	RICE, JAMES E. & MARY A.	978	HEART DRIVE	LOT 7, BLOCK 20, HEART RIVER 3RD SUBDIVISION	2.0	29.0	29.0	2.0	0.0	\$ 2,266.00
1440-2000-0800	DORNER, CHRISTOPHER G. & ROSEANA M.	996	HEART DRIVE	LOT 8, BLOCK 20, HEART RIVER 3RD SUBDIVISION	4.8	66.5	66.5	4.8	0.0	\$ 5,227.60
1440-2000-0900	TOWNSEND, ROBERT A. & JULIE A.	979	HEART DRIVE	LOT 9, BLOCK 20, HEART RIVER 3RD SUBDIVISION	0.4	25.5	25.5	0.4	0.0	\$ 1,792.80
1440-2000-1000	MESSER, TODD ANTHONY	959	HEART DRIVE	LOT 10, BLOCK 20, HEART RIVER 3RD SUBDIVISION	7.0	14.5	14.5	7.0	0.0	\$ 2,015.00
1440-2000-1100	DUKART, TIMOTHY J. & CINDY R.	937	HEART DRIVE	LOT 11, BLOCK 20, HEART RIVER 3RD SUBDIVISION	2.1	28.5	28.5	2.1	0.0	\$ 2,246.70
1440-2000-1200	ELSNER, RANDY G. & SUSAN M.	913	HEART DRIVE	LOT 12, BLOCK 20, HEART RIVER 3RD SUBDIVISION	2.9	14.0	14.0	2.9	0.0	\$ 1,378.30
1440-2000-1300	FERDERER, WAYNE & BEVERLY J.	891	HEART DRIVE	LOT 13, BLOCK 20, HEART RIVER 3RD SUBDIVISION	2.7	47.0	47.0	2.7	0.0	\$ 3,592.90
1440-1800-1400	HANKS, DAVID J. & KIMBERLY M.	882	HEART DRIVE	LOT 14, BLOCK 18, HEART RIVER 3RD SUBDIVISION	15.3	56.5	56.5	15.3	0.0	\$ 6,091.10
1440-1800-1500	HAUCK, JACOB G.	850	HEART DRIVE	LOT 15, BLOCK 18, HEART RIVER 3RD SUBDIVISION	32.6	75.5	75.5	25.6	7.0	\$ 10,136.20
1440-1800-0100	PRESTON, TYLER J.	818	HEART DRIVE	LOT 1, BLOCK 18, HEART RIVER 3RD SUBDIVISION	44.1	40.0	40.0	37.0	7.1	\$ 9,415.70
1440-2000-1400	SAHLSTROM, EDWARD N. & MARILYN T.	877	HEART DRIVE	LOT 14, BLOCK 20, HEART RIVER 3RD SUBDIVISION	3.6	34.5	34.5	3.6	0.0	\$ 2,875.20
1440-2000-1500	ZIETZ, DALE R. & DIANA	863	HEART DRIVE	LOT 15, BLOCK 20, HEART RIVER 3RD SUBDIVISION	5.9	54.5	54.5	5.9	0.0	\$ 4,573.30
1440-2000-1600	LINDBO, CONNIE LYN	847	HEART DRIVE	LOT 16, BLOCK 20, HEART RIVER 3RD SUBDIVISION	9.9	23.0	23.0	3.1	6.8	\$ 3,223.30
1440-2000-1700	LEWIS, NICHOLAS	835	HEART DRIVE	IRREGULAR PLAT LOT 17A, BLOCK 20, HEART RIVER 3RD SUBDIVISION	0.0	23.0	23.0	0.0	0.0	\$ 1,564.00
1440-2000-1800	STAFFORD, SHANNON & DARCY	821	HEART DRIVE	IRREGULAR PLAT LOT 18B, BLOCK 20, HEART RIVER 3RD SUBDIVISION	16.6	96.5	96.5	120.4	10.2	\$ 22,418.20
1440-2000-2000	SMITH, SPENCER TRAVIS	720	8TH AVENUE SW	LOT 20, BLOCK 20, HEART RIVER 4TH SUBDIVISION	60.2	95.5	95.5	75.9	11.0	\$ 18,743.90
1440-2100-0100	TURTLE, JOSEPH M. & VICKI L.	780	DIAMOND DRIVE	LOT 1, BLOCK 21, HEART RIVER 4TH SUBDIVISION	1.6	88.5	88.5	22.7	0.0	\$ 8,679.70
1440-2100-0200	PRAUS, DELVIN E. & MELISSA	756	DIAMOND DRIVE	LOT 2, BLOCK 21, HEART RIVER 4TH SUBDIVISION	1.1	26.0	26.0	1.1	0.0	\$ 1,929.70
1440-2100-0300	JURGENS, DARYL M. & PAULA A.	736	DIAMOND DRIVE	TRACT 3A, ALL LOT 3 & PORTION OF LOT 4, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	27.0	27.0	0.0	0.0	\$ 1,836.00
1440-2100-0500	NORDENG, PHYLLIS E.	684	DIAMOND DRIVE	TRACT 4A, PORTION OF LOT 4 & ALL LOT 5, BLOCK 21, HEART RIVER 4TH SUBDIVISION	2.6	31.5	31.5	2.6	0.0	\$ 2,524.20
1440-2100-0600	PIOTROWSKI, CHARLES L. & LARAE K.	668	DIAMOND DRIVE	LOT 6, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	23.0	23.0	0.0	0.0	\$ 1,564.00
1440-2100-0700	LINDBO, DAVID D.	654	DIAMOND DRIVE	LOTS 7 & 8, BLOCK 21, HEART RIVER 4TH SUBDIVISION	9.0	46.5	46.5	32.2	0.0	\$ 7,153.00
1440-2100-0900	MURPHY, RUSSELL R. & MARCI	622	DIAMOND DRIVE	LOT 9, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	73.0	73.0	0.0	0.0	\$ 4,964.00
1440-2100-1000	KLATT, ALAN D. & CAROL A.	608	DIAMOND DRIVE	LOT 10, BLOCK 21, HEART RIVER 4TH SUBDIVISION	5.0	107.5	107.5	5.0	0.0	\$ 8,045.00
1440-2500-0600	JACKSON, ETHAN W.	738	8TH AVENUE SW	LOT 6, BLOCK 25, HEART RIVER 4TH SUBDIVISION	0.0	101.0	101.0	0.0	0.0	\$ 6,868.00
1440-2400-0800	MCINTOSH, MICHAEL H. & KELLI J.	741	8TH AVENUE SW	LOT 8, BLOCK 24, HEART RIVER 4TH SUBDIVISION	0.0	114.0	114.0	0.0	0.0	\$ 7,752.00
1440-2400-0900	DORVAL, LOUIS J. & GEORGETTE C.	751	8TH AVENUE SW	LOTS 7 & 9, BLOCK 24, HEART RIVER 4TH SUBDIVISION	0.0	16.5	16.5	0.0	0.0	\$ 1,122.00
1440-2400-0500	RHODE, JARED D. & SARA M.	731	DIAMOND DRIVE	LOTS 5 & 6, BLOCK 24, HEART RIVER 4TH SUBDIVISION	10.2	28.5	28.5	10.2	0.0	\$ 3,437.40
1440-2400-0400	ZARAK, JORDAN	679	DIAMOND DRIVE	LOT 4, BLOCK 24, HEART RIVER 4TH SUBDIVISION	0.0	0.0	0.0	0.0	0.0	\$ -
1440-2400-0300	HECKER, JACOB	657	DIAMOND DRIVE	LOT 3, BLOCK 24, HEART RIVER 4TH SUBDIVISION	0.0	0.0	0.0	0.0	0.0	\$ -
1440-2400-0200	DALEY, DALE & CARMELITA	635	DIAMOND DRIVE	LOTS 1 & 2, BLOCK 24, HEART RIVER 4TH SUBDIVISION	2.4	220.0	220.0	114.1	0.0	\$ 28,158.30
1440-2400-1000	BRUSSEAU, JUDEEN & DELORES	761	8TH AVENUE SW	LOT 10, BLOCK 24, HEART RIVER 4TH SUBDIVISION	0.0	90.0	90.0	0.0	0.0	\$ 6,120.00
1440-2400-1100	WATTERS, MATTHEW	740	JADE STREET	LOT 11, BLOCK 24, HEART RIVER 4TH SUBDIVISION	22.3	94.5	94.5	10.6	11.8	\$ 10,069.60
1440-2400-1200	WETZEL, GILLIS E.	704	JADE STREET	LOT 12, BLOCK 24, HEART RIVER 4TH SUBDIVISION	0.0	89.5	89.5	0.0	0.0	\$ 6,086.00
1440-2400-1300	HICKS, BOYD M.	658	JADE STREET	LOT 13, BLOCK 24, HEART RIVER 4TH SUBDIVISION	9.3	78.0	78.0	10.7	2.9	\$ 7,252.60
1440-2100-2000	RICHARD, MICHELLE E. & JASON M.	775	8TH AVENUE SW	LOT 20, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	0.0	0.0	0.0	0.0	\$ -
1440-2100-1900	WYCKOFF, TERRY L. & JEANETTE R.	751	JADE STREET	LOT 19, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	18.0	18.0	0.0	0.0	\$ 1,224.00
1440-2100-1800	DUKART, XAVIER M. & KAREN J.	725	JADE STREET	LOT 18, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	22.0	22.0	0.0	0.0	\$ 1,496.00
1440-2100-1700	DECKER, WADE A.	705	JADE STREET	LOT 17, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	10.0	10.0	0.0	0.0	\$ 680.00
1440-2100-1600	CARSON, JOSH	687	JADE STREET	LOT 16, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	0.0	0.0	0.0	0.0	\$ -
1440-2100-1500	RUFFIN, SARAH A.	667	JADE STREET	LOT 15, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	4.0	4.0	0.0	0.0	\$ 272.00
1440-2100-1400	BUTLER, JOSHUA & KORI	645	JADE STREET	LOT 14, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	0.0	0.0	0.0	0.0	\$ -
1440-2100-1300	AIJALA, JESSICA	629	JADE STREET	LOT 13, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	0.0	0.0	0.0	0.0	\$ -
1440-2100-1100	HUGHES, CORY & AMY	611	JADE STREET	LOT 11, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	48.0	48.0	0.0	0.0	\$ 3,264.00
1440-1900-0100	KADRMAS, MYRON & GAYLE	652	9TH AVENUE SW	LOT 1, BLOCK 19, HEART RIVER 3RD SUBDIVISION	0.0	14.0	14.0	0.0	0.0	\$ 952.00
1440-1800-1300	WANNER, JORDON R.	675	9TH AVENUE SW	LOT 13, BLOCK 18, HEART RIVER 3RD SUBDIVISION	10.7	47.5	47.5	5.0	5.7	\$ 4,973.90
1440-1800-1200	WILSON, AMANDA I. & TIMOTHY A.	659	9TH AVENUE SW	LOT 12, BLOCK 18, HEART RIVER 3RD SUBDIVISION	6.0	35.5	35.5	4.8	1.2	\$ 3,332.00

DICKINSON 2024 ROAD MAINTENANCE (202401)										
SID NO. 202401-2										
COST PER LOT BY CONCRETE IMPROVEMENTS ADJACENT TO PROPERTY										
PARCEL ID	OWNER	HOUSE #	STREET	LEGAL	REMOVAL OF CONCRETE (SY)	REMOVAL OF CURB & GUTTER (LF)	CURB & GUTTER (LF)	CONCRETE SIDEWALK (SY)	CONCRETE DRIVEWAY 6IN (SY)	TOTAL ASSESSMENT BY PARCEL
1440-1800-1100	FUENTES, PATRICIA ET-AL	643	9TH AVENUE SW	LOT 11, BLOCK 18, HEART RIVER 3RD SUBDIVISION	44.1	42.0	42.0	33.1	11.0	\$ 9,668.70
1440-1800-1000	WALLACE, GAIL	625	9TH AVENUE SW	LOT 10, BLOCK 18, HEART RIVER 3RD SUBDIVISION	0.0	32.5	32.5	0.0	0.0	\$ 2,210.00
1440-1700-0700	ROSHAU, KENNETH & CHERIE	711	8TH AVENUE SW	WEST PART LOT 7, BLOCK 17, HEART RIVER 3RD SUBDIVISION	0.0	31.5	31.5	0.0	0.0	\$ 2,142.00
1440-1100-2200	HEPPERLE, DEAN R. & LINDA	577	8TH AVENUE SW	LOT 22, BLOCK 11, HEART RIVER 3RD SUBDIVISION	2.4	0.0	0.0	2.4	0.0	\$ 352.80
1440-1100-2300	GRINSTEINNER, BILLIE JO & DAVID P.	563	8TH AVENUE SW	LOT 23, BLOCK 11, HEART RIVER 3RD SUBDIVISION	12.2	60.0	60.0	6.7	5.6	\$ 6,052.90
1440-1100-2400	GRISHKOWSKY, LEONA L & VANCE E	549	8TH AVENUE SW	LOTS 24 & 25, BLOCK 11, HEART RIVER 3RD SUBDIVISION	0.6	26.5	26.5	0.6	0.0	\$ 1,890.20
1441-0100-0301	ASENSIO, DANIEL & ASHLEY D.	523	8TH AVENUE SW	LOTS 3, 4 & 5, BLOCK 1, MJB SUBDIVISION, E1/2 UNPLATTED 9-139-96	0.0	15.0	15.0	0.0	0.0	\$ 1,020.00
<b>ZONE TOTALS:</b>					<b>550.6</b>	<b>3,093.0</b>	<b>3,093.0</b>	<b>751.3</b>	<b>100.5</b>	<b>\$ 328,915.20</b>



## ENGINEERING MEMORANDUM

November 15, 2023

RE: November 21, 2023 Engineering Agenda Item Memo for presentations by Loretta A. Marshik

**Resolution creating the 2024 Road Maintenance Special Improvement District No. 202401-1**

Enclosed in your packet is the Preliminary Engineering Report (PER) for the upcoming 2024 Road Maintenance Project (City Project No. 202401), an integral component of the 2024 Capital Improvement Project budget. Additionally, you will find two Resolutions proposing the creation of Special Improvement District (SID) Numbers: 202401-1 and 202401-2.

The 2024 Road Maintenance project aims to address the specific maintenance requirements outlined in the 2019 Pavement Management Report, supplemented by on-site assessments, preliminary cost estimates, and comprehensive staff deliberations.

SID No. 202401-1 addresses a location in the area east of the water treatment facility and south of Broadway, as mentioned at the October 17<sup>th</sup> Commission Meeting. This includes parts of Polensky Subdivision.

The city's engineering staff recommends the approval of Resolution \_\_-2024.

“Motion to (approve/deny) Resolution \_\_-2024 for the 2024 Road Maintenance Special Improvement District No. 202401-1.”



**RESOLUTION NO.   -2024**

A RESOLUTION CREATING THE 2024 ROAD MAINTENANCE SPECIAL IMPROVEMENT DISTRICT NO. 202401-1, DIRECTING THE FILING OF AN ENGINEER’S REPORT REGARDING THE SAME, AND DECLARING THAT IT IS NECESSARY TO MAKE THE IMPROVEMENTS DESCRIBED THEREIN.

WHEREAS, the Board of City Commissioners of the City of Dickinson has considered the creation of a special assessment improvement district for certain street improvements in Polensky Subdivision, within the city limits of the City of Dickinson;

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Dickinson, North Dakota, as follows:

1. The City of Dickinson hereby creates the 2024 Road Maintenance Special Improvement District No. 202401-1. Such special assessment improvement district shall include the following:

- E200’ LOT 3, BLOCK 1, POLENSKY SUBDIVISION
- LOT 4, BLOCK 1, POLENSKY SUBDIVISION
- LOT 5, BLOCK 1, POLENSKY SUBDIVISION (except W150’ S375’)

2. Pursuant to NDCC 40-22-10, the Board of City Commissioners hereby directs its municipal engineering consultant to prepare a report as to the general nature, purpose, and feasibility of the proposed improvement and an estimate of the probable cost of the improvement, including: (1) a separate statement of the estimated cost of the work for which proposals must be advertised under NDCC Section 40-22-19; and (2) a separate statement of all other items of estimated cost not included under subsection (1) which are anticipated to be included in the cost of the improvement under NDCC Sections 40-23-05 and 40-23.1-04. Such engineer’s report has been received by the City and is hereby approved.

3. The Board of City Commissioners hereby declares that it is necessary to make the improvements described in the engineer’s report. The engineer’s report and a map of the City showing the proposed improvement district is attached hereto and incorporated herein by reference.

Dated this 21st day of November 2023.

\_\_\_\_\_  
Scott Decker, President  
Board of City Commissioners

ATTEST:

\_\_\_\_\_  
Dustin Dassinger  
Dickinson City Administrator

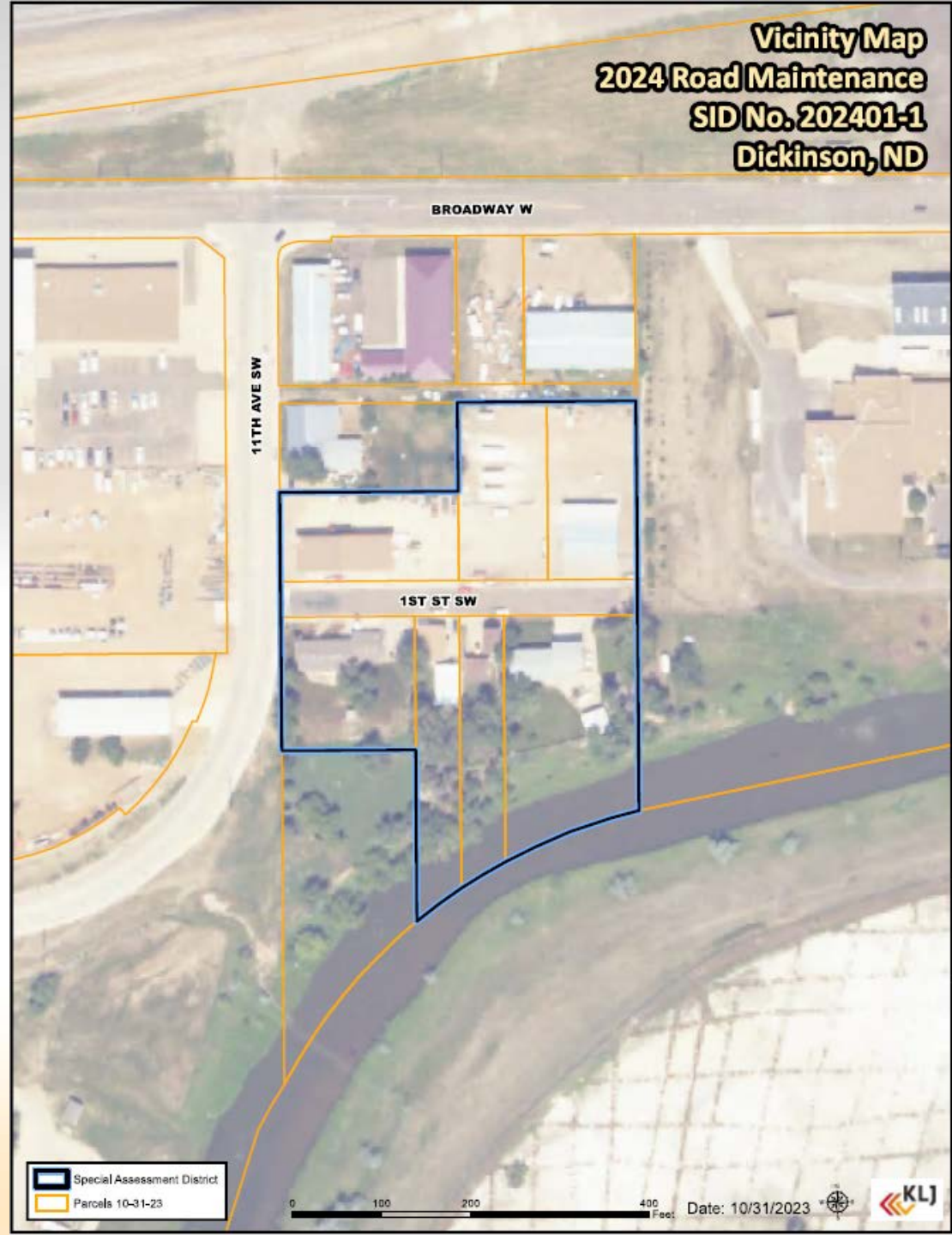
# 2024 Road Maintenance

## Special Improvement Districts & Preliminary Engineering Report



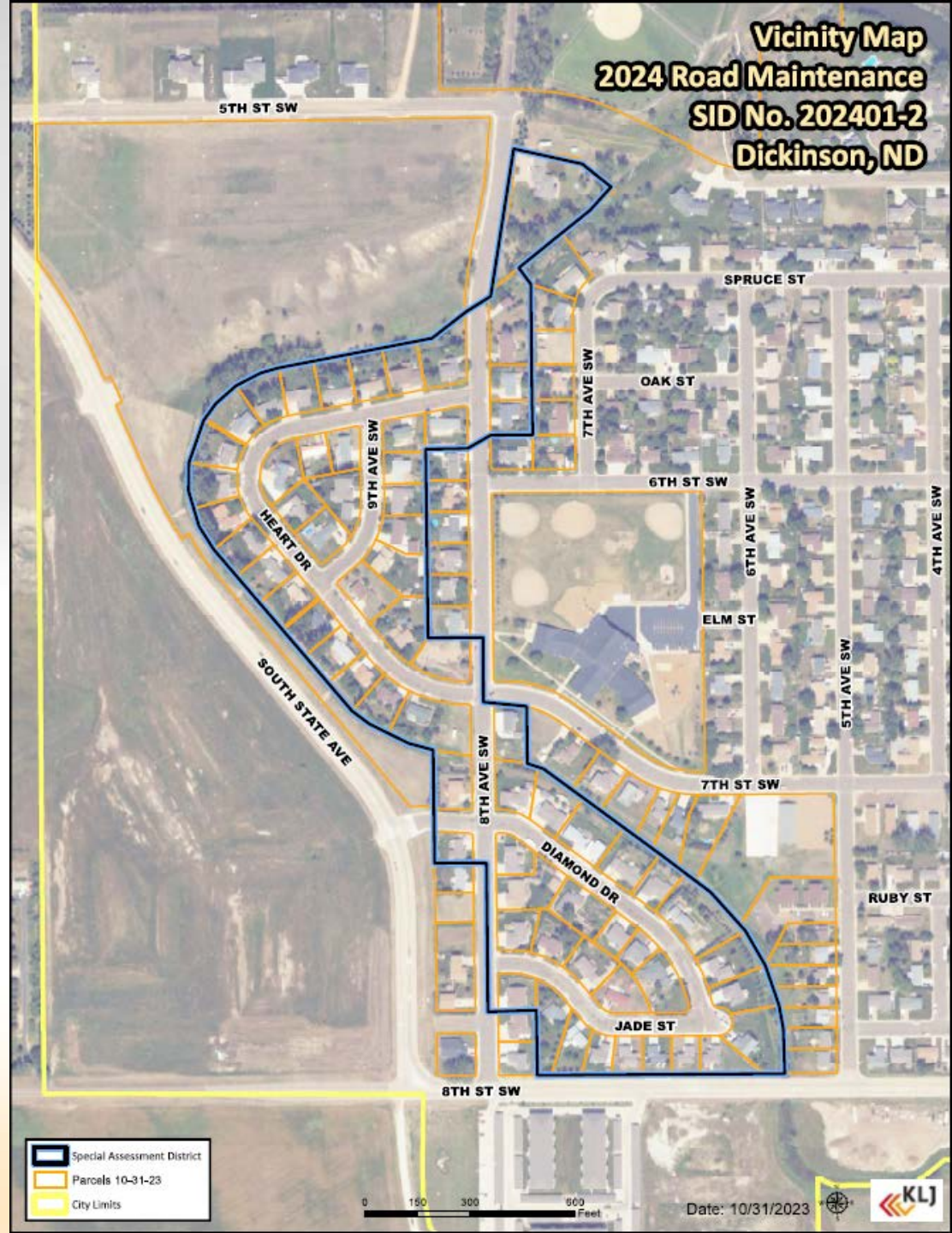


# SID No. 202401-1



Section 7. Item C.

# SID No. 202401-2



Section 7. Item C.



# Estimated Cost

Only assessed areas are included in the estimate.



## ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

Section 7. Item C.

DICKINSON 2024 ROAD MAINTENANCE (CITY PROJECT NO. 202401)  
CITY OF DICKINSON, NORTH DAKOTA

Item No.	Description	Unit	Total Quantity	Unit Cost	Total Sum
1	MOBILIZATION & CONTRACT BOND	LS	1	\$ 181,061.00	\$ 181,061.00
2*	REMOVAL OF CONCRETE	SY	986	\$ 32.00	\$ 31,552.00
3*	REMOVAL OF CURB & GUTTER	LF	4,014	\$ 8.00	\$ 32,112.00
4	REMOVAL OF BITUMINOUS SURFACING	SY	9,319	\$ 13.00	\$ 121,147.00
5	GEOSYNTHETIC MATERIAL TYPE R1	SY	9,304	\$ 4.50	\$ 41,868.00
6	AGGREGATE BASE COURSE - CL. 5	CY	3,104	\$ 100.00	\$ 310,400.00
7*	CURB & GUTTER	LF	4,014	\$ 60.00	\$ 240,840.00
8*	CONCRETE SIDEWALK	SY	1,003	\$ 115.00	\$ 115,345.00
9*	CONCRETE DRIVEWAY 6IN	SY	157	\$ 145.00	\$ 22,765.00
10	CONCRETE VALLEY GUTTER	SY	220	\$ 215.00	\$ 47,300.00
11	DETECTABLE WARNING PANEL	SF	90	\$ 40.00	\$ 3,600.00
12	MILLING PAVEMENT SURFACE	SY	13,768	\$ 5.00	\$ 68,840.00
13	ADJUST MANHOLE	EA	21	\$ 2,250.00	\$ 47,250.00
14	ADJUST GATE VALVE BOX	EA	12	\$ 925.00	\$ 11,100.00
15	ADJUST INLET	EA	4	\$ 500.00	\$ 2,000.00
16	ASPHALT REPAIR	TON	2,070	\$ 190.00	\$ 393,300.00
17	ASPHALT PAVEMENT	TON	1,832	\$ 160.00	\$ 293,120.00
18	FLAGGING	MH	290	\$ 60.00	\$ 17,400.00
19	TRAFFIC CONTROL	LS	1	\$ 65,000.00	\$ 65,000.00
Construction Subtotal					\$ 2,046,000.00

5% Contingency \$ 102,300.00  
**Opinion of Construction Cost \$ 2,148,300.00**

\*Eligible for special assessment

November 15, 2023  
 KLJ Project No. 2304-01041





ENGINEERING, REIMAGINED

# PRELIMINARY ENGINEERING REPORT

City of Dickinson 2024 Road Maintenance  
Special Improvement District

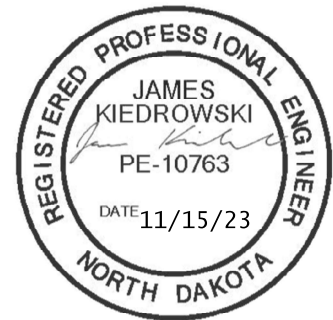
SID No. 202401-1

SID No. 202401-2

November 15, 2023

Prepared for:

City of Dickinson Engineering Department



City Project No. 202401  
KLJ Project No. 2304-01041

### ***Background, Proposed Improvements and Project Areas***

The two proposed Special Improvement Districts (SID) are part of the 2024 Road Maintenance project, identified as City of Dickinson project number 202401. The project is included in the City's 2024 budget and is based on results of a May 2019 Pavement Management Report (PMR), which was an extensive assessment of all City streets that included a pavement condition rating and recommended priority street improvements.

The improvements associated with the 2024 Road Maintenance project were vetted by City staff with assistance by KLJ. The primary objective is street asphalt pavement rehabilitation and full-depth reconstruction in accordance with PMR recommendations. In addition, the project will include concrete pavement consisting of curb, gutter, sidewalk, driveway and accessibility ramp construction adjacent to the asphalt streets being re-paved.

Through a series of field visits, preliminary estimates and management discussions there were eight different zones identified throughout the City as potential project areas. These areas primarily include pavement ratings varying from satisfactory to very poor after conducting engineering evaluations. After reviewing these recommended zones, the City's engineering staff informed KLJ of the discussion to proceed with zones 7, 8 and 9 based on available budget. Zone 7 was the only zone to be associated with a SID, as zones 8 and 9 are strictly along collector routes which are typically not assessed. Later revisions added 1<sup>st</sup> St SW between 11<sup>th</sup> Ave SW and the water treatment plant as a second SID.

### ***Justification***

The primary objective of project 202401 is to repair deteriorated streets, particularly asphalt pavement, as well as related work to fix adjacent curb, gutter, driveway approaches, sidewalk and accessibility ramps. Street repairs will include mill and overlay along with full-depth repairs where the road section has failed. Existing road widths will be retained. The design criteria meet the City's objectives for typical pavement repair as well as correcting pedestrian accessibility deficiencies where practical.

Creating each SID is in accordance with the City's Special Assessment Policy (see Appendix 1) approved by the City Commission on December 17, 2019. The Policy gives the City authority to assess for constructing sidewalks, curb and gutter, and driveway aprons in conjunction with street maintenance projects. As such, the SIDs will include removal and replacement of concrete as shown in the appendices.

In accordance with the Special Assessment Policy, adding new sidewalk is not feasible in some areas due to constructability and right-of-way constraints.

### ***Schedule and Opinion of Cost***

Construction is scheduled for summer of 2024, with the bid opening anticipated for February-March, 2024.

The preliminary opinion of probable construction cost for the road maintenance work within the two SIDs are summarized in Appendix 2, while specific assessments for the SID to individual parcels are shown in Appendices 3 and 4.

### ***SID Maps and Assessment Tables***

Information pertaining to each SID is shown in Appendices 3 and 4. Each appendix includes an overall layout showing the related subdivisions and adjacent streets, plan view drawings showing proposed improvements on each parcel, as well as assessment tables for each parcel in the SID.

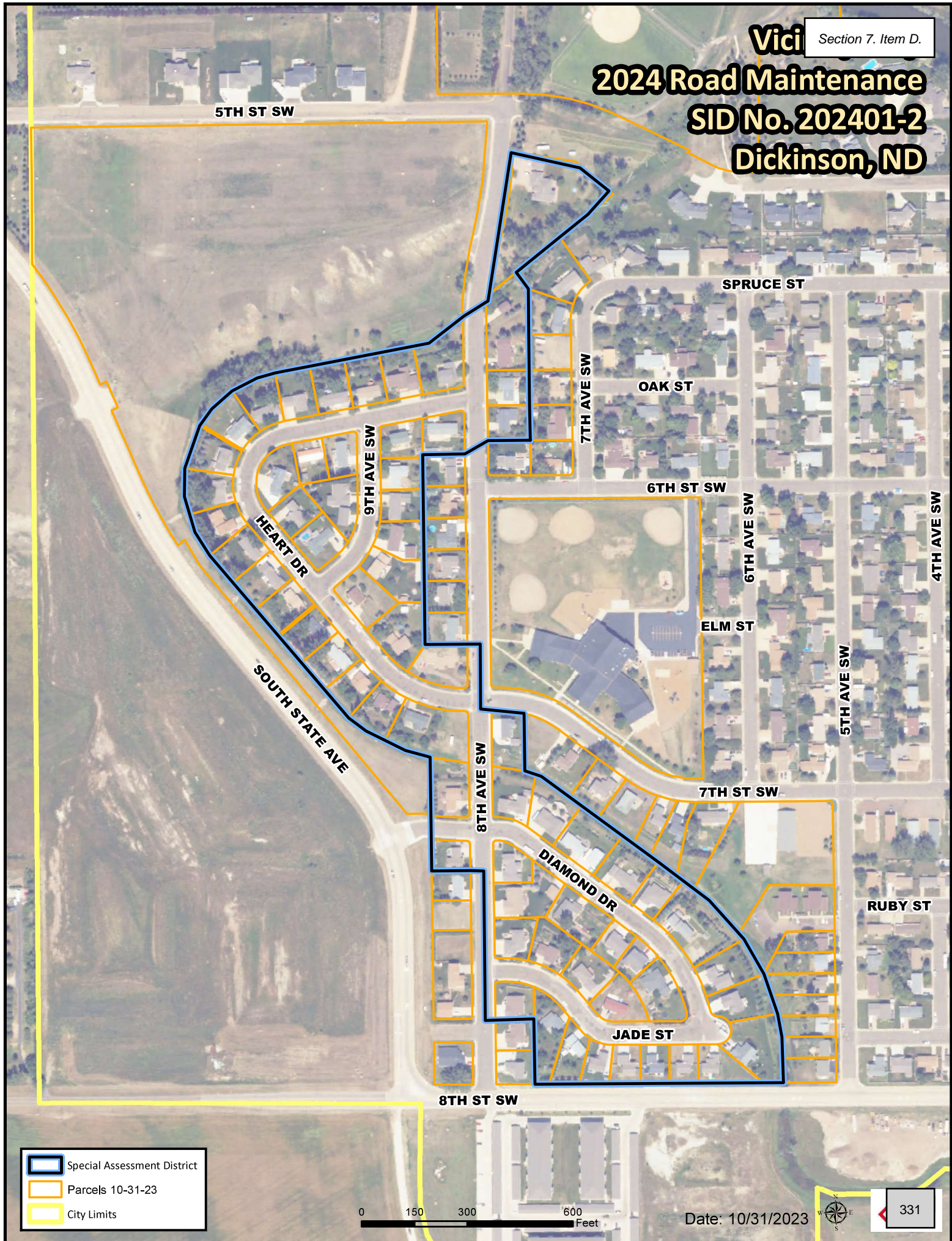
### ***List of Appendices***

1. City of Dickinson Special Assessment Policy
2. Engineer's Opinion of Probable Construction Cost
3. SID No. 202401-1 Packet: District Map, Plan Drawings and Assessment Table
4. SID No. 202401-2 Packet: District Map, Plan Drawings and Assessment Table





# 2024 Road Maintenance SID No. 202401-2 Dickinson, ND



# APPENDIX 1

## City of Dickinson Special Assessment Policy



**RESOLUTION NO. 39 - 2019**

**A RESOLUTION DECLARING A SPECIAL ASSESSMENT POLICY FOR COSTS FOR SIDEWALKS, CURB AND GUTTER IMPROVEMENTS**

WHEREAS, the City of Dickinson intends to perform routine maintenance projects on asphalt and concrete streets, and

WHEREAS, the City of Dickinson has a limited amount of funding available to perform maintenance projects, and

WHEREAS the City of Dickinson has the legal authority to assess costs for sidewalks and curb and gutter improvements to properties within the City Of Dickinson pursuant to N.D.C.C. Section 40-31-06 and Municipal Code Section 33.04.180.

NOW, THEREFORE, it is hereby resolved by the Board of City Commissioners, as follows:

1. There is hereby created a special assessment policy for street maintenance projects.
2. Sidewalk and curb and gutter improvements made in conjunction with the street maintenance projects will be assessed to the adjacent landowners except in the following conditions:
  - a. On corner lots, through the entirety of the radius around the corner.
  - b. Where otherwise satisfactory curb and gutter or sidewalk need to be replaced because of work being done on the street project, including lighting and signing.
  - c. Where curb and gutter or sidewalk about the back lot line of a property
  - d. Where at the discretion of the City Engineer, sidewalk installation is not feasible.
3. Of the eligible costs in Section 2, one hundred percent (100%) will be assessed to the benefitting properties.
4. The costs of assessments shall be paid by the benefitting properties over a ten (10) year term at a rate of 1.5% over the then current market interest rate at the time of construction.

NOW, THEREFORE, BE IT RESOLVED that the Board of City Commissioners of the City of Dickinson, North Dakota creates a special assessment policy for street maintenance projects.

Dated this 17th day of December 2019.

  
 \_\_\_\_\_  
 Scott Decker, President  
 Board of City Commissioners

ATTEST:  
  
 \_\_\_\_\_  
 Joseph Gaa, Dickinson City Administrator

# APPENDIX 2

## Engineer's Opinion of Probable Construction Cost

## ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

DICKINSON 2024 ROAD MAINTENANCE (CITY PROJECT NO. 202401)  
CITY OF DICKINSON, NORTH DAKOTA

Item No.	Description	Unit	Total Quantity	Unit Cost	Total Sum
1	MOBILIZATION & CONTRACT BOND	LS	1	\$ 181,061.00	\$ 181,061.00
2*	REMOVAL OF CONCRETE	SY	986	\$ 32.00	\$ 31,552.00
3*	REMOVAL OF CURB & GUTTER	LF	4,014	\$ 8.00	\$ 32,112.00
4	REMOVAL OF BITUMINOUS SURFACING	SY	9,319	\$ 13.00	\$ 121,147.00
5	GEOSYNTHETIC MATERIAL TYPE R1	SY	9,304	\$ 4.50	\$ 41,868.00
6	AGGREGATE BASE COURSE - CL. 5	CY	3,104	\$ 100.00	\$ 310,400.00
7*	CURB & GUTTER	LF	4,014	\$ 60.00	\$ 240,840.00
8*	CONCRETE SIDEWALK	SY	1,003	\$ 115.00	\$ 115,345.00
9*	CONCRETE DRIVEWAY 6IN	SY	157	\$ 145.00	\$ 22,765.00
10	CONCRETE VALLEY GUTTER	SY	220	\$ 215.00	\$ 47,300.00
11	DETECTABLE WARNING PANEL	SF	90	\$ 40.00	\$ 3,600.00
12	MILLING PAVEMENT SURFACE	SY	13,768	\$ 5.00	\$ 68,840.00
13	ADJUST MANHOLE	EA	21	\$ 2,250.00	\$ 47,250.00
14	ADJUST GATE VALVE BOX	EA	12	\$ 925.00	\$ 11,100.00
15	ADJUST INLET	EA	4	\$ 500.00	\$ 2,000.00
16	ASPHALT REPAIR	TON	2,070	\$ 190.00	\$ 393,300.00
17	ASPHALT PAVEMENT	TON	1,832	\$ 160.00	\$ 293,120.00
18	FLAGGING	MH	290	\$ 60.00	\$ 17,400.00
19	TRAFFIC CONTROL	LS	1	\$ 65,000.00	\$ 65,000.00
<b>Construction Subtotal</b>					<b>\$ 2,046,000.00</b>

5% Contingency	\$ 102,300.00
<b>Opinion of Construction Cost</b>	<b>\$ 2,148,300.00</b>

\*Eligible for special assessment

November 15, 2023  
KLJ Project No. 2304-01041







# APPENDIX 3

SID No. 202401-1 Packet:  
District Map, Plan Drawings and  
Assessment Table



**LEGEND**

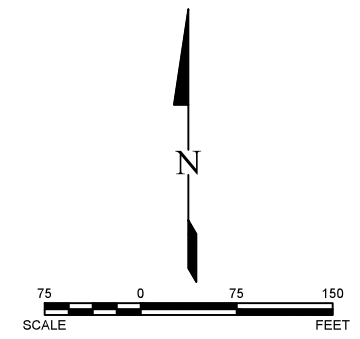
-  SID (SPECIAL IMPROVEMENT DISTRICT) BOUNDARY
-  POLENSKY SUBDIVISION

**WEST BROADWAY**

**11TH AVE SW**

**2ND ST SW**

**1ST ST SW**

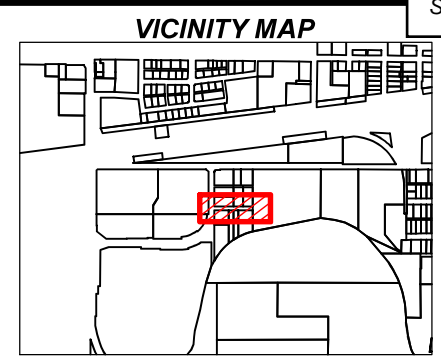
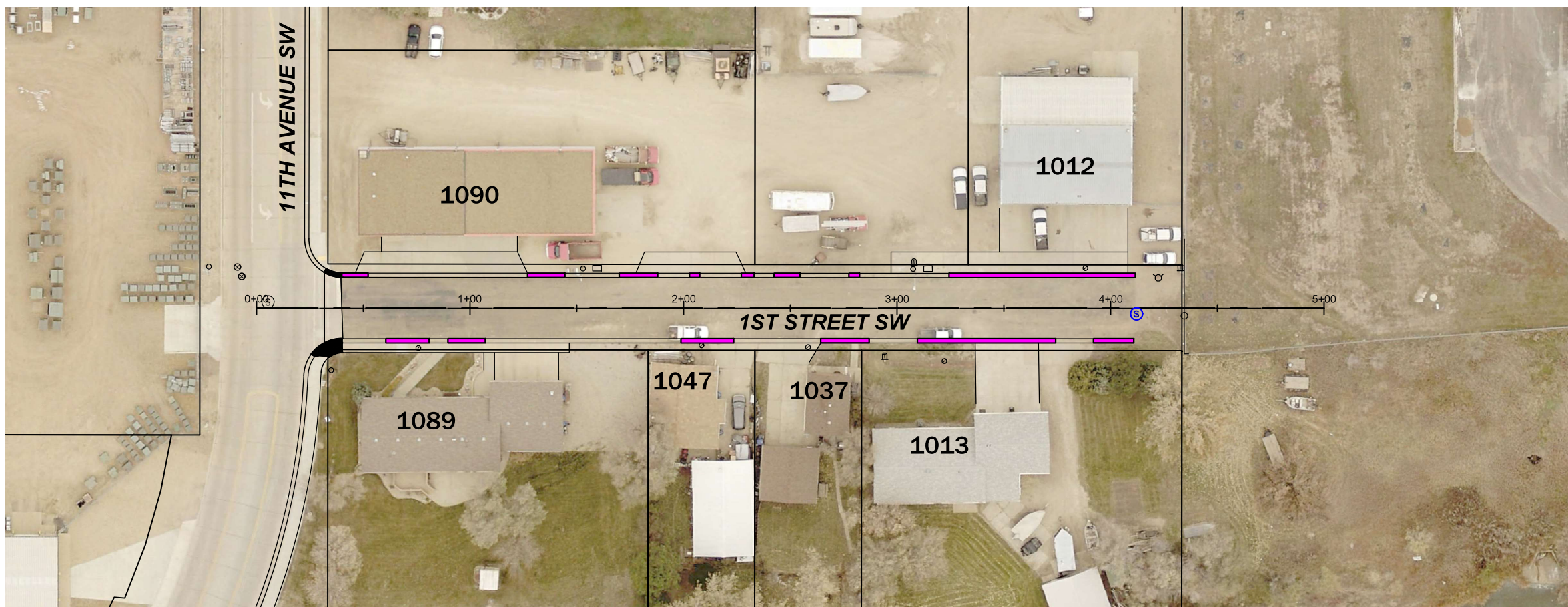


NO.	DATE	REVISION

DRAFTED	JSK
REVIEWED	AJK
PROJECT NUMBER	2304-01041
ISSUE DATE	11/15/2023

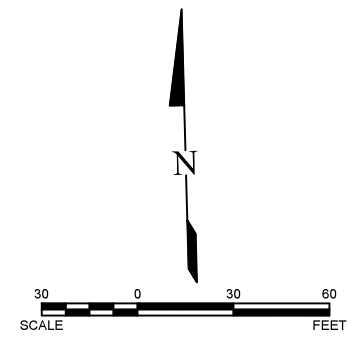
**2024 ROAD MAINTENANCE**  
 CITY OF DICKINSON  
 DICKINSON, NORTH DAKOTA  
**SID NO. 202401-1 - DISTRICT MAP**

SHEET  
**1**



**LEGEND**

- MATCH LINE
- SID CONCRETE SIDEWALK
- SID CONCRETE DRIVEWAY 6"
- SID CURB & GUTTER
- NON-SID CONCRETE
- ⊗ EXISTING GATE VALVE
- Ⓢ Ⓣ EXISTING MANHOLE
- EXISTING INLET



NO.	DATE	REVISION

DRAFTED  
JSK  
REVIEWED  
AK  
PROJECT NUMBER  
2304-01041  
ISSUE DATE  
11/15/2023

**2024 ROAD MAINTENANCE**  
CITY OF DICKINSON  
DICKINSON, NORTH DAKOTA  
SID NO. 202401-1 - 1ST STREET SW

SHEET  
60-1

DICKINSON 2024 ROAD MAINTENANCE (202401)										
SID NO. 202401-1										
COST PER LOT BY CONCRETE IMPROVEMENTS ADJACENT TO PROPERTY										
PARCEL ID	OWNER	HOUSE #	STREET	LEGAL	REMOVAL OF CONCRETE (SY)	REMOVAL OF CURB & GUTTER (LF)	CURB & GUTTER (LF)	CONCRETE SIDEWALK (SY)	CONCRETE DRIVEWAY 6IN (SY)	TOTAL ASSESSMENT BY PARCEL
1340-0100-0403	TWIN CITY ROOFING & MTL OF MANDAN, INC.	1090	1ST STREET SW	W200' LOT 4, BLOCK 1, POLENSKY	0.0	58.0	58.0	0.0	0.0	\$ 3,944.00
1340-0100-0401	WBA PROPERTIES LLC	-	1ST STREET SW	W100' E200' LOT 3, W100' E200' LOT 4, BLOCK 1, POLENSKY	0.0	26.0	26.0	0.0	0.0	\$ 1,768.00
1340-0100-0302	WBA PROPERTIES LLC	1012	1ST STREET SW	E100' LOTS 3 & 4, BLOCK 1, POLENSKY	0.0	78.0	78.0	0.0	0.0	\$ 5,304.00
1340-0100-0501	POLENSKY, WILBUR D. & BEVERLY A.	1089	1ST STREET SW	150' X 150' NW CORNER LOT 5, BLOCK 1, POLENSKY	0.0	37.5	37.5	0.0	0.0	\$ 2,550.00
1340-0100-0505	BILLMAN, JOSEPH & DARLENE OLSSON (LE)MELGAARD, TABATHA	1047	1ST STREET SW	E50' W200' LOT 5, BLOCK 1, POLENSKY	0.0	24.5	24.5	0.0	0.0	\$ 1,666.00
1340-0100-0503	LUPTAK, STEVEN A.	1037	1ST STREET SW	W50' E200' LOT 5, BLOCK 1, POLENSKY	0.0	19.0	19.0	0.0	0.0	\$ 1,292.00
1340-0100-0502	GUNWALL, RONALD B.	1013	1ST STREET SW	E150' LOT 5, BLOCK 1, POLENSKY	0.0	87.0	87.0	0.0	0.0	\$ 5,916.00
<b>ZONE TOTALS:</b>					<b>0.0</b>	<b>330.0</b>	<b>330.0</b>	<b>0.0</b>	<b>0.0</b>	<b>\$ 22,440.00</b>




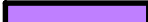
# APPENDIX 4

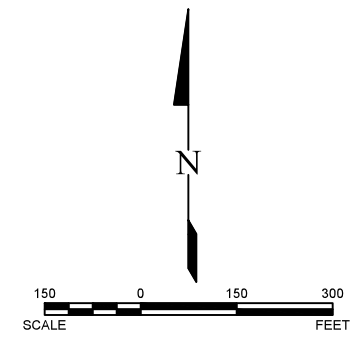
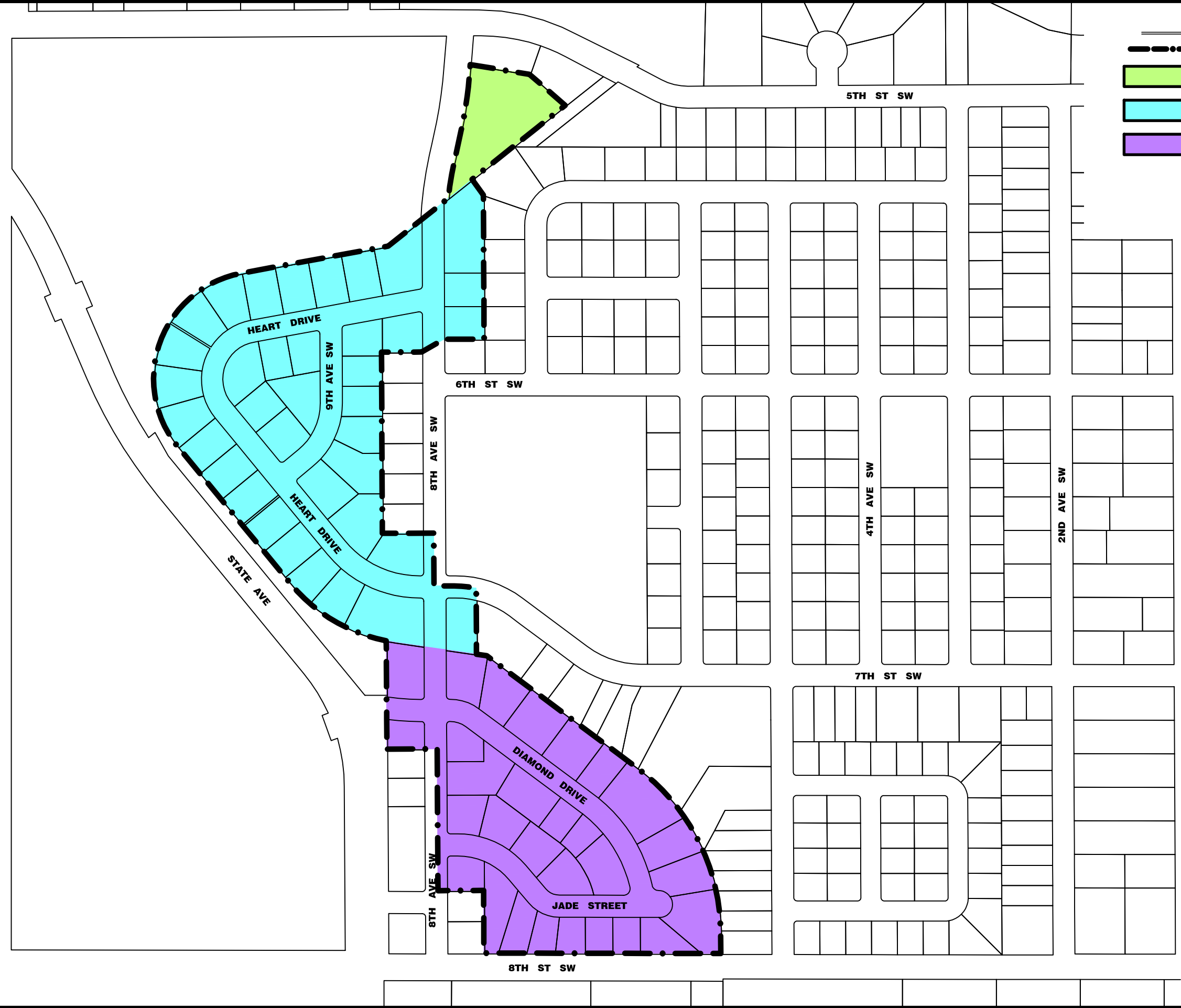
SID No. 202401-2 Packet:  
District Map, Plan Drawings and  
Assessment Table





**LEGEND**

-  SID (SPECIAL IMPROVEMENT DISTRICT) BOUNDARY
-  MJB SUBDIVISION
-  HEART RIVER THIRD SUBDIVISION
-  HEART RIVER FOURTH SUBDIVISION



NO.	DATE	REVISION

DRAFTED	JSK
REVIEWED	AJK
PROJECT NUMBER	2304-01041
ISSUE DATE	11/15/2023

**2024 ROAD MAINTENANCE**  
 CITY OF DICKINSON  
 DICKINSON, NORTH DAKOTA  
 SID NO. 202401-2 - DISTRICT MAP

SHEET  
 1



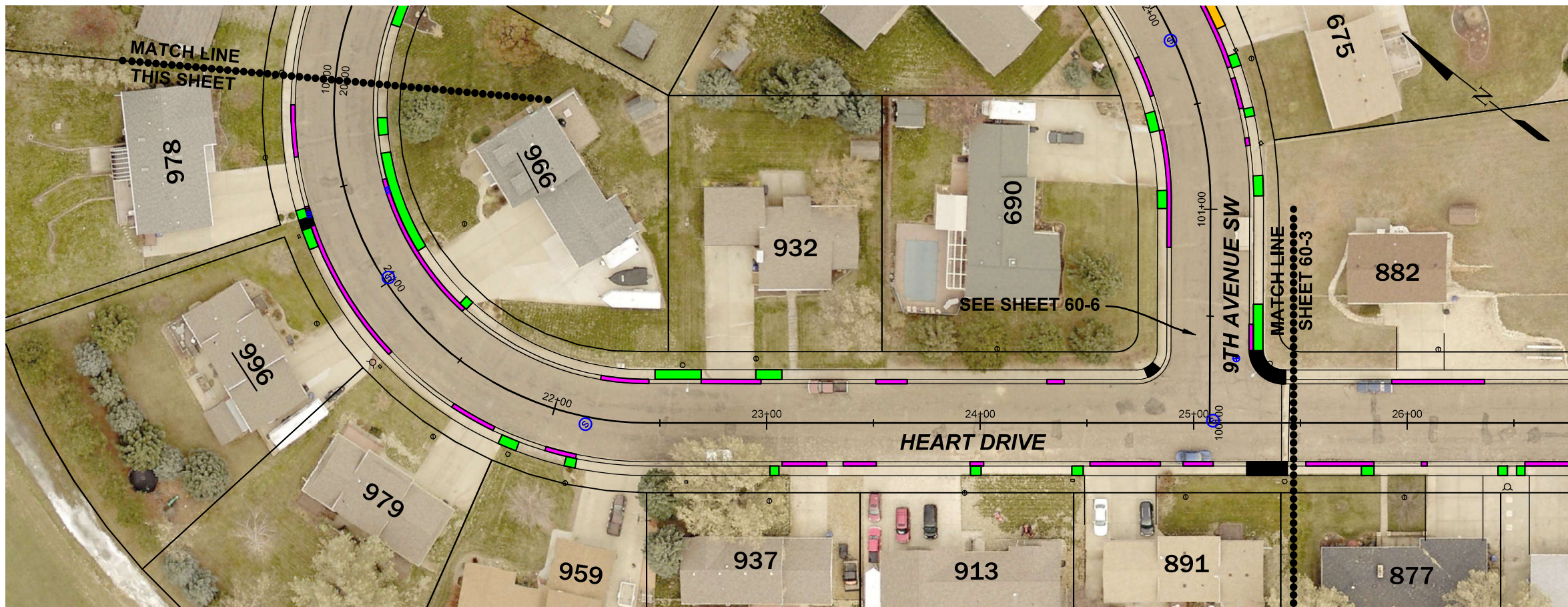
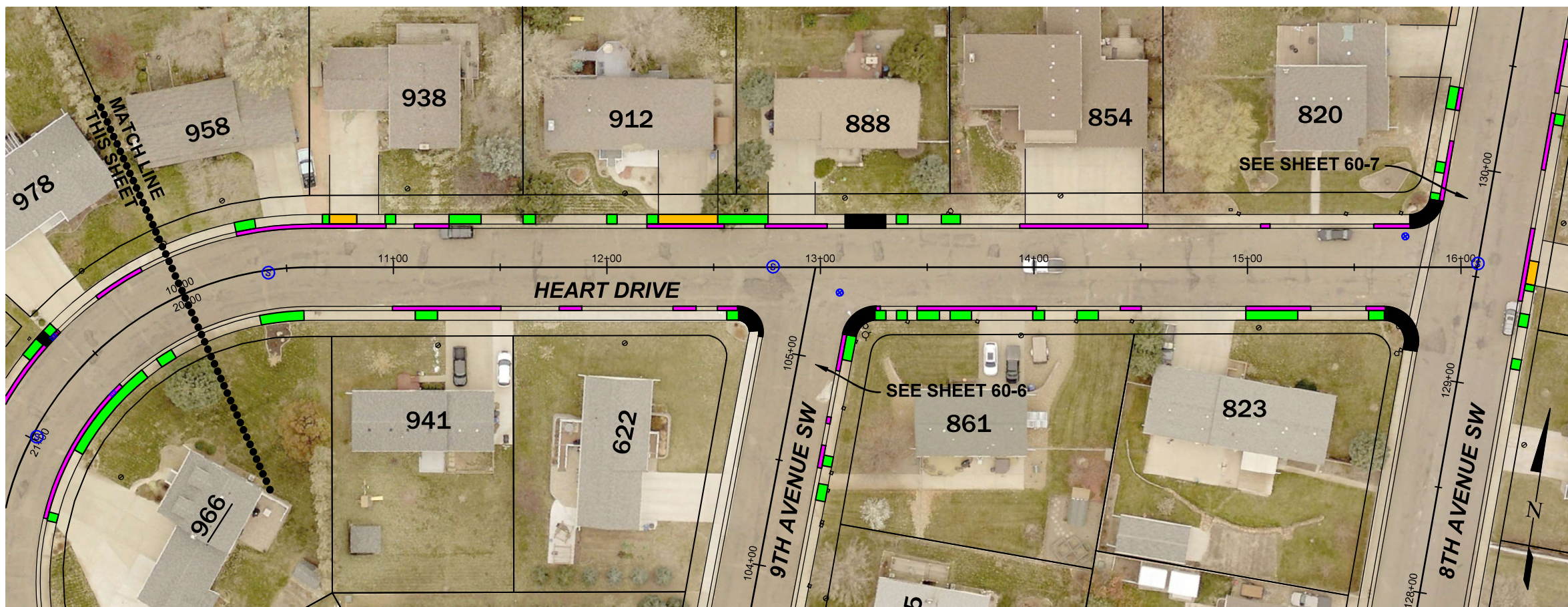


VICINITY MAP



LEGEND

- MATCH LINE
- █ SID CONCRETE SIDEWALK
- █ SID CONCRETE DRIVEWAY 6"
- █ SID CURB & GUTTER
- █ NON-SID CONCRETE
- ⊗ EXISTING GATE VALVE
- Ⓢ Ⓣ EXISTING MANHOLE
- Ⓛ EXISTING INLET

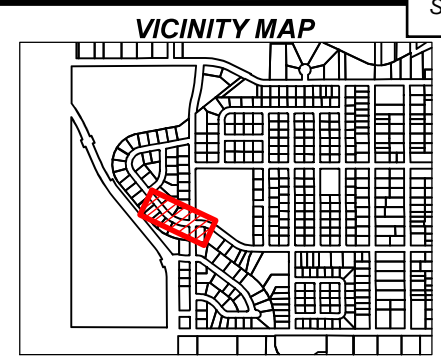
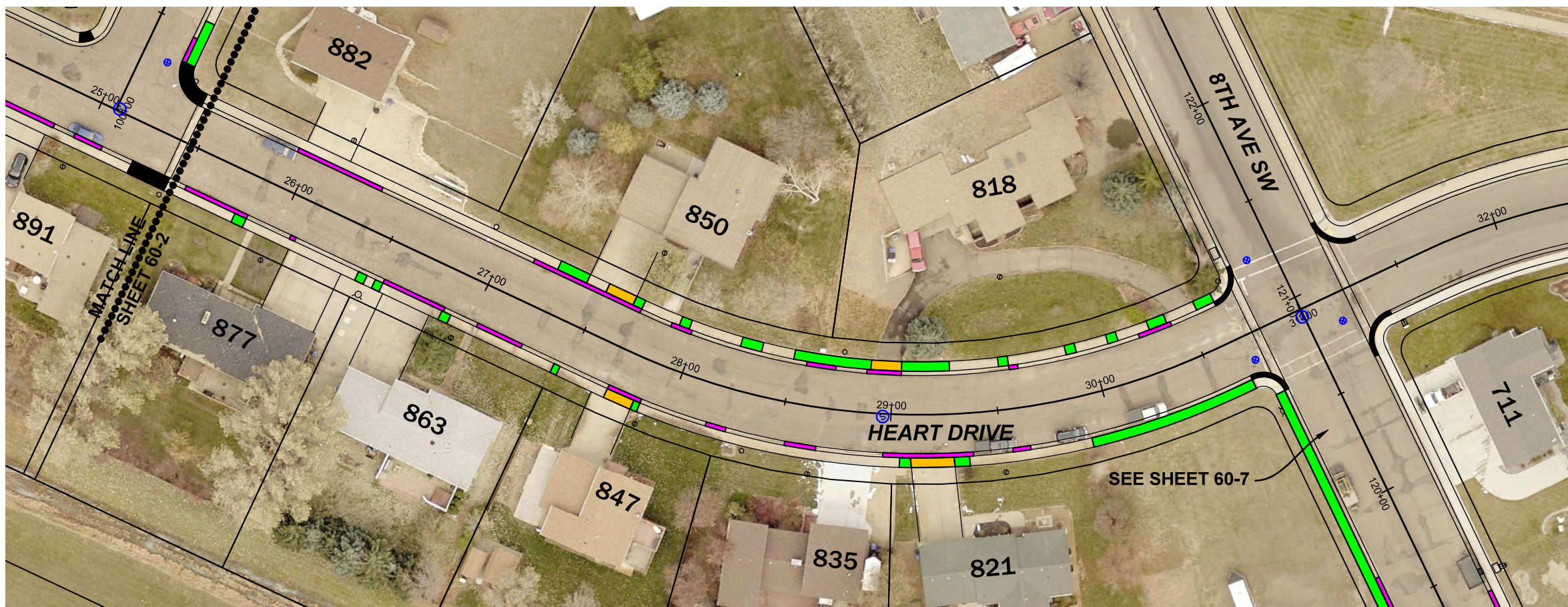


NO.	DATE	REVISION
		DRAFTED JSK
		REVIEWED AK
		PROJECT NUMBER 2304-01041
		ISSUE DATE 11/15/2023

**2024 ROAD MAINTENANCE**  
 CITY OF DICKINSON  
 DICKINSON, NORTH DAKOTA  
**SID NO. 202401-2 - HEART DRIVE (1)**

SHEET  
**60-2**

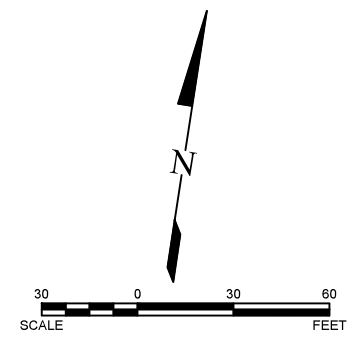




**LEGEND**

- MATCH LINE
- █ SID CONCRETE SIDEWALK
- █ SID CONCRETE DRIVEWAY 6"
- █ SID CURB & GUTTER
- █ NON-SID CONCRETE
- ⊗ EXISTING GATE VALVE
- Ⓢ Ⓣ EXISTING MANHOLE
- Ⓜ EXISTING INLET

REVISION	NO.	DATE
DRAFTED	JSK	
REVIEWED	AK	
PROJECT NUMBER	2304-01041	
ISSUE DATE	11/15/2023	



**2024 ROAD MAINTENANCE**  
 CITY OF DICKINSON  
 DICKINSON, NORTH DAKOTA  
 SID NO. 202401-2 - HEART DRIVE (2)

SHEET  
**60-3**





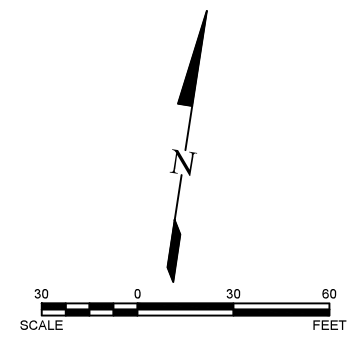
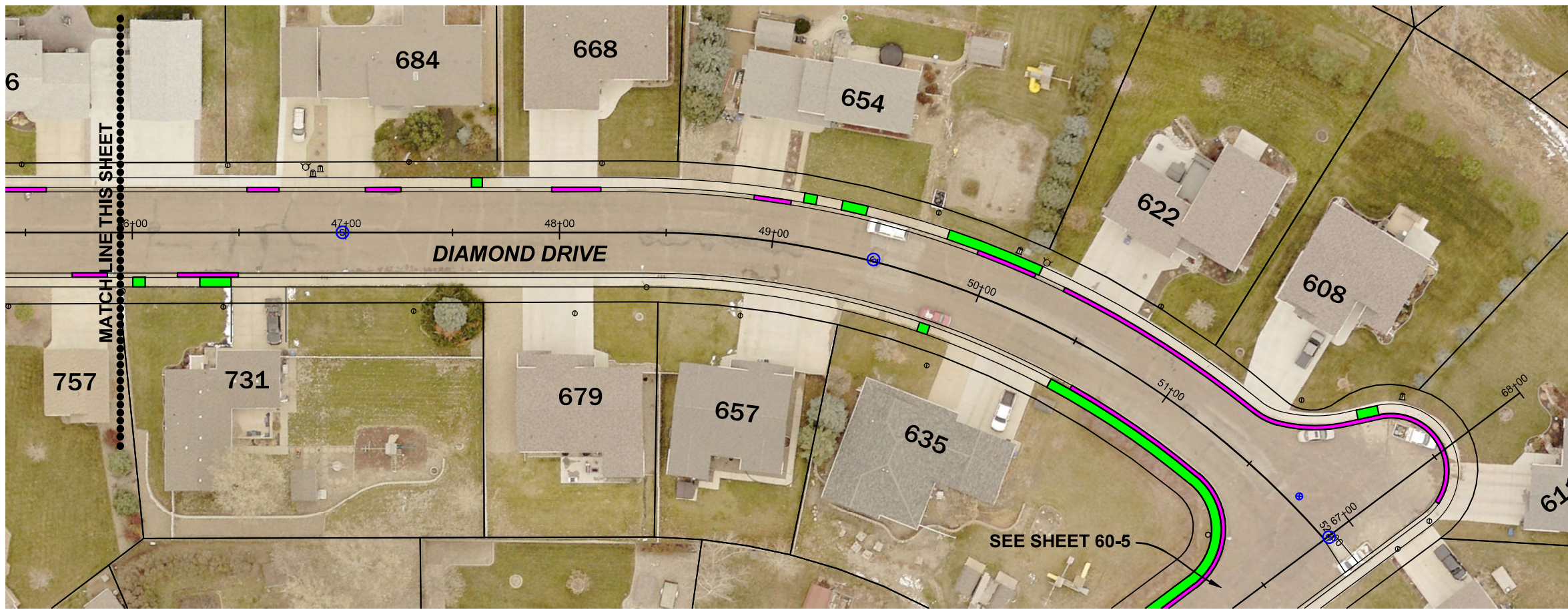
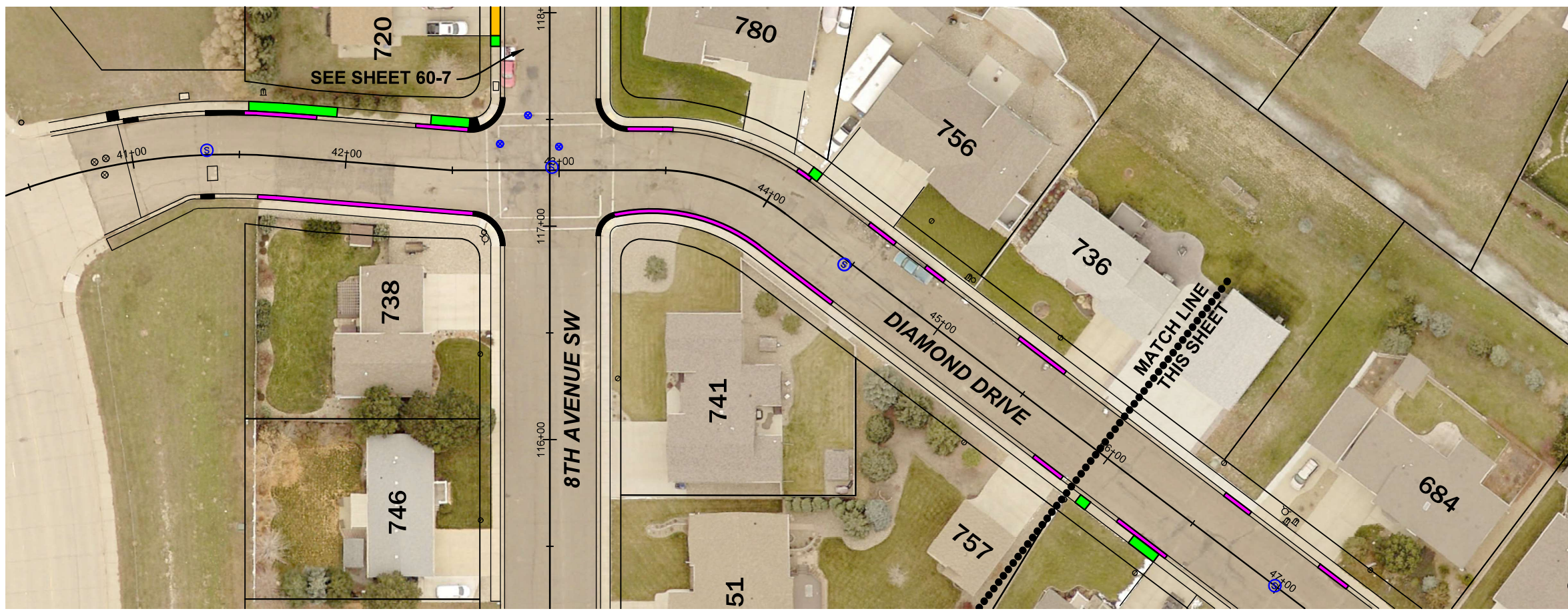
VICINITY MAP



LEGEND

- MATCH LINE
- █ SID CONCRETE SIDEWALK
- █ SID CONCRETE DRIVEWAY 6"
- █ SID CURB & GUTTER
- █ NON-SID CONCRETE
- ⊗ EXISTING GATE VALVE
- Ⓢ Ⓣ EXISTING MANHOLE
- Ⓛ EXISTING INLET

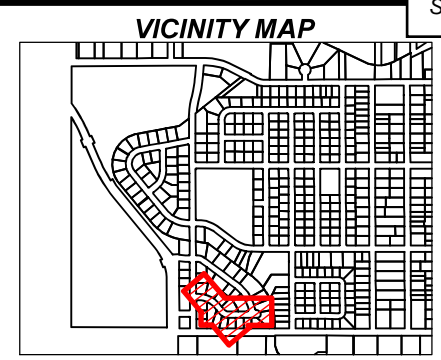
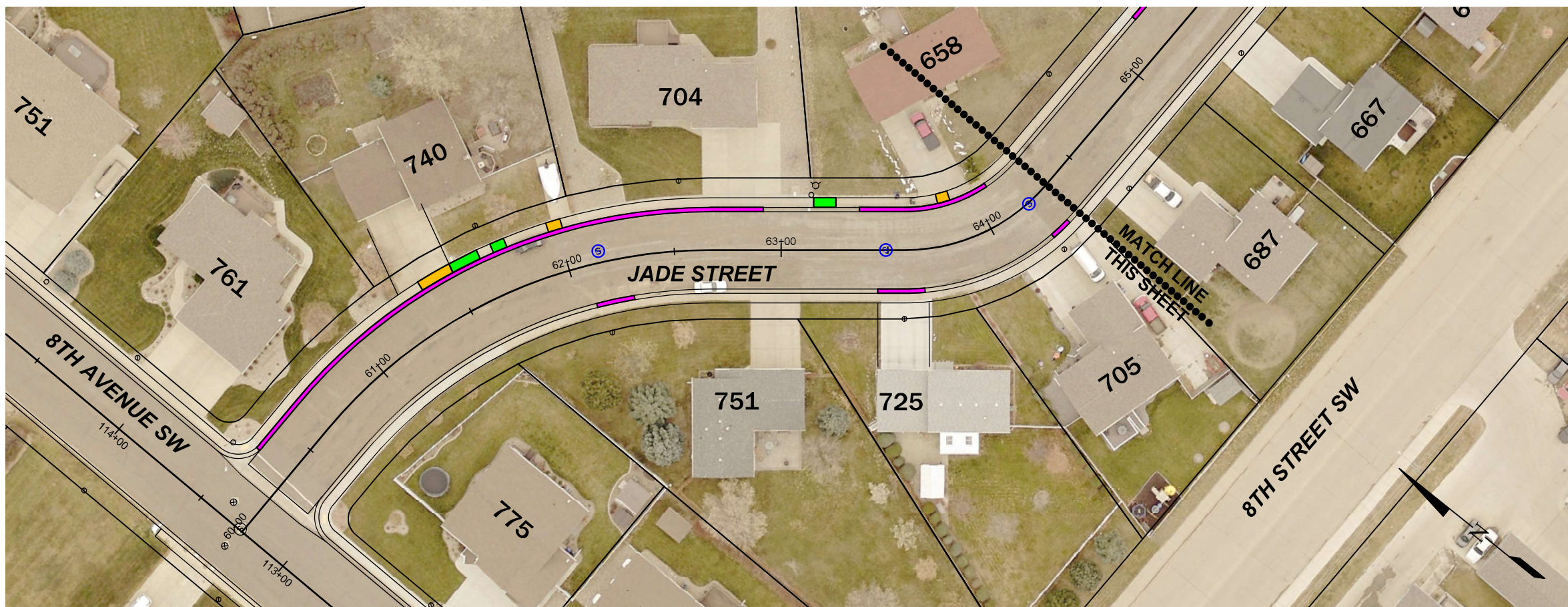
NO.	DATE	REVISION
		DRAFTED JSK
		REVIEWED AK
		PROJECT NUMBER 2304-01041
		ISSUE DATE 11/15/2023



**2024 ROAD MAINTENANCE**  
 CITY OF DICKINSON  
 DICKINSON, NORTH DAKOTA  
 SID NO. 202401-2 - DIAMOND DRIVE

SHEET  
**60-4**

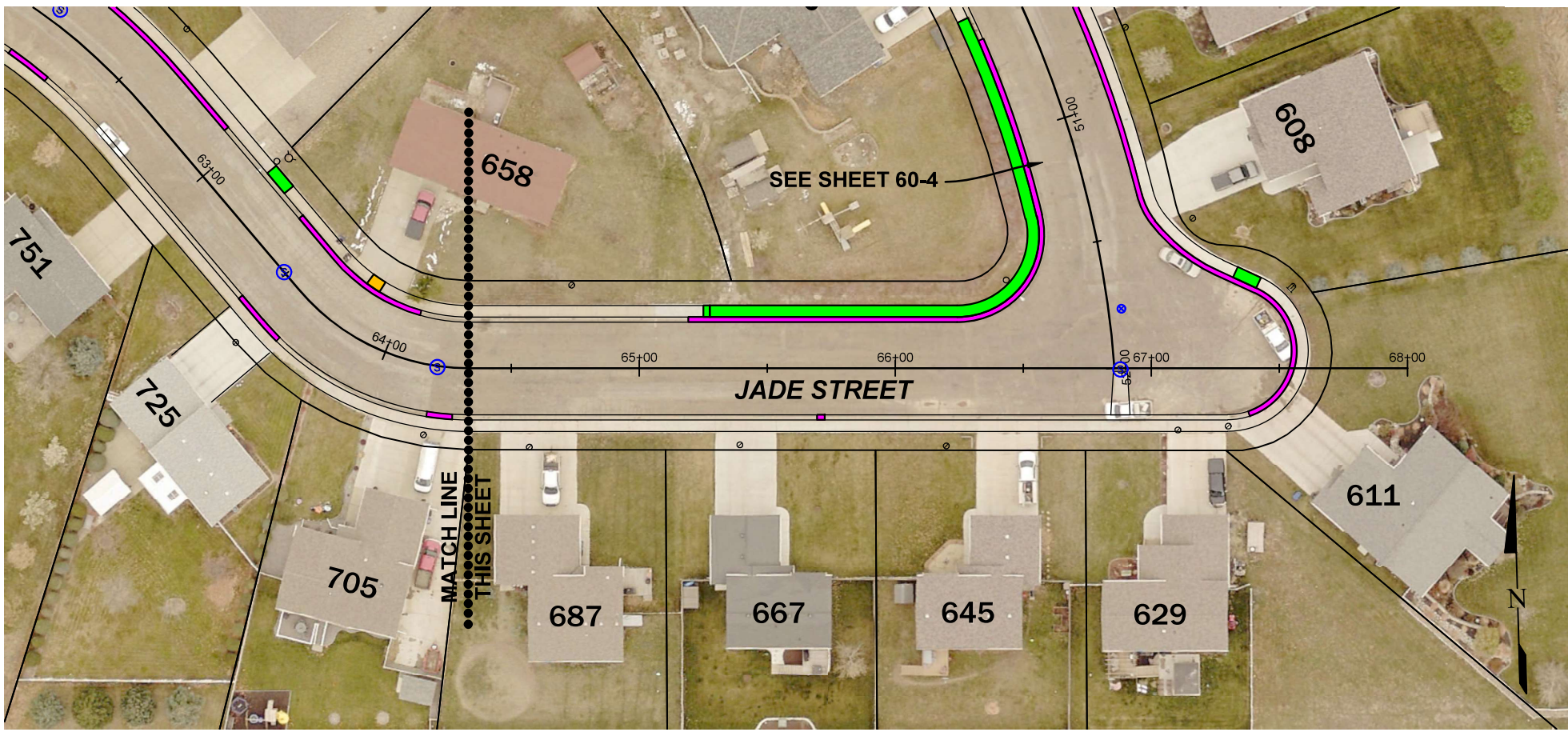




LEGEND

- MATCH LINE
- █ SID CONCRETE SIDEWALK
- █ SID CONCRETE DRIVEWAY 6"
- █ SID CURB & GUTTER
- █ NON-SID CONCRETE
- ⊗ EXISTING GATE VALVE
- Ⓢ Ⓣ EXISTING MANHOLE
- Ⓜ EXISTING INLET

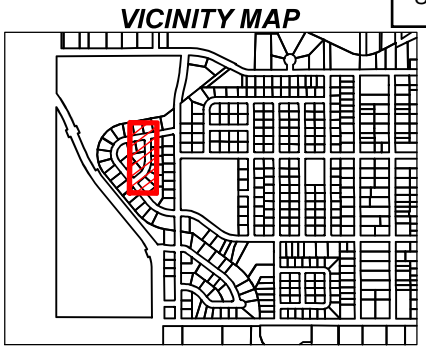
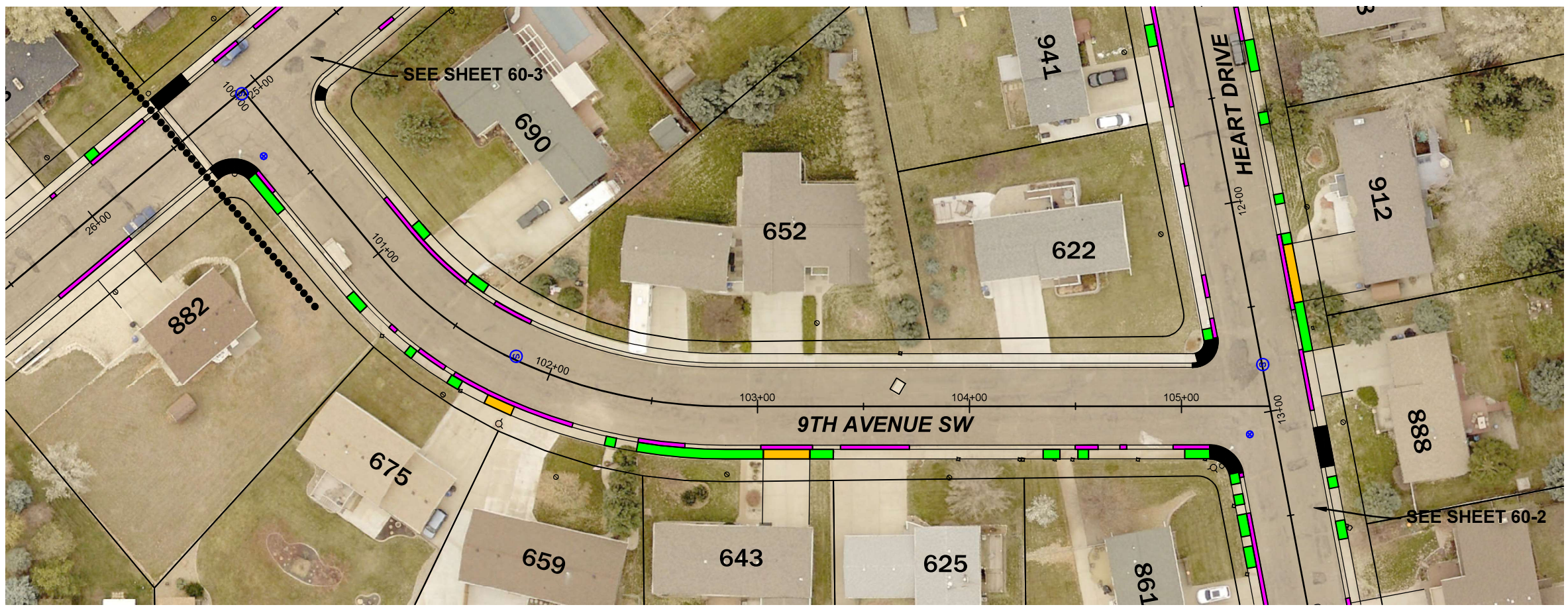
NO.	DATE	REVISION
		DRAFTED JSK
		REVIEWED AK
		PROJECT NUMBER 2304-01041
		ISSUE DATE 11/15/2023



**2024 ROAD MAINTENANCE**  
 CITY OF DICKINSON  
 DICKINSON, NORTH DAKOTA  
 SID NO. 202401-2 - JADE STREET

SHEET  
 60-5



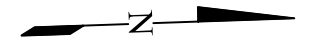


**LEGEND**

- MATCH LINE
- SID CONCRETE SIDEWALK
- SID CONCRETE DRIVEWAY 6"
- SID CURB & GUTTER
- NON-SID CONCRETE
- EXISTING GATE VALVE
- EXISTING MANHOLE
- EXISTING INLET

NO.	DATE	REVISION

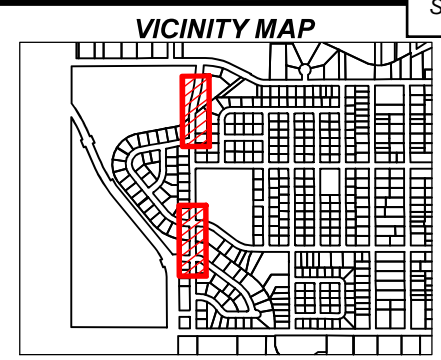
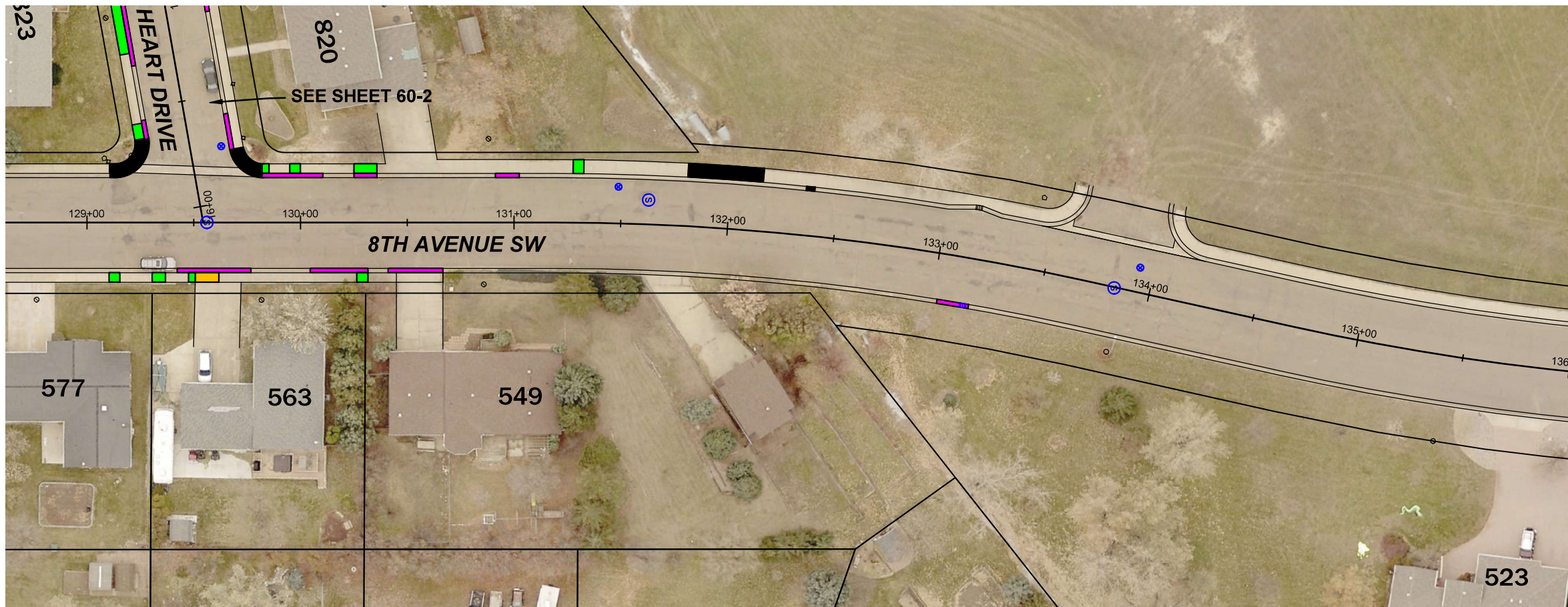
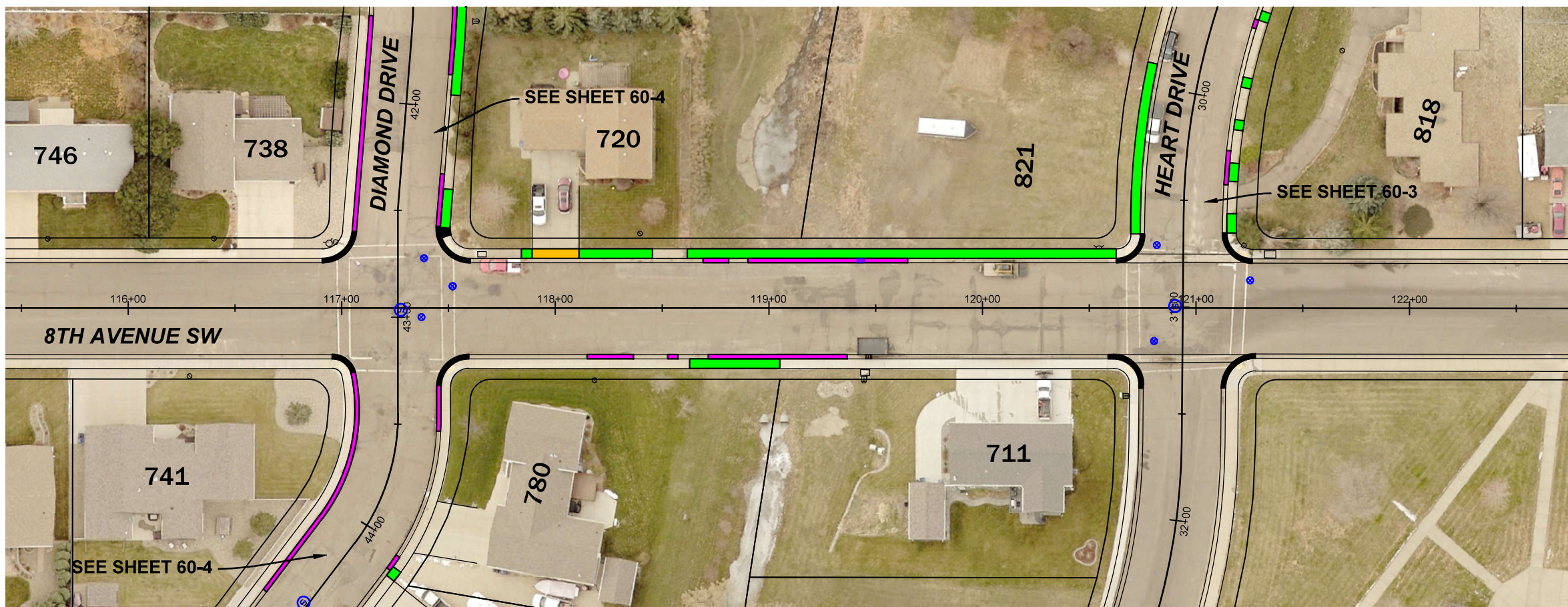
DRAFTED  
JSK  
REVIEWED  
AK  
PROJECT NUMBER  
2304-01041  
ISSUE DATE  
11/15/2023



**2024 ROAD MAINTENANCE**  
CITY OF DICKINSON  
DICKINSON, NORTH DAKOTA  
SID NO. 202401-2 - 9TH AVENUE SW

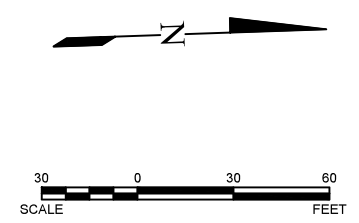
SHEET  
60-6





**LEGEND**

- MATCH LINE
- █ SID CONCRETE SIDEWALK
- █ SID CONCRETE DRIVEWAY 6"
- █ SID CURB & GUTTER
- █ NON-SID CONCRETE
- ⊗ EXISTING GATE VALVE
- Ⓢ Ⓣ EXISTING MANHOLE
- EXISTING INLET



REVISION	NO.	DATE
DRAFTED	JKS	
REVIEWED	AK	
PROJECT NUMBER	2304-01041	
ISSUE DATE	11/15/2023	

**2024 ROAD MAINTENANCE**  
 CITY OF DICKINSON  
 DICKINSON, NORTH DAKOTA  
 SID NO. 202401-2 - 8TH AVENUE SW

SHEET  
 60-7



DICKINSON 2024 ROAD MAINTENANCE (202401)

SID NO. 202401-2

COST PER LOT BY CONCRETE IMPROVEMENTS ADJACENT TO PROPERTY

PARCEL ID	OWNER	HOUSE #	STREET	LEGAL	REMOVAL OF CONCRETE (SY)	REMOVAL OF CURB & GUTTER (LF)	CURB & GUTTER (LF)	CONCRETE SIDEWALK (SY)	CONCRETE DRIVEWAY 6IN (SY)	TOTAL ASSESSMENT BY PARCEL
1440-2000-0600	FRANKL, LYLE L. & LOIS M.	958	HEART DRIVE	LOT 6, BLOCK 20, HEART RIVER 3RD SUBDIVISION	4.8	34.5	34.5	4.8	0.0	\$ 3,051.60
1440-2000-0500	LIEN, KEVIN & TERRI	938	HEART DRIVE	LOT 5, BLOCK 20, HEART RIVER 3RD SUBDIVISION	18.0	52.0	52.0	11.7	6.3	\$ 6,371.00
1440-2000-0400	WOLFE, DEBRA	912	HEART DRIVE	LOT 4, BLOCK 20, HEART RIVER 3RD SUBDIVISION	26.1	36.0	36.0	12.2	13.9	\$ 6,701.70
1440-2000-0300	BRAUN, LONDELL J	888	HEART DRIVE	LOT 3, BLOCK 20, HEART RIVER 3RD SUBDIVISION	12.1	29.0	29.0	12.1	0.0	\$ 3,750.70
1440-2000-0200	MAHER, JEFFERY D. & ROBERTA A.	854	HEART DRIVE	LOT 2, BLOCK 20, HEART RIVER 3RD SUBDIVISION	2.4	60.0	60.0	2.4	0.0	\$ 4,432.80
1440-2000-0100	MACLEAN, RONALD SCOTT & JUDY MARIE	820	HEART DRIVE	LOT 1, BLOCK 20, HEART RIVER 3RD SUBDIVISION	12.8	71.0	71.0	12.8	0.0	\$ 6,709.60
1440-1900-0400	SLINDE, KERRY D. & PATRICIA A.	966	HEART DRIVE	LOT 4, BLOCK 19, HEART RIVER 3RD SUBDIVISION	43.7	95.0	95.0	43.7	0.0	\$ 12,883.90
1440-1900-0300	PROPERTY OWNER	941	HEART DRIVE	LOT 3, BLOCK 19, HEART RIVER 3RD SUBDIVISION	5.2	50.5	50.5	5.2	0.0	\$ 4,198.40
1440-1900-0200	CARLSON, GRANT P. & SARAH B.	622	9TH AVENUE SW	LOT 2, BLOCK 19, HEART RIVER 3RD SUBDIVISION	2.4	30.5	30.5	2.4	0.0	\$ 2,426.80
1440-1800-0900	BAILEY, CORY & CINDY	861	HEART DRIVE	LOT 9, BLOCK 18, HEART RIVER 3RD SUBDIVISION	35.0	95.5	95.5	35.0	0.0	\$ 11,639.00
1440-1800-0800	FILKOWSKI, DONALD & LINDA	823	HEART DRIVE	LOT 8, BLOCK 18, HEART RIVER 3RD SUBDIVISION	15.8	42.0	42.0	15.8	0.0	\$ 5,178.60
1440-1900-0500	LENGOWSKI, WILLIAM J. & SUSAN	932	HEART DRIVE	LOT 5, BLOCK 19, HEART RIVER 3RD SUBDIVISION	13.8	31.0	31.0	13.8	0.0	\$ 4,136.60
1440-1900-0600	HOFLAND, ARLAN & GAYLE	690	9TH AVENUE SW	LOT 6, BLOCK 19, HEART RIVER 3RD SUBDIVISION	8.9	80.5	80.5	8.9	0.0	\$ 6,782.30
1440-2000-0700	RICE, JAMES E. & MARY A.	978	HEART DRIVE	LOT 7, BLOCK 20, HEART RIVER 3RD SUBDIVISION	2.0	29.0	29.0	2.0	0.0	\$ 2,266.00
1440-2000-0800	DORNER, CHRISTOPHER G. & ROSEANA M.	996	HEART DRIVE	LOT 8, BLOCK 20, HEART RIVER 3RD SUBDIVISION	4.8	66.5	66.5	4.8	0.0	\$ 5,227.60
1440-2000-0900	TOWNSEND, ROBERT A. & JULIE A.	979	HEART DRIVE	LOT 9, BLOCK 20, HEART RIVER 3RD SUBDIVISION	0.4	25.5	25.5	0.4	0.0	\$ 1,792.80
1440-2000-1000	MESSER, TODD ANTHONY	959	HEART DRIVE	LOT 10, BLOCK 20, HEART RIVER 3RD SUBDIVISION	7.0	14.5	14.5	7.0	0.0	\$ 2,015.00
1440-2000-1100	DUKART, TIMOTHY J. & CINDY R.	937	HEART DRIVE	LOT 11, BLOCK 20, HEART RIVER 3RD SUBDIVISION	2.1	28.5	28.5	2.1	0.0	\$ 2,246.70
1440-2000-1200	ELSNER, RANDY G. & SUSAN M.	913	HEART DRIVE	LOT 12, BLOCK 20, HEART RIVER 3RD SUBDIVISION	2.9	14.0	14.0	2.9	0.0	\$ 1,378.30
1440-2000-1300	FERDERER, WAYNE & BEVERLY J.	891	HEART DRIVE	LOT 13, BLOCK 20, HEART RIVER 3RD SUBDIVISION	2.7	47.0	47.0	2.7	0.0	\$ 3,592.90
1440-1800-1400	HANKS, DAVID J. & KIMBERLY M.	882	HEART DRIVE	LOT 14, BLOCK 18, HEART RIVER 3RD SUBDIVISION	15.3	56.5	56.5	15.3	0.0	\$ 6,091.10
1440-1800-1500	HAUCK, JACOB G.	850	HEART DRIVE	LOT 15, BLOCK 18, HEART RIVER 3RD SUBDIVISION	32.6	75.5	75.5	25.6	7.0	\$ 10,136.20
1440-1800-0100	PRESTON, TYLER J.	818	HEART DRIVE	LOT 1, BLOCK 18, HEART RIVER 3RD SUBDIVISION	44.1	40.0	40.0	37.0	7.1	\$ 9,415.70
1440-2000-1400	SAHLSTROM, EDWARD N. & MARILYN T.	877	HEART DRIVE	LOT 14, BLOCK 20, HEART RIVER 3RD SUBDIVISION	3.6	34.5	34.5	3.6	0.0	\$ 2,875.20
1440-2000-1500	ZIETZ, DALE R. & DIANA	863	HEART DRIVE	LOT 15, BLOCK 20, HEART RIVER 3RD SUBDIVISION	5.9	54.5	54.5	5.9	0.0	\$ 4,573.30
1440-2000-1600	LINDBO, CONNIE LYN	847	HEART DRIVE	LOT 16, BLOCK 20, HEART RIVER 3RD SUBDIVISION	9.9	23.0	23.0	3.1	6.8	\$ 3,223.30
1440-2000-1700	LEWIS, NICHOLAS	835	HEART DRIVE	IRREGULAR PLAT LOT 17A, BLOCK 20, HEART RIVER 3RD SUBDIVISION	0.0	23.0	23.0	0.0	0.0	\$ 1,564.00
1440-2000-1800	STAFFORD, SHANNON & DARCY	821	HEART DRIVE	IRREGULAR PLAT LOT 18B, BLOCK 20, HEART RIVER 3RD SUBDIVISION	16.6	96.5	96.5	120.4	10.2	\$ 22,418.20
1440-2000-2000	SMITH, SPENCER TRAVIS	720	8TH AVENUE SW	LOT 20, BLOCK 20, HEART RIVER 4TH SUBDIVISION	60.2	95.5	95.5	75.9	11.0	\$ 18,743.90
1440-2100-0100	TURTLE, JOSEPH M. & VICKI L.	780	DIAMOND DRIVE	LOT 1, BLOCK 21, HEART RIVER 4TH SUBDIVISION	1.6	88.5	88.5	22.7	0.0	\$ 8,679.70
1440-2100-0200	PRAUS, DELVIN E. & MELISSA	756	DIAMOND DRIVE	LOT 2, BLOCK 21, HEART RIVER 4TH SUBDIVISION	1.1	26.0	26.0	1.1	0.0	\$ 1,929.70
1440-2100-0300	JURGENS, DARYL M. & PAULA A.	736	DIAMOND DRIVE	TRACT 3A, ALL LOT 3 & PORTION OF LOT 4, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	27.0	27.0	0.0	0.0	\$ 1,836.00
1440-2100-0500	NORDENG, PHYLLIS E.	684	DIAMOND DRIVE	TRACT 4A, PORTION OF LOT 4 & ALL LOT 5, BLOCK 21, HEART RIVER 4TH SUBDIVISION	2.6	31.5	31.5	2.6	0.0	\$ 2,524.20
1440-2100-0600	PIOTROWSKI, CHARLES L. & LARAE K.	668	DIAMOND DRIVE	LOT 6, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	23.0	23.0	0.0	0.0	\$ 1,564.00
1440-2100-0700	LINDBO, DAVID D.	654	DIAMOND DRIVE	LOTS 7 & 8, BLOCK 21, HEART RIVER 4TH SUBDIVISION	9.0	46.5	46.5	32.2	0.0	\$ 7,153.00
1440-2100-0900	MURPHY, RUSSELL R. & MARCI	622	DIAMOND DRIVE	LOT 9, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	73.0	73.0	0.0	0.0	\$ 4,964.00
1440-2100-1000	KLATT, ALAN D. & CAROL A.	608	DIAMOND DRIVE	LOT 10, BLOCK 21, HEART RIVER 4TH SUBDIVISION	5.0	107.5	107.5	5.0	0.0	\$ 8,045.00
1440-2500-0600	JACKSON, ETHAN W.	738	8TH AVENUE SW	LOT 6, BLOCK 25, HEART RIVER 4TH SUBDIVISION	0.0	101.0	101.0	0.0	0.0	\$ 6,868.00
1440-2400-0800	MCINTOSH, MICHAEL H. & KELLI J.	741	8TH AVENUE SW	LOT 8, BLOCK 24, HEART RIVER 4TH SUBDIVISION	0.0	114.0	114.0	0.0	0.0	\$ 7,752.00
1440-2400-0900	DORVAL, LOUIS J. & GEORGETTE C.	751	8TH AVENUE SW	LOTS 7 & 9, BLOCK 24, HEART RIVER 4TH SUBDIVISION	0.0	16.5	16.5	0.0	0.0	\$ 1,122.00
1440-2400-0500	RHODE, JARED D. & SARA M.	731	DIAMOND DRIVE	LOTS 5 & 6, BLOCK 24, HEART RIVER 4TH SUBDIVISION	10.2	28.5	28.5	10.2	0.0	\$ 3,437.40
1440-2400-0400	ZARAK, JORDAN	679	DIAMOND DRIVE	LOT 4, BLOCK 24, HEART RIVER 4TH SUBDIVISION	0.0	0.0	0.0	0.0	0.0	\$ -
1440-2400-0300	HECKER, JACOB	657	DIAMOND DRIVE	LOT 3, BLOCK 24, HEART RIVER 4TH SUBDIVISION	0.0	0.0	0.0	0.0	0.0	\$ -
1440-2400-0200	DALEY, DALE & CARMELITA	635	DIAMOND DRIVE	LOTS 1 & 2, BLOCK 24, HEART RIVER 4TH SUBDIVISION	2.4	220.0	220.0	114.1	0.0	\$ 28,158.30
1440-2400-1000	BRUSSEAU, JUDEEN & DELORES	761	8TH AVENUE SW	LOT 10, BLOCK 24, HEART RIVER 4TH SUBDIVISION	0.0	90.0	90.0	0.0	0.0	\$ 6,120.00
1440-2400-1100	WATTERS, MATTHEW	740	JADE STREET	LOT 11, BLOCK 24, HEART RIVER 4TH SUBDIVISION	22.3	94.5	94.5	10.6	11.8	\$ 10,069.60
1440-2400-1200	WETZEL, GILLIS E.	704	JADE STREET	LOT 12, BLOCK 24, HEART RIVER 4TH SUBDIVISION	0.0	89.5	89.5	0.0	0.0	\$ 6,086.00
1440-2400-1300	HICKS, BOYD M.	658	JADE STREET	LOT 13, BLOCK 24, HEART RIVER 4TH SUBDIVISION	9.3	78.0	78.0	10.7	2.9	\$ 7,252.60
1440-2100-2000	RICHARD, MICHELLE E. & JASON M.	775	8TH AVENUE SW	LOT 20, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	0.0	0.0	0.0	0.0	\$ -
1440-2100-1900	WYCKOFF, TERRY L. & JEANETTE R.	751	JADE STREET	LOT 19, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	18.0	18.0	0.0	0.0	\$ 1,224.00
1440-2100-1800	DUKART, XAVIER M. & KAREN J.	725	JADE STREET	LOT 18, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	22.0	22.0	0.0	0.0	\$ 1,496.00
1440-2100-1700	DECKER, WADE A.	705	JADE STREET	LOT 17, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	10.0	10.0	0.0	0.0	\$ 680.00
1440-2100-1600	CARSON, JOSH	687	JADE STREET	LOT 16, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	0.0	0.0	0.0	0.0	\$ -
1440-2100-1500	RUFFIN, SARAH A.	667	JADE STREET	LOT 15, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	4.0	4.0	0.0	0.0	\$ 272.00
1440-2100-1400	BUTLER, JOSHUA & KORI	645	JADE STREET	LOT 14, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	0.0	0.0	0.0	0.0	\$ -
1440-2100-1300	AIJALA, JESSICA	629	JADE STREET	LOT 13, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	0.0	0.0	0.0	0.0	\$ -
1440-2100-1100	HUGHES, CORY & AMY	611	JADE STREET	LOT 11, BLOCK 21, HEART RIVER 4TH SUBDIVISION	0.0	48.0	48.0	0.0	0.0	\$ 3,264.00
1440-1900-0100	KADRMAS, MYRON & GAYLE	652	9TH AVENUE SW	LOT 1, BLOCK 19, HEART RIVER 3RD SUBDIVISION	0.0	14.0	14.0	0.0	0.0	\$ 952.00
1440-1800-1300	WANNER, JORDON R.	675	9TH AVENUE SW	LOT 13, BLOCK 18, HEART RIVER 3RD SUBDIVISION	10.7	47.5	47.5	5.0	5.7	\$ 4,973.90
1440-1800-1200	WILSON, AMANDA I. & TIMOTHY A.	659	9TH AVENUE SW	LOT 12, BLOCK 18, HEART RIVER 3RD SUBDIVISION	6.0	35.5	35.5	4.8	1.2	\$ 3,332.00

DICKINSON 2024 ROAD MAINTENANCE (202401)										
SID NO. 202401-2										
COST PER LOT BY CONCRETE IMPROVEMENTS ADJACENT TO PROPERTY										
PARCEL ID	OWNER	HOUSE #	STREET	LEGAL	REMOVAL OF CONCRETE (SY)	REMOVAL OF CURB & GUTTER (LF)	CURB & GUTTER (LF)	CONCRETE SIDEWALK (SY)	CONCRETE DRIVEWAY 6IN (SY)	TOTAL ASSESSMENT BY PARCEL
1440-1800-1100	FUENTES, PATRICIA ET-AL	643	9TH AVENUE SW	LOT 11, BLOCK 18, HEART RIVER 3RD SUBDIVISION	44.1	42.0	42.0	33.1	11.0	\$ 9,668.70
1440-1800-1000	WALLACE, GAIL	625	9TH AVENUE SW	LOT 10, BLOCK 18, HEART RIVER 3RD SUBDIVISION	0.0	32.5	32.5	0.0	0.0	\$ 2,210.00
1440-1700-0700	ROSHAU, KENNETH & CHERIE	711	8TH AVENUE SW	WEST PART LOT 7, BLOCK 17, HEART RIVER 3RD SUBDIVISION	0.0	31.5	31.5	0.0	0.0	\$ 2,142.00
1440-1100-2200	HEPPERLE, DEAN R. & LINDA	577	8TH AVENUE SW	LOT 22, BLOCK 11, HEART RIVER 3RD SUBDIVISION	2.4	0.0	0.0	2.4	0.0	\$ 352.80
1440-1100-2300	GRINSTEINNER, BILLIE JO & DAVID P.	563	8TH AVENUE SW	LOT 23, BLOCK 11, HEART RIVER 3RD SUBDIVISION	12.2	60.0	60.0	6.7	5.6	\$ 6,052.90
1440-1100-2400	GRISHKOWSKY, LEONA L & VANCE E	549	8TH AVENUE SW	LOTS 24 & 25, BLOCK 11, HEART RIVER 3RD SUBDIVISION	0.6	26.5	26.5	0.6	0.0	\$ 1,890.20
1441-0100-0301	ASENSIO, DANIEL & ASHLEY D.	523	8TH AVENUE SW	LOTS 3, 4 & 5, BLOCK 1, MJB SUBDIVISION, E1/2 UNPLATTED 9-139-96	0.0	15.0	15.0	0.0	0.0	\$ 1,020.00
<b>ZONE TOTALS:</b>					<b>550.6</b>	<b>3,093.0</b>	<b>3,093.0</b>	<b>751.3</b>	<b>100.5</b>	<b>\$ 328,915.20</b>

## ENGINEERING MEMORANDUM

November 15, 2023

RE: November 21, 2023 Engineering Agenda Item Memo for presentations by Loretta A. Marshik

**Resolution creating the 2024 Road Maintenance Special Improvement District No. 202401-2**

As previously mentioned, your packet includes the Preliminary Engineering Report (PER) for the upcoming 2024 Road Maintenance Project and two resolutions proposing the creation of Special Improvement District (SID) Numbers: 202401-1 and 202401-2.

SID No. 202401-2 addresses a location in the vicinity west of Heart River School as mentioned at the October 17<sup>th</sup> Commission Meeting. This includes parts of MJB, Heart River 3<sup>rd</sup> and Heart River 4<sup>th</sup> Subdivisions.

The city's engineering staff recommends the approval of Resolution \_\_-2024.

“Motion to (approve/deny) Resolution \_\_-2024 for the 2024 Road Maintenance Special Improvement District No. 202401-2.”

Upon approval of these resolutions, a 30-day protest period will commence starting November 29, 2023. In conjunction, a public information meeting is scheduled for Wednesday, December 13, 2023, from 4:30 to 6:00 pm at City Hall. We kindly request the presence of two commission members at this meeting to facilitate discussions with property owners.





**RESOLUTION NO.   -2024**

A RESOLUTION CREATING THE 2024 ROAD MAINTENANCE SPECIAL IMPROVEMENT DISTRICT NO. 202401-2, DIRECTING THE FILING OF AN ENGINEER’S REPORT REGARDING THE SAME, AND DECLARING THAT IT IS NECESSARY TO MAKE THE IMPROVEMENTS DESCRIBED THEREIN.

WHEREAS, the Board of City Commissioners of the City of Dickinson has considered the creation of a special assessment improvement district for certain street improvements in MJB Subdivision, Heart River Third Subdivision, and Heart River Fourth Subdivision, within the city limits of the City of Dickinson;

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners of the City of Dickinson, North Dakota, as follows:

1. The City of Dickinson hereby creates the 2024 Road Maintenance Special Improvement District No. 202401-2. Such special assessment improvement district shall include the following:

LOTS 3-5, BLOCK 1, MJB SUBDIVISION

LOTS 22-25, BLOCK 11, HEART RIVER THIRD SUBDIVISION  
WEST PART LOT 7, BLOCK 17, HEART RIVER THIRD SUBDIVISION  
BLOCK 18, HEART RIVER THIRD SUBDIVISION (except LOTS 2-7)  
BLOCK 19, HEART RIVER THIRD SUBDIVISION  
BLOCK 20, HEART RIVER THIRD SUBDIVISION

BLOCK 20, HEART RIVER FOURTH SUBDIVISION  
LOTS 1-11 & 13-20, BLOCK 21, HEART RIVER FOURTH SUBDIVISION  
BLOCK 24, HEART RIVER FOURTH SUBDIVISION  
LOT 6, BLOCK 25, HEART RIVER FOURTH SUBDIVISION

2. Pursuant to NDCC 40-22-10, the Board of City Commissioners hereby directs its municipal engineering consultant to prepare a report as to the general nature, purpose, and feasibility of the proposed improvement and an estimate of the probable cost of the improvement, including: (1) a separate statement of the estimated cost of the work for which proposals must be advertised under NDCC Section 40-22-19; and (2) a separate statement of all other items of estimated cost not included under subsection (1) which are anticipated to be included in the cost of the improvement under NDCC Sections 40-23-05 and 40-23.1-04. Such engineer’s report has been received by the City and is hereby approved.

3. The Board of City Commissioners hereby declares that it is necessary to make the improvements described in the engineer’s report. The engineer’s report and a map of the City showing the proposed improvement district is attached hereto and incorporated herein by reference.

Dated this 21st day of November 2023.

\_\_\_\_\_  
Scott Decker, President  
Board of City Commissioners

ATTEST:

\_\_\_\_\_  
Dustin Dassinger  
Dickinson City Administrator

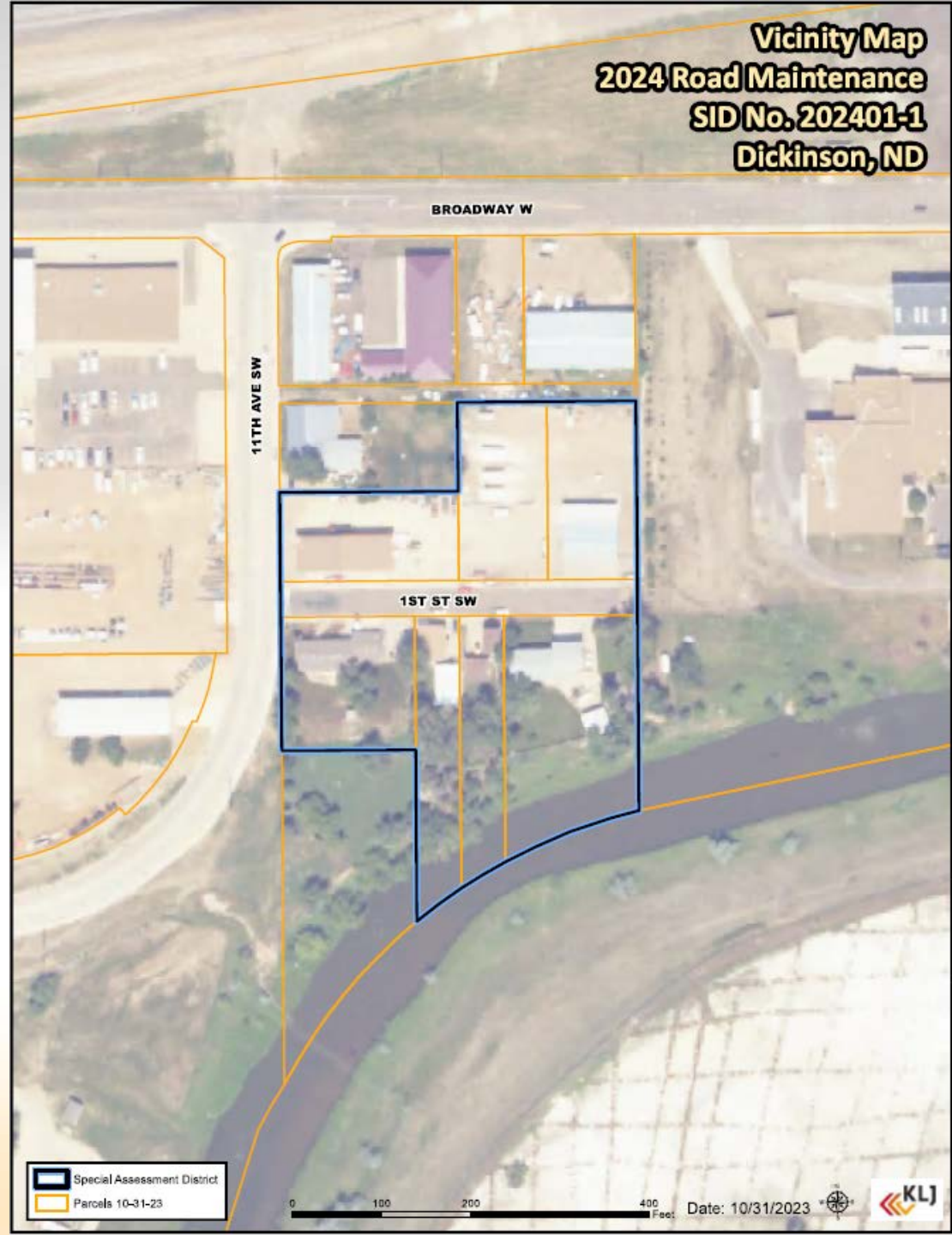


# 2024 Road Maintenance

## Special Improvement Districts & Preliminary Engineering Report



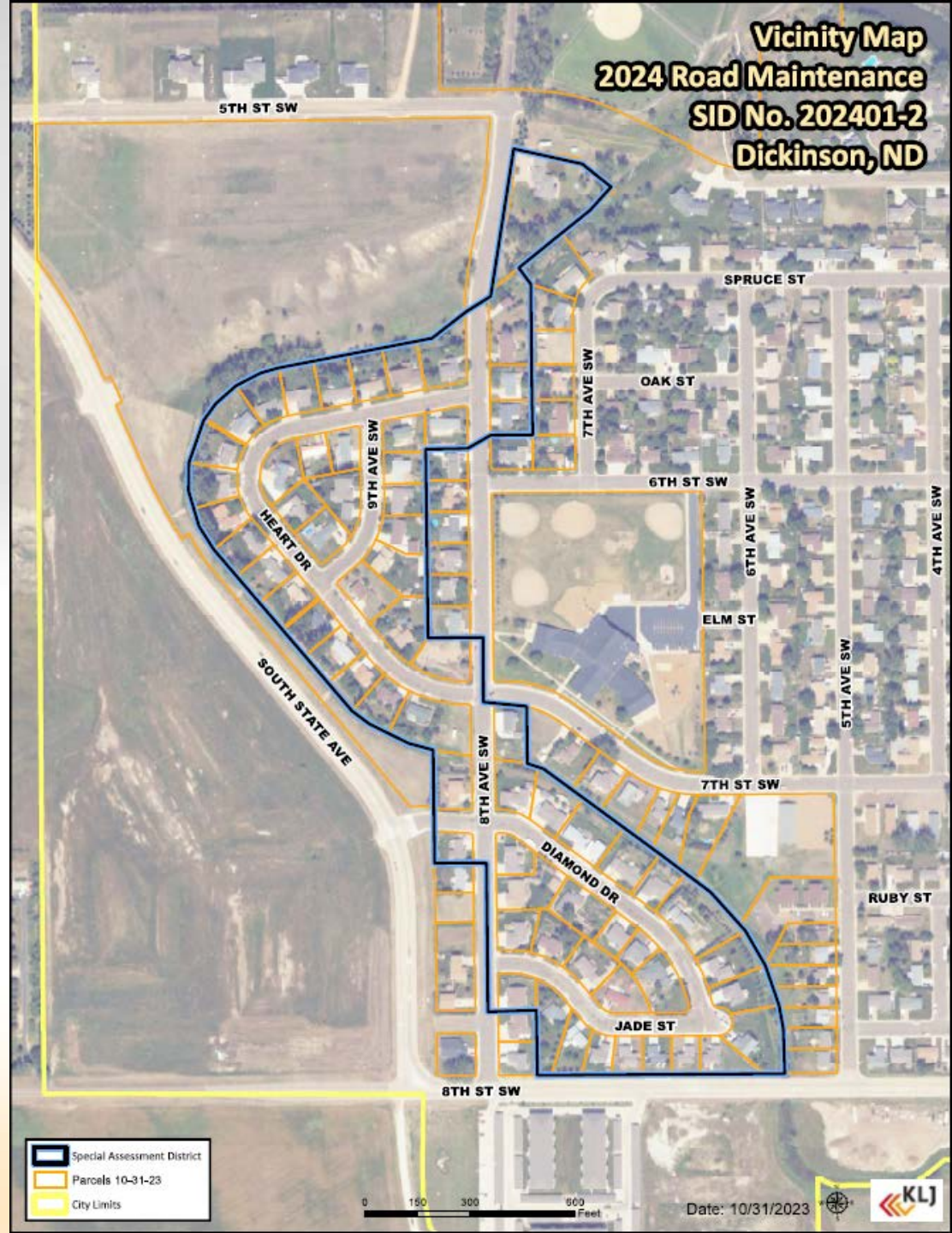
# SID No. 202401-1



Section 7. Item D.



# SID No. 202401-2



Section 7. Item D.



# Estimated Cost

Only assessed areas are included in the estimate.



## ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST

Section 7. Item D.

DICKINSON 2024 ROAD MAINTENANCE (CITY PROJECT NO. 202401)  
CITY OF DICKINSON, NORTH DAKOTA

Item No.	Description	Unit	Total Quantity	Unit Cost	Total Sum
1	MOBILIZATION & CONTRACT BOND	LS	1	\$ 181,061.00	\$ 181,061.00
2*	REMOVAL OF CONCRETE	SY	986	\$ 32.00	\$ 31,552.00
3*	REMOVAL OF CURB & GUTTER	LF	4,014	\$ 8.00	\$ 32,112.00
4	REMOVAL OF BITUMINOUS SURFACING	SY	9,319	\$ 13.00	\$ 121,147.00
5	GEOSYNTHETIC MATERIAL TYPE R1	SY	9,304	\$ 4.50	\$ 41,868.00
6	AGGREGATE BASE COURSE - CL. 5	CY	3,104	\$ 100.00	\$ 310,400.00
7*	CURB & GUTTER	LF	4,014	\$ 60.00	\$ 240,840.00
8*	CONCRETE SIDEWALK	SY	1,003	\$ 115.00	\$ 115,345.00
9*	CONCRETE DRIVEWAY 6IN	SY	157	\$ 145.00	\$ 22,765.00
10	CONCRETE VALLEY GUTTER	SY	220	\$ 215.00	\$ 47,300.00
11	DETECTABLE WARNING PANEL	SF	90	\$ 40.00	\$ 3,600.00
12	MILLING PAVEMENT SURFACE	SY	13,768	\$ 5.00	\$ 68,840.00
13	ADJUST MANHOLE	EA	21	\$ 2,250.00	\$ 47,250.00
14	ADJUST GATE VALVE BOX	EA	12	\$ 925.00	\$ 11,100.00
15	ADJUST INLET	EA	4	\$ 500.00	\$ 2,000.00
16	ASPHALT REPAIR	TON	2,070	\$ 190.00	\$ 393,300.00
17	ASPHALT PAVEMENT	TON	1,832	\$ 160.00	\$ 293,120.00
18	FLAGGING	MH	290	\$ 60.00	\$ 17,400.00
19	TRAFFIC CONTROL	LS	1	\$ 65,000.00	\$ 65,000.00
Construction Subtotal					\$ 2,046,000.00

5% Contingency \$ 102,300.00  
**Opinion of Construction Cost \$ 2,148,300.00**

\*Eligible for special assessment

November 15, 2023  
 KLJ Project No. 2304-01041



**MEMO TO:** Chad Orn  
Deputy Director for Planning

**FROM:** Zacher, Wayne A.

**DATE:** 11/15/2023

**SUBJECT:** 38231393: SPR-P038(003) (PCN 22244) - Dickinson Transportation Master Plan & Comprehensive Plan

This contract is for the development of the Dickinson Transportation Master Plan and Comprehensive Plan. The last Transportation Master Plan and Comprehensive Plan was adopted in March 2013, so it is due for an update. The study also includes items that are not federally eligible.

If you have questions, contact Wayne Zacher at (701)328-4828.

38/waz

DocuSign Signing Order:  
Stacey Hanson;  
Paul Benning;  
Shannon Sauer;  
Mark Anderson, KLJ;  
Erika Lorenz, KLJ Witness;  
Josh Skluzacek, Dickinson (Specifying recipients);  
Dickinson Attorney;  
Dickinson Auditor;  
Dickinson Mayor/President of Commission;  
Wayne Zacher;  
Clint Morgenstern;  
Chad Orn;  
Laurie Martin;  
Stacey Hanson

### North Dakota Department of Transportation STATE PLANNING & RESEARCH AGREEMENT

#### Federal Award Information – to be provided by NDDOT

ALN No: 20.205 Authorizing Statute: 23 CFR Part 420 <input type="checkbox"/> Subpart A <input type="checkbox"/> Subpart B	ALN Title: Highway Planning and Construction
Award Name: Federal Aid Highway Program	Awarding Fed. Agency: Federal Highway Administration (FHWA)
NDDOT Program Mgr: Zacher, Wayne A.	Telephone: (701)328-4828 Email: wzacher@nd.gov
Pass-through entity: North Dakota Department of Transportation (NDDOT)	Type of Award: <input type="checkbox"/> Acquisition Contract <input type="checkbox"/> Research (R&D)
Contractor Name (must match UEI name): {FIELD:CONTRACTOR_NAME}	Contractor UEI No.: {FIELD:CONTRACTOR_UEI_NUMBER}
Federal Award Identification No. (FAIN): {FIELD:FAIN}	Federal Award Date (Authorization Date): {FIELD:AUTHORIZATION_DATE}
Period of Performance Start & End Date: {FIELD:PERFORMANCE_START_DATE} to {FIELD:PERFORMANCE_END_DATE}	
Amount of Federal Funds Obligated by this action: \${FIELD:TOTAL_FEDERAL_FUNDS_OBLIGATED} = Federal \${FIELD:TOTAL_STATE_FUNDS_OBLIGATED} = State \${FIELD:TOTAL_OTHER_FUNDS_OBLIGATED} = Other (Match) \${FIELD:GRAND_TOTAL_OBLIGATED} = Grand Total	Total Amount of Federal Funds Obligated: \${FIELD:TOTAL_FEDERAL_FUNDS_OBLIGATED} = Federal \${FIELD:TOTAL_STATE_FUNDS_OBLIGATED} = State \${FIELD:TOTAL_OTHER_FUNDS_OBLIGATED} = Other (Match) \${FIELD:GRAND_TOTAL_OBLIGATED} = Grand Total
Total Federal Award Committed to Contractor (includes matching funds): \${FIELD:TOTAL_FEDERAL_FUNDS_COMMITTED} = Federal \${FIELD:TOTAL_STATE_FUNDS_COMMITTED} = State \${FIELD:TOTAL_OTHER_FUNDS_COMMITTED} = Other (Match) \${FIELD:GRAND_TOTAL_COMMITTED} = Grand Total	Federal Award Project Description: {FIELD:FEDERAL_AWARD_PROJECT_DESCRIPTION}

**Notice to Contractors: Federal awards may have specific compliance requirements. If you are not aware of the specific requirements for your award, please contact your NDDOT Program Manager.**

#### **Project Name: Dickinson Transportation Master Plan and Comprehensive Plan**

#### **Description: Planning Study**

#### **Project Number: SPR-P038(003), PCN 22244**

This agreement is entered into by and between the State of North Dakota, acting through its Director of Transportation, hereinafter referred to as NDDOT, whose address is 608 East Boulevard Avenue, Bismarck, North Dakota 58505-0700, and city of Dickinson, hereinafter referred to as the City, whose address is 38 1<sup>st</sup> St W, Dickinson, ND 58601, and KLJ, hereinafter referred to as the Contractor, whose address is 4585 Coleman Street, Bismarck, ND 58503-0431.



WHEREAS, NDDOT is the designated state agency for the administration of federal transportation planning and research funds; and

WHEREAS, NDDOT desires professional services for a local transportation planning study; and

WHEREAS, NDDOT has provided State Planning and Research (SPR) funds for the purpose of funding the Dickinson Transportation Master Plan and Comprehensive Plan.

NOW, THEREFORE, in consideration of the mutual covenants herein set forth, NDDOT, City and the Contractor agree as follows:

- 1. **Scope of Work:** The Contractor shall prepare a Dickinson Transportation Master Plan and Comprehensive Plan for the city of Dickinson as described in the Scope of Work, which is attached hereto and made a part hereof.
- 2. **Period of Performance:** This agreement will begin November 15, 2023 and be completed no later than December 31, 2025.
- 3. **Costs:** NDDOT shall reimburse the Contractor 80 percent of all eligible costs as identified in the scope of work attachment, up to a maximum of \$280,000. The City shall provide the remaining 20 percent and all cost overruns from non-eligible federal funds. Pay requests must be submitted within 90 days of the termination of this agreement. Reimbursement will be predicated on availability of federal funds.
- 4. **Payments:** The NDDOT will make all contract payments on behalf of the City. No costs will be incurred by NDDOT for this project. The City will reimburse the NDDOT for payments made less the amount paid by FHWA. Payment will be made upon receipt of the Contractor’s request for reimbursement.

If the City fails to reimburse NDDOT within 60 days after billing for funds advanced on behalf of the City, this document will constitute an assignment of funds now or hereafter coming into the hands of the state treasurer, which would otherwise be distributed to the City out of the Highway Tax Distribution Fund, NDCC 54-27-19. The state treasurer is hereby directed to pay NDDOT all such funds until the total equals the sum billed pursuant to this agreement.

- 5. **Cost Principles:** The Contractor agrees to follow the cost principles and allowable cost guidelines in accordance with 48 CFR 31 and applicable provisions of 2 CFR 200.
- 6. **Federal Funding:** Federal funds may not be obligated prior to authorization by the Federal Highway Administration.



7. **Terms Extending Beyond Biennium:** Payments by NDDOT beyond the current state biennium shall be contingent on sufficient funds being appropriated by the federal government or state legislature for NDDOT. In the event of insufficient appropriations in future biennium, NDDOT may give a minimum of 30 days' notice to terminate this agreement/contract and have no further obligation to the City or Contractor.
  
8. **Records:** The City and Contractor shall maintain all accounting and project records NDDOT may require. Such records shall be made available to NDDOT and the federal government for inspection and audit during the agreement term and for three years after closeout of the project with FHWA, unless any litigation, claim, or audit is started before the expiration of the three years, in which case the records shall be retained until such action is satisfied. The City and Contractor agree to conduct records retention and access in accordance with 2 CFR Part 200.334-338, as applicable.
  
9. **Records Inspection:** NDDOT and FHWA shall at all times during the agreement and for three years after closeout with FHWA be permitted to inspect the work and have access to all books, records, correspondence, instructions, receipts, vouchers, and memorandum pertaining to the work hereunder and copies thereof shall be furnished when requested.
  
10. **Closeout:** NDDOT, the City, and the Contractor will comply with 2 CFR 200.344 closeout requirements. The contractor shall submit, no later than 90 calendar days after the period of performance end date of this agreement, all financial, performance and other reports as required by terms and conditions of this agreement. The NDDOT will close out the agreement with the federal awarding agency when it determines that all applicable administrative actions and all required work have been completed.
  
11. **Subcontracting:** The City or Contractor shall not assign any portion of the work under this agreement, execute any contract, or obligate itself in any manner with a third party with respect to its rights and responsibilities to this agreement without written consent of NDDOT. Any agreement with a subcontractor does not create a contractual relationship between the NDDOT and the subcontractor.
  
12. **Assignments:** The City or Contractor shall not assign nor transfer the City's and Contractor's interests or duties under this agreement without the express written consent of the state.
  
13. **Procurement:** The Contractor shall follow the policies and procedures of the state when procuring property and services under a federal award, in accordance with 2 CFR 1201.317.
  
14. **Equipment:** The Contractor shall follow the policies and procedures of the state with respect to use, management and disposal of equipment acquired under a federal award, in accordance with 2 CFR 1201.313.





15. **Procurement of Recovered Materials:** In accordance with 2 CFR 200.323, the Contractor shall comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act.

16. **Termination:**

- a. This contract may be terminated by mutual consent of all parties, or by any party upon 30 days' notice, in writing, and delivered by certified mail or in person.
- b. In addition, NDDOT may terminate this contract effective upon delivery of written notice to the City and Contractor, or at such later date as may be established by NDDOT, under any of the following conditions:
  - i. If NDDOT funding from federal, state, or other sources is not obtained and continued at levels sufficient to allow for purchase of the indicated quantity of services. The contract may be modified by agreement of the parties in writing to accommodate a reduction in funds.
  - ii. If federal or state regulations or guidelines are modified, changed, or interpreted in such a way that the services are no longer allowable or appropriate for purchase under this contract or are no longer eligible for the funding proposed for payments authorized by this contract;
  - iii. If any license or certificate required by law or regulation to be held by the City or Contractor to provide the services required by this contract is for any reason denied, revoked, or not renewed;

Any such termination of this contract under (i), (ii), or (iii), above, shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination.

- a. NDDOT, by written notice to the City and Contractor, may terminate the whole or any part of this agreement:
  - i. If the City or Contractor fails to provide services called for by this contract within the time specified herein or any extension thereof; or
  - ii. If the City or Contractor fails to perform any of the other provisions of this contract, or so fails to pursue the work as to endanger performance of this contract in accordance with its terms, and after receipt of written notice from NDDOT, fails to correct such failures within ten days or such longer period as NDDOT may authorize.

17. **Amendments:** The terms of this agreement shall not be waived, altered, modified, supplemented, or amended, in any manner whatsoever, except by written instrument signed by the parties.



18. **Civil Rights**: Appendices A and E of the Title VI Assurances, attached, are hereby incorporated into and made a part of this agreement.
19. **Nondiscrimination – Compliance with Laws**: The City and Contractor agree to comply with all applicable laws and rules, including, but not limited to, those relating to nondiscrimination, accessibility, and civil rights.
20. **Disadvantaged Business Enterprise**: It is the policy of NDDOT and Federal Highway Administration that disadvantaged business enterprises shall have the maximum opportunity to participate in the performance of contracts and subcontracts financed in whole or part with federal funds, in accordance with 49 CFR Part 26. The City and Contractor agree to ensure that disadvantaged business enterprises have the opportunity, as appropriate.
21. **Disability**: The City and Contractor shall ensure that no qualified disabled individual, as defined in 29 U.S.C. 794 and 49 C.F.R. Part 27 shall, solely by reason of his or her disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance under this agreement.
22. **Audits**: Entities that receive federal funds through NDDOT may be required to obtain an audit in accordance with Subpart F, 2 CFR 200. A copy of such audit, covering the term of this agreement, shall be submitted to NDDOT. Entities that expend \$750,000 or less in federal funds, in a fiscal year, from all sources may be subject to reviews by NDDOT at its discretion. Entities must fill out and submit to NDDOT the Single Audit Certification (SFN 60639) and schedule of federal expenditures for their fiscal year end. Single Audits must be submitted to the Federal Audit Clearinghouse within 30 calendar days after the entity received the report from their auditors, or nine months after the end of the audit period, whichever comes first. The requirements are applicable to counties, cities, metropolitan planning organizations, state agencies, Indian tribes, colleges, hospitals, and non-profit businesses.
23. **Conflicts of Interest**: No official or employee of a state or any other governmental instrumentality who is authorized in his official capacity to negotiate, make, accept, or approve, or to take part in negotiating, making, accepting or approving any contract or subcontract in connection with a project shall have, directly or indirectly, any financial or other personal interest in any such contract or subcontract. No engineer, attorney, appraiser, inspector, or other person performing services for a state or a governmental instrumentality in connection with a project shall have, directly or indirectly, a financial or other personal interest, other than his employment or retention by a state or other governmental instrumentality, in any contract or subcontract in connection with such project. No officer or employee of such person retained by a state or other governmental instrumentality shall have, directly or indirectly, any financial or other personal interest in any real property acquired for a project unless such interest is openly disclosed upon the public records of NDDOT and of such other governmental instrumentality, and such



officer, employee, or person has not participated in such acquisition for and in behalf of the state.

- 24. **Indemnification:** The Risk Management Appendix, attached, is hereby incorporated and made a part of this agreement.
- 25. **Debarment and Suspension Clause:** The City and Contractor are advised that their signature on this agreement certifies that the company or any person associated therewith is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency; has not been suspended, debarred, voluntarily excluded, or determined ineligible by any federal agency within the past three years; and has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction on any matter involving fraud or official misconduct within the past three years.
- 26. **Telecommunications Certification:** By signing this agreement, the Contractor certifies, in accordance with 2 CFR 200.216 and Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Public Law 115-232), that it will not obligate or expend grant funds to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. The Contractor will include this requirement in all subcontracts related to this agreement.
- 27. **Byrd Anti-Lobbying Amendment:** (31 USC 1352) Contractors that apply or bid for an award of \$100,000 or more must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up the non-Federal award.
- 28. **Governing Law and Venue:** Notwithstanding any rules regarding the choice of law or venue, it is agreed by the parties that this contract shall be governed by and construed in accordance with applicable federal law and the laws of the state of North Dakota, at the time this contract was executed. All disputes arising from this agreement shall be brought in the South Central District Court of the state of North Dakota.
- 29. **Merger and Waiver:** This agreement constitutes the entire agreement between the parties. No waiver, consent, modification, or change of terms of this agreement shall bind either party unless in writing and signed by both parties. Such waiver, consent, modification, or change, if made, shall be effective only in the specific instance and for the specific purpose given. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this



agreement. The City and Contractor, by the signature below of its authorized representative, hereby acknowledges that the City and Contractor have read this agreement, understands it, and agrees to be bound by its terms and conditions.

- 30. **Ownership of Work Product:** All work products and copyrights of the contract, which result from this contract, are the exclusive property of NDDOT, with an unlimited license for use by the federal government and its assignees without charge.
- 31. **Severability:** If any part of this agreement is determined to be invalid, illegal, or unenforceable, the determination does not affect the validity, legality, or enforceability of any other part of this agreement, and the remaining parts of this agreement shall be carried out by each party.
- 32. **Compliance with Law:** In performance of its obligations under this agreement, the Contractor shall comply with and require each of its subcontractors to comply with all applicable provisions of federal, state, and local laws and regulations.
- 33. **Personnel:** The Contractor assures that personnel will be available to perform the required services. Such personnel shall not be considered employees of NDDOT for any purpose.
- 34. **Notice:** All notices, certificates, or other communications shall be sufficiently given when delivered or mailed, postage prepaid, to the parties at their respective places of business as set forth below or at a place designated hereafter in writing by the parties.

---

---

---

---

---

---

---

---

---

---



---

---

---

---

---

North Dakota Dept. of Transportation  
 Local Government Division  
 608 East Boulevard Avenue  
 Bismarck, ND 58505-0700



CITY VARIABLE

EXECUTED by the city of Dickinson at Dickinson, North Dakota, the date last below signed.

APPROVED:

City of: \_\_\_\_\_

\_\_\_\_\_  
CITY ATTORNEY (TYPE OR PRINT)

\_\_\_\_\_  
NAME (TYPE OR PRINT)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\*  
\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE

ATTEST:

\_\_\_\_\_  
CITY AUDITOR (TYPE OR PRINT)

\_\_\_\_\_  
SIGNATURE

\* Mayor or President City Commission

OTHER ENTITY

EXECUTED the date last below signed.

WITNESS:

CONTRACTOR:

\_\_\_\_\_  
NAME (TYPE OR PRINT)

\_\_\_\_\_  
NAME (TYPE OR PRINT)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE





Executed by the North Dakota Department of Transportation by the Director at Bismarck, North Dakota, the date last below signed.

WITNESS

NORTH DAKOTA DEPARTMENT OF  
TRANSPORTATION:

\_\_\_\_\_  
NAME (TYPE OR PRINT)

\_\_\_\_\_  
DIRECTOR (TYPE OR PRINT)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

CLA 1011 (Div. 38)  
L.D. Approved 10-2-23, 11-23

APPROVED as to substance by:

\_\_\_\_\_  
LOCAL GOVERNMENT ENGINEER (TYPE OR PRINT)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE



**CERTIFICATION OF CONTRACTOR**

I hereby certify that I am the \_\_\_\_\_ and duly authorized representative of the firm of \_\_\_\_\_, whose address is \_\_\_\_\_, and that neither I nor the firm I here represent has:

- A. Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above consultant) to solicit or secure this agreement.
- B. Agreed, as an express or implied condition for obtaining this agreement, to employ, or retain the services of any firm or person in connection with carrying out the agreement.
- C. Paid, or agreed to pay, to any firm, organization, or person (other than a bona fide employee working solely for me or the above consultant) any fee, contribution, donation, or consideration of any kind for or in connection with, procuring, or carrying out the agreement; except as here expressly stated (if any): \_\_\_\_\_.
- D. Violated the Copeland "Anti-Kickback Act," 18 USC 874, 29 CFR Part 3. This act provides that each contractor shall be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he/she is otherwise entitled.

I acknowledge that this certificate is to be furnished to the North Dakota Department of Transportation and the Federal Highway Administration, in connection with this agreement involving participation of federal aid highway funds, and is subject to applicable state and federal laws, both criminal and civil.

WITNESS:

CONTRACTOR:

\_\_\_\_\_  
NAME (TYPE OR PRINT)

\_\_\_\_\_  
NAME (TYPE OR PRINT)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE



**CERTIFICATION OF CITY**

I hereby certify that I am the \_\_\_\_\_ of \_\_\_\_\_, North Dakota, and that the consulting firm or his/her representative has not been required, directly or indirectly, as an express or implied condition in connection with obtaining or carrying out this agreement to:

- A. Employ or retain, or agree to employ or retain, any firm or person, or
- B. Pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as here expressly stated (if any) \_\_\_\_\_.

I acknowledge that this certificate is to be furnished to the Federal Highway Administration, in connection with this agreement involving participation of federal aid highway funds, and is subject to applicable state and federal laws, both criminal and civil.

MAYOR/PRESIDENT/CHAIRPERSON:

\_\_\_\_\_  
MAYOR/PRESIDENT/CHAIRPERSON(TYPE OR PRINT)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

ATTEST:

\_\_\_\_\_  
AUDITOR

\_\_\_\_\_  
SIGNATURE



**CERTIFICATION OF DEPARTMENT OF TRANSPORTATION**

I hereby certify that I am the \_\_\_\_\_ of the North Dakota Department of Transportation and that the consulting firm or his/her representative has not been required, directly or indirectly, as an express or implied condition in connection with obtaining or carrying out this agreement to:

- A. Employ or retain, or agree to employ or retain, any firm or person, or
- B. Pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as here expressly stated (if any) \_\_\_\_\_

I acknowledge that this certificate is to be furnished to the Federal Highway Administration, in connection with this agreement involving participation of federal aid highway funds, and is subject to applicable state and federal laws, both criminal and civil.

WITNESS:

**NORTH DAKOTA  
DEPARTMENT OF TRANSPORTATION**

\_\_\_\_\_  
NAME(TYPE OR PRINT)

\_\_\_\_\_  
NAME (TYPE OR PRINT)

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE



**CERTIFICATION OF LOCAL MATCH**

It is hereby certified that the City of \_\_\_\_\_ will provide non-federal funds, whose source is identified below, as match for the amount the City is obligated to pay under the terms of the attached agreement with the North Dakota Department of Transportation. The certified amount does not duplicate any federal claims for reimbursement, nor are the funds used to match other federal funds, unless expressly allowed by federal regulation.

**Non-Federal Match Funds provided by City.** Please designate the source(s) of funds in the City budget that will be used to match the federal funds obligated for this project through the North Dakota Department of Transportation.

**Source:**

\_\_\_\_\_  
\_\_\_\_\_

Executed at \_\_\_\_\_, North Dakota, the last date below signed.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
NAME (TYPE OR PRINT)

City of \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
NAME (TYPE OR PRINT)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE

\*  
\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATE

\*Mayor or President City Commission





**NORTH DAKOTA DEPARTMENT OF TRANSPORTATION  
APPENDIX A OF THE TITLE VI ASSURANCES**

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the Contractor) agrees as follows:

1. Compliance with Regulations: The Contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, the Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. Non-discrimination: The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding, or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the Contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. Information and Reports: The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Recipient or the Federal Highway Administration as appropriate, and will set forth what efforts it has made to obtain the information.
5. Sanctions for Noncompliance: In the event of a contractor's noncompliance with the Nondiscrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
  - a. withholding payments to the Contractor under the contract until the Contractor complies; and/or
  - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. Incorporation of Provisions: The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.



**NORTH DAKOTA DEPARTMENT OF TRANSPORTATION  
APPENDIX E OF THE TITLE VI ASSURANCES**

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the Contractor) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

**Pertinent Non-Discrimination Authorities:**

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*).



## Risk Management Appendix

### Service Contracts with Private Individuals, Companies, Corporations, Etc.:

Contractor agrees to defend, indemnify, and hold harmless the state of North Dakota, its agencies, officers and employees (State), from and against claims based on the vicarious liability of the State or its agents, but not against claims based on the State's contributory negligence, comparative and/or contributory negligence or fault, sole negligence, or intentional misconduct. The legal defense provided by Contractor to the State under this provision must be free of any conflicts of interest, even if retention of separate legal counsel for the State is necessary. Contractor also agrees to defend, indemnify, and hold the State harmless for all costs, expenses and attorneys' fees incurred if the State prevails in an action against Contractor in establishing and litigating the indemnification coverage provided herein. This obligation shall continue after the termination of this agreement.

Contractor shall secure and keep in force during the term of this agreement, from insurance companies, government self-insurance pools or government self-retention funds authorized to do business in North Dakota, the following insurance coverages:

- 1) **Commercial general liability** and **automobile liability** insurance – minimum limits of liability required are **\$500,000 per person** and **\$2,000,000 per occurrence**.
- 2) **Workers compensation** insurance meeting all statutory limits.
- 3) The State of North Dakota, its agencies, officers, and employees (State) shall be endorsed as an **additional insured** on the commercial general liability and automobile liability policies. The State of North Dakota shall have all the benefits, rights and coverages of an additional insured under these policies that shall not be limited to the minimum limits of insurance required by this agreement or by the contractual indemnity obligations of the Contractor.
- 4) Said endorsements shall contain a **"Waiver of Subrogation"** in favor of the state of North Dakota.
- 5) The policies and endorsements may not be canceled or modified without **thirty (30) days prior written notice** to the undersigned State representative.

**Contractor shall furnish a certificate of insurance evidencing the requirements in 1, 3, and 4, above to the undersigned State representative prior to commencement of this agreement.**

The State reserves the right to obtain complete, certified copies of all required insurance documents, policies, or endorsements at any time. Any attorney who represents the State under this contract must first qualify as and be appointed by the North Dakota Attorney General as a Special Assistant Attorney General as required under N.D.C.C. Section 54-12-08.

When a portion of a Contract is sublet, the Contractor shall obtain insurance protection (as outlined above) to provide liability coverage to protect the Contractor and the State as a result of work undertaken by the Subcontractor. In addition, the Contractor shall ensure that any and all parties performing work under the Contract are covered by public liability insurance as outlined above. All Subcontractors performing work under the Contract are required to maintain the same scope of insurance required of the Contractor. The Contractor shall be held responsible for ensuring compliance with those requirements by all Subcontractors.

Contractor's insurance coverage shall be primary (i.e., pay first) as respects any insurance, self-insurance or self-retention maintained by the State. Any insurance, self-insurance or self-retention maintained by the State shall be excess of the Contractor's insurance and shall not contribute with it. The insolvency or bankruptcy of the insured Contractor shall not release the insurer from payment under the policy, even when such insolvency or bankruptcy prevents the insured Contractor from meeting the retention limit under the policy. Any deductible amount or other obligations under the policy(ies) shall be the sole responsibility of the Contractor. This insurance may be in a policy or policies of insurance, primary and excess, including the so-called umbrella or catastrophe form and be placed with insurers rated "A-" or better by A.M. Best Company, Inc. The State will be indemnified, saved, and held harmless to the full extent of any coverage actually secured by the Contractor in excess of the minimum requirements set forth above.

RM Consulted 2007  
Revised 07-23



# Dickinson Comprehensive Plan and Master Transportation Plan

**Note: Bold grey highlighted font indicates potential non-eligible subtask**

## Work Plan and Approach

### Task 1 | Project Management

Project Manager Wade Kline, PTP will oversee development of the Dickinson Transportation Master Plan and Comprehensive Plan (TMPCP) update, including monthly invoicing and project status reports. Invoicing and status reports will be developed to match formats provided by Dickinson. Milestones for the projects are outlined within the Project Schedule.

- 1.1. Invoicing and project status reports – monthly invoices and progress reports.
- 1.2. Project Management Team meetings – Biweekly check in calls via Teams.
- 1.3. Study Review Committee meetings – Nine (9) total SRC meetings, as a mix of virtual and in person meetings, SRC to be appointed/outlined by the City of Dickinson to serve in an advisory capacity on the development of the planning process.

### Task 2 | Data Collection, Existing Conditions, and Systems Planning Consistency Review

KLJ will complete a series of existing conditions analyses and data review to support the overall planning process.

- 2.1. Data and document collection and review – KLJ will request and gather all pertinent project data and planning documents from the City, County, State and other relevant stakeholder agencies. As a baseline, this will include, but is not limited to GIS data relating to the Dickinson TMPCP, plans, maps, the existing Transportation Master Plan and Comprehensive Plan, ordinance updates, building and development documentation, previous projects completed, and current city/county/state identified projects and existing recommendations. KLJ will also obtain relevant demographic and economic data from available sources and develop current population estimates. KLJ will work with the City of Dickinson and NDDOT to define the study area. Several baseline maps will be developed (eg., population density, the transportation network, and utility infrastructure).

- 2.2. **Document parcel development status – KLJ will work with the City of Dickinson and Stark County to create a parcel database and document the development status of each parcel. This will allow creation of an existing land use map and other maps pertaining to growth and development patterns.**

- 2.3. **Create existing housing profile – Our team will examine the tax database and additional city sources to create a GIS database of residential buildings by type. We will work with City staff to document housing characteristics and recent residential development patterns and factors.**

#### 2.4. **Water / Sewer Infrastructure**

- 2.4.1. **Water distribution system - Determine existing demands based on average day, peak month, peak day usage. Determine remaining planning level capacities. Results of the analysis provide mapping of existing distribution components, including water mains by size and type, pressure zones, fire flows and pressures, and lead service line locations.**

- 2.4.2. **Collection System - Collect planned/calculated demands from existing documents. Assess development since 2012. Calculate existing planning level flows. Compare existing planning level flows to the most recent lift station/sewer shed capacities to determine remaining capacity. Outputs include maps and**

**other graphic documentation regarding existing pump stations, sewer shed boundaries and other significant elements of the collection system.**

- 2.5. Compile GIS transportation system database – KLJ will compile a GIS database of the existing transportation network (all modes) and develop a transportation system profile of the existing transportation network and related features which will include:
- Summary of Existing Traffic Data
  - Pavement Conditions (desktop, if available)
  - Five Year Analysis / Summary of High Crash Locations
  - Summary of Existing/Available Freight, Truck, Rail, and Air Systems for the Study Area
  - Summary of Bicycle and Pedestrian Systems in the Study
  - Summary of Public Transportation Systems
  - Existing Functional Class of Study Area Roadways
- 2.6. Prepare Consistency and Relevancy Report – We will review and summarize existing planning documents into a short consistency and relevancy report. Summarized documents will include, but may not be limited to:
- Existing Transportation Master Plan
  - Existing Comprehensive Plan
  - East Dickinson/West Dickinson Plans
  - City of Dickinson Capital Improvement Plan (CIP) Prioritization Summary
  - Renaissance Zone Plan
  - Stark County Comprehensive Plan Update (upon availability)
  - Statewide Transportation Improvement Program (STIP)
  - NDDOT’s Statewide Plan Transportation Connection
- 2.9. Existing Conditions Report - The first deliverable of the Dickinson MTCP update will be the Dickinson 2050 – Existing Conditions Report. The Existing Conditions Report will provide a concise and visually-appealing summary of existing conditions and identify issues and opportunities within the study area. The report will cover all elements of the Dickinson TMPCP and summarize relevant data sets needed to support the update.

### Task 3 | Public Engagement

- 3.1. Develop public engagement plan – Our team will prepare a public engagement plan that includes project branding, key messages, public engagement goals, activities, deliverables, and deadlines for KLJ team and City of Dickinson to utilize throughout the project. The plan will include the development of a broad set of stakeholder groups, including those typically underrepresented in the planning process. The plan is updated as needed throughout the planning process to respond to changing conditions.
- 3.2. Website/Social Media – Our team will build a project specific website, with a customized URL, to support the development of the TMPCP update. The website will be updated throughout the project and serve as a portal for project materials, videos, and any potential surveys/interactive maps. Additionally, we will strategically utilize Social Media by developing graphics and content for use on the city’s social media channels for each phase of public engagement. This will include content for targeted paid ads on Facebook. Our team will also produce up to four (4) short videos at to be used at critical points in the plan development process for use on the project website and social media.



- 3.3. Public Input Meetings- Our team will coordinate and facilitate public input meetings during the project. Three phases of public input meetings are anticipated, with each phase being discussed and coordinated with the City of Dickinson. Each phase includes an extensive online outreach effort through social and digital media coordinated directly with the City of Dickinson. More specific details for each phase are outlined within the Task 3.1 Public Engagement Plan developed at the onset of the project.
- Phase 1- Two Listening Sessions will be used to collect feedback on transportation and mobility needs, as well as values, issues and opportunities. This consists of day long series of interactive meetings and community engagement activities.
  - Phase 2- An Open House/drop-in sessions will be used to share and obtain feedback on draft alternatives and solutions regarding both transportation projects/concepts and the emerging future land use and comprehensive planning elements.
  - Phase 3- An Open House will be used to present the draft TMPCP for review and comment.
- 3.4. Planning Commission Meetings – Our team will attend up to three (3) Planning Commission meetings to support development of the plan. Content and format of these meetings will be coordinated directly with the City. This includes support for any formal hearings required for plan approval and adoption.
- 3.5. Board of Commissioner Meetings – Our team will attend up to three (3) City Commission meetings to support development of the plan. Content and format of these meetings will be coordinated directly with the City. This includes support for any formal hearings required for plan approval and adoption.
- 3.6. NDDOT Management Presentation – Prior to presenting the final draft plan to the public in Phase 3, we will coordinate a management presentation with NDDOT which will include key City staff. Key concepts, projects and recommendations are discussed and presented to NDDOT Management.
- 3.7. Focus Group meetings – Our team will work with the City to identify a broad set of stakeholders to provide input during the planning process, this will include typically hard to reach, underserved and “slice of life” residents of the Dickinson community. Our team will coordinate and facilitate three (3) stakeholder meetings over a day period in cooperation with staff from the City of Dickinson to gain more focused insights during the development of the TMPCP. Focus groups are envisioned to occur early in the process to assist with gathering sentiment and ideas from the community. Our team will work with the City of Dickinson to determine the specific content and format for these meetings.
- 3.8. Survey/Interactive Issues Map – Our team will develop one (1) online survey plus interactive project issues map to support inputs into the development of the TMPCP. This will be developed during Phase 1 of the public engagement process and will be a way to engage the community in identification of a broad range of issues and needs facing the City of Dickinson. This will run concurrently with Phase 1 Listening Sessions and Focus Groups.
- 3.9. Pop-up Events – Our team will provide representation at up to four (4) community events to engage with the public and distribute information on input opportunities for both the TMP and the CP. Material including handouts, questionnaires, etc will be created to distribute to the public. We anticipate City of Dickinson staff to drop in on other community events/meetings throughout the planning process to share information and gather input into the planning process.

### Task 4 – Vision, Goals, and Objectives

The KLJ-Apex team will work with all relevant agencies and stakeholders to develop a project vision, goals, and objectives. This will stem from a cooperatively developed understanding of the issues and opportunities pertaining to the TMPCP.

- 4.1 Status and consistency analyses. Evaluation of the status of current plan goals, objectives, policies, and implementation will be the first step in this process. Then, we will consider their consistency with values, issues and opportunities identified during the current planning process.
- 4.2 Draft vision, goals, and initial objectives. Our team will work with the SRC to develop a vision statement and updated/ new goals and objectives to guide development of the TMPCP.

### Task 5 | Future Growth Projections and Future Land Use Plan

Task 5 includes two key inputs into the overall development of the updated TMPCP for Dickinson: the future growth projection for the study area and a future land use plan to the year 2050. These key inputs into development of the Dickinson TMPCP are essential to for the future travel demand projections discussed in Task 6. Task 5 will include:

- 5.1 Develop growth projections – Our team will evaluate demographic and employment baseline statistics, migration and employment patterns, and other identified growth factors. This evaluation allows us to develop population, households, and employment growth projections for the traffic model.
- 5.2 Create developable land map including infill opportunities / Identify development constraints
- 5.3 Using the AARP livability index as a starting point and building on the City Planner’s ethnographic snowball research efforts, we will identify opportunities to enhance quality of life and enhance economic development for the City
- 5.4 Identify infrastructure requirements for development
- 5.5 Develop and evaluate alternative growth scenarios / Coordinate evaluation of future growth alternatives in extraterritorial area / Develop future land use categories, descriptions, and benchmarks / Create future land use map / Develop future land use plan
- 5.6 Evaluate current development policies and practices and prepare recommendations to support the efficient investment of public resources, including the development of a well-planned transportation system**
- 5.7 Develop strategies and policies to manage future growth boundaries and annexation with the County / Develop strategies and policies to manage development process which is supportive of the overall long range transportation needs of the community**
- 5.8 Prepare Summary Report Future Growth and Land Use Projections to the year 2050

### Task 6 | Travel Demand Projections

Based on inputs from earlier growth projections KLJ will develop a blended approach of both micro and macro level travel forecasting to develop existing and forecasted travel demand for the Dickinson TMP.

- 6.1 StreetLight Data / Origin-Destination Analysis – KLJ will purchase StreetLight data for the study area to validate existing conditions and quantify existing traffic volumes for the Dickinson study area to calibrate existing counts to 2023 conditions. This data will be split between US Census Block groups and roadway links to help

link demographic trends to the transportation network. KLJ will also evaluate origin-destination to assist in analysis of existing and projected travel conditions of existing block groups. StreetLight data will provide the existing directional distributions of future development using ITE Trip Generation and distribute trips through the network based on existing O/D pairings.

- 6.2 Travel Forecasting – KLJ will use PTV Vistro for factoring in existing volumes (Average Daily Traffic [ADT]), Institute of Transportation Engineers (ITE) Trip Generation based on both existing and new future land uses, and provide future traffic operations analysis following Highway Capacity Manual (HCM) guidelines for arterial and collector roadways throughout the Dickinson study area. Once the base Vistro model is created, we will use the updated FLU Map and growth projections to populate the Vistro model and develop an existing and projected (no build 2045) conditions utilizing the Vistro scenario manager.
- 6.3 Alternatives Analysis – KLJ will use a two-step process of analysis based on projected 2045 conditions for the Dickinson TMPCP.
  - Step 1: Area-Wide Analysis – The first step in the alternatives analysis involves evaluation of a series of area-wide issues/corridors. The alternatives analysis evaluates a collection of individual projects representing a system of generally coordinated improvements designed to be constructed over time. We will evaluate the cost-effectiveness of a series of system connectivity and corridor-level transportation options and alternatives and will use travel forecasting outputs and planning level cost estimates to understand when transportation investments should be programmed.
  - Step 2: Corridor Level Analysis – Step two includes evaluating corridor level needs based on outputs of the area-wide model. Model outputs will be used to understand and evaluate future transportation investment needs along a series of critical major corridors. Corridor level analysis drives development of a list of needed improvements to achieve improved safety, LOS, and “right-sizing” of capacity for major transportation corridors, as well as for all existing and future “non-corridor” roads. Based on existing and projected intersection LOS, we propose a series of intersection level recommendations for consideration in a future project list.

### Task 7 | Transportation Master Plan (TMP)

The Dickinson TMP will include a series of key deliverables, inclusive of the following key inputs.

- 7.1 Transportation Projects – The Transportation Projects subtask establishes a prioritized list of constrained projects based on initial financial assessment of both local, state and Federal funds available to study area, and will also include technically justifiable (but illustrative) projects which fall outside future revenue projections. This is the final list of transportation projects that are reasonably expected to be built over the life of the plan. KLJ will develop two bands of projects: 1) Short/Mid-Range: Year 1 to 10; and 2) Mid/Long-Range: Year 11 to 20+.
- 7.2 Multi-modal Systems Framework – KLJ will develop multimodal transportation network recommendations to support mobility for all users. This will include a “network” level set of recommendations (map) of proposed on road or shared use facilities for the study area. KLJ will develop a set of recommendations that illustrate the overlap of infrastructure needs of Dickinson Public Transit with existing and planned City roadway facilities.
- 7.3 Transportation Development Guidelines and Policies – This subtask will provide the needed footings to assure implementation of the Dickinson TMP. The Development Guidelines and Policies ensure existing policies and practices support the long-range transportation strategy and vision agreed to through the planning process. Key components include:

7.3.1 Future Functional Class Map: A final approved future functional class map that reflects the technical and public process which is in alignment with the Urban Service Boundary set forth in the Comprehensive Plan; this will be coordinated with existing Federal functional class designations agreed to between the City and NDDOT.

7.3.2 Access Management: Prepare a set of access management recommendations to address existing conditions and support long range planning and programming for the City.

7.3.3 Corridor Preservation: Develop a corridor preservation program as an outgrowth of the future functional class map to establish standards and polices needed in the areas of right-of-way (ROW) and access management to preserve existing and future corridors to meet projected system demands.

7.3.4 Policy Recommendations: Develop and update a strategic set of policy points, many of which are derived from previous planning efforts or city-wide plans and strategies. These updated policy recommendations more specifically support decision-making tools and strategies to preserve and enhance the transportation systems in Dickinson, including review and evaluation of the traffic impact statement (TIS) and other concurrency tools used by Dickinson.

## Task 8 | Future Infrastructure Plan

**The objective of this task is to review the proposed expansions versus remaining capacities of the water distribution/wastewater collection systems and to provide a 20-year planning level capital improvements plan for the water distribution system, sanitary sewer collection system and the stormwater infrastructure in the City of Dickinson. The planning will be completed within the framework of the existing masterplans (Collection System Master Plan and Water Utility Master Plan and Stormwater Master Plan).**

### 8.1 Water Distribution

8.1.1 Project Future Flows

8.1.2 Compare Future Flows to existing capacities and summarize remaining capacities/deficiencies.

8.1.3 Development of proposed planning level expansions to the water distribution/wastewater collection systems will be within the framework of the existing masterplans (Collection System Master Plan and Water Utility Master Plan).

8.1.4 Prepare map(s) of current and future collection/conveyance system

8.1.5 Prepare a schedule for future planning level improvements

8.1.6 Prepare cost estimates for future planning level improvements

8.1.7 Develop a comprehensive Capital Improvements Plan (CIP)

8.1.8 Develop a summary report of the collection/conveyance system

### 8.2 Sewer Systems

8.2.1 Project Future Flows

8.2.2 Compare Future Flows to existing capacities

8.2.3 Develop proposed expansions

8.2.4 Maps of current/future system

8.2.5 Schedule of improvements

8.2.6 Cost estimating

8.2.7 Summary Report

8.2.8 Review and incorporate 2016 Stormwater Masterplan Improvements into plan based on projections

**Task 9 | Future Housing Plan**

**Develop a housing strategy that responds to the vision and goals developed in Task 4, builds on the existing conditions analysis and plans and studies review completed in Task 2, and correlates with the FLU Plan developed in Task 5. We will evaluate information from the 2020 decennial census , the recently completed North Dakota Statewide Housing Needs Assessment, any relevant local housing market studies, platting and permitting records, and other available records from the City of Dickinson and Stark County. The focus of this effort will be on documenting current housing supply and establishing strategies and updating policies to support appropriate housing development.**

- 9.1 Evaluate relevant existing housing data and analysis / High level assessment of housing stock age, condition, and relationship to amenities / Identify future housing needs**
- 9.2 Compile summary of key housing issues / Compile summary of relevant best practices for attainable housing**
- 9.3 Collaborate with Dickinson staff to prepare a housing plan with policies and strategies for implementation**



Task	Direct	Cof	Indirect	Profit	Reinurseable Expenses	Direct Expenses (Apex)	Total	%
1 - Project Management	\$16,218.00	\$45.41	\$30,763.76	\$4,933.09	\$3,200.00	\$15,640.22	\$70,800.48	14.2%
2 - Existing Conditions	\$15,624.00	\$43.75	\$29,637.01	\$4,752.41	\$0.00	\$43,707.16	\$93,764.32	18.8%
3 - Public Engagement	\$23,166.00	\$64.86	\$43,943.35	\$7,046.48	\$5,600.00	\$3,160.82	\$82,981.52	16.6%
4 - Vision/Goals/Objectives	\$2,826.00	\$7.91	\$5,360.61	\$859.59	\$0.00		\$9,054.12	1.8%
5 - Growth Forecasting	\$16,246.00	\$45.49	\$30,816.87	\$4,941.60	\$0.00		\$52,049.97	10.4%
6 - Travel Forecasting/Models	\$13,536.00	\$37.90	\$25,676.30	\$4,117.29	\$8,000.00	\$0.00	\$51,367.50	10.3%
7 - Transportation Plan	\$14,892.00	\$41.70	\$28,248.49	\$4,529.75	\$0.00		\$47,711.93	9.5%
8 - Infrastructure Plan	\$0.00	\$0.00	\$0.00	\$0.00	0	\$66,476.79	\$66,476.79	13.3%
9 - Housing Plan	\$8,036.00	\$22.50	\$15,243.41	\$2,444.34	\$0.00		\$25,746.25	5.1%
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
<b>Total</b>	<b>\$110,544.00</b>	<b>\$309.52</b>	<b>\$209,689.81</b>	<b>\$33,624.55</b>	<b>\$16,800.00</b>	<b>\$128,984.99</b>	<b>\$499,952.87</b>	

Federal \$	Local \$
\$56,640.38	\$14,160.10
\$31,618.29	\$62,146.03
\$66,385.22	\$16,596.30
\$7,243.29	\$1,810.82
\$27,655.75	\$24,394.22
\$41,094.00	\$10,273.50
\$38,169.55	\$9,542.39
\$0.00	\$66,476.79
\$0.00	\$25,746.25
\$268,806.48	\$231,146.39

**Notes:**

Cost for APEX in RED

StreetLight Travel Data in GREEN

Tasks with grey fill have a less than 80% share to account for ineligible work

KLJ Project Name: City of Dickinson Comp-Trans  
KLJ Project Number: 2304-00570

Main budget table with columns: Task Code, Description, Service, Deliverable Lead, Start Date, End Date, 330 Code - Description, Labor Multiplier, Job Classification (Public Engagement/Government, Senior Planner, Planner, Associate Planner, Engineer, Engineer in Training I, Sr Public Engagement Strategist, Senior Graphic Designer, Project Specialist I), DIRECT LABOR Subtotal, Expenses (person x days), Reimbursable Rate, REIMBURSABLE EXPENSE Total, Subcontractant Bill, K.L.J.'s % Markup, Subcontractant Fee, DIRECT EXPENSE, Bal to: Lump Sum or Agreed Fee, TASK TOTAL.

Summary of Costs: NDDOT. Includes Direct Labor (\$110,544.00), Indirect Costs (189.69%), and Total (\$256,328.99).

Summary of Costs: NDDOT. Includes Direct Labor (\$110,544.00), Indirect Costs (189.69%), and Total (\$256,328.99).

Summary of Costs: NDDOT. Includes Direct Labor (\$110,544.00), Indirect Costs (189.69%), and Total (\$256,328.99).



Apex  
8/24/2023  
Dickinson Transportation Plan/Comprehensive Plan

Rate	Principal	Senior Engineer	Lead Engineer	Design Engineer II (Modeling)	Design Engineer II	Lead Engineering Technician	GIS Technician	Total	Task Level Costs					
									Direct	Indirect	Fixed	COM (0.33%)	Total	
Task 1 - Project Management	\$95.00	\$72.00	\$55.00	\$55.00	\$50.00	\$37.00	\$33.00							
1.1 Invoicing/Status Reports to KL		12						\$864.00	\$864.00	\$1,417.56	\$239.56	\$7.53	\$2,528.66	
1.2 Project Team Meetings	8	16		8	8			\$2,752.00	\$2,752.00	\$4,515.21	\$763.06	\$23.98	\$8,054.24	
1.3 Study Review Committee Mtgs (9)		24						\$1,728.00	\$1,728.00	\$2,835.13	\$479.13	\$15.06	\$5,057.32	
Task 1 - Subtotals	8	52	0	8	8	0	0	\$5,344.00					\$15,640.22	
Task 2 - Existing Conditions														
2.4 Water & Sewer Infrastructure								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
2.4.1 Water Distribution System								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
- Determine existing demands (average day/peak day)				16				\$880.00	\$880.00	\$1,443.82	\$244.00	\$7.67	\$2,575.49	
- Determine remaining planning level capacities				40				\$2,200.00	\$2,200.00	\$3,609.54	\$610.00	\$19.17	\$6,438.71	
- Provide deliverables				24			16	\$1,848.00	\$1,848.00	\$3,032.01	\$512.40	\$16.10	\$5,408.52	
2.4.2 Collection System								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
- Collect planned/calculated demands from existing documents					24		16	\$1,728.00	\$1,728.00	\$2,835.13	\$479.13	\$15.06	\$5,057.32	
- Assess development since 2012					16		24	\$1,592.00	\$1,592.00	\$2,611.99	\$441.42	\$13.87	\$4,659.29	
- Calculate existing planning level flows					40			\$2,000.00	\$2,000.00	\$3,281.40	\$554.55	\$17.43	\$5,853.38	
- Compare existing planning level flows to the most recent lift station/sewershed capacities to get remaining capacity					16			\$800.00	\$800.00	\$1,312.56	\$221.82	\$6.97	\$2,341.35	
Summarize remaining capacities by sewershed		8			24		24	\$2,568.00	\$2,568.00	\$4,213.32	\$712.04	\$22.38	\$7,515.73	
2.9 Existing Conditions Report (Water and Sewer)	2	4		8	8			\$1,318.00	\$1,318.00	\$2,162.44	\$365.45	\$11.49	\$3,857.37	
Task 2 - Subtotals	2	12	0	88	128	0	80	\$14,934.00					\$43,707.16	
Task 3 - Public Engagement (5 Mtgs)		15						\$1,080.00	\$1,080.00	\$1,771.96	\$299.46	\$9.41	\$3,160.82	
Task 4 - Vision/Goals/Objectives								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Task 5 - Growth Forecasting								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Task 6 - Travel Forecasting/Models								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Task 7 - Transportation Plan								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Task 8 - Infrastructure Plan														
8.1 Water Distribution System														
8.1.1 Project future flows				16			16	\$1,408.00	\$1,408.00	\$2,310.11	\$390.40	\$12.27	\$4,120.78	
8.1.2 Compare future flows to existing capacities				24				\$1,320.00	\$1,320.00	\$2,165.72	\$366.00	\$11.50	\$3,863.23	
8.1.3 Develop proposed expansions to water distribution system (planning level only)				40				\$2,200.00	\$2,200.00	\$3,609.54	\$610.00	\$19.17	\$6,438.71	
8.1.5 Maps of current/future water distribution system		4				12	12	\$1,128.00	\$1,128.00	\$1,850.71	\$312.76	\$9.83	\$3,301.30	
8.1.6 Schedule of Improvements		4		4				\$508.00	\$508.00	\$833.48	\$140.85	\$4.43	\$1,486.76	
8.1.7 Cost Estimating		2		16				\$1,024.00	\$1,024.00	\$1,680.08	\$283.93	\$8.92	\$2,996.93	
8.1.8 Summary Report		8		16			8	\$1,720.00	\$1,720.00	\$2,822.00	\$476.91	\$14.99	\$5,033.90	
8.1 Water Subtotals	0	18	0	116	0	12	36	\$9,308.00					\$27,241.61	
8.2 Sewer Collection System														
8.2.1 Project future flows					16		16	\$1,328.00	\$1,328.00	\$2,178.85	\$368.22	\$11.57	\$3,886.64	
8.2.2 Compare future flows to existing capacities					24			\$1,200.00	\$1,200.00	\$1,968.84	\$332.73	\$10.46	\$3,512.03	
8.2.3 Develop proposed expansions to collection system (planning level only)	8	8			40			\$3,336.00	\$3,336.00	\$5,473.38	\$924.98	\$29.07	\$9,763.43	
8.2.5 Maps of current/future collection system		4			8		12	\$1,528.00	\$1,528.00	\$2,506.99	\$423.67	\$13.32	\$4,471.98	
8.2.6 Schedule of Improvements	2	4			4			\$678.00	\$678.00	\$1,112.39	\$187.99	\$5.91	\$1,984.29	
8.2.7 Cost Estimating		2			16			\$944.00	\$944.00	\$1,548.82	\$261.75	\$8.23	\$2,762.79	
8.1.8 Summary Report		8			16		8	\$1,640.00	\$1,640.00	\$2,690.75	\$454.73	\$14.29	\$4,799.77	
8.2 Sewer Subtotals	10	26	0	0	124	12	36	\$10,654.00					\$31,180.93	
8.3 Stormwater														
8.3.1 Review 2016 Masterplan		8			16			\$1,376.00	\$1,376.00	\$2,257.60	\$381.53	\$11.99	\$4,027.12	
8.3.1 Incorporate 2016 Improvements into Comp. Plan		8			16			\$1,376.00	\$1,376.00	\$2,257.60	\$381.53	\$11.99	\$4,027.12	
8.3 Stormwater Subtotals	0	16	0	0	32	0	0	\$2,752.00					\$8,054.24	
Task 8 - Subtotals	10	60	0	116	156	24	72	\$22,714.00					\$66,476.79	
Task 9 - Housing Plan								\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Task 10 - Capital Improvement Plan														
10.1 Water		0		0				\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
10.2 Sewer		0			0			\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
10.3 Stormwater		0						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Task 10 - Subtotals	0	0	0	0	0	0	0	\$0.00					\$0.00	
<b>Total</b>	<b>20</b>	<b>139</b>	<b>0</b>	<b>212</b>	<b>292</b>	<b>24</b>	<b>152</b>	<b>\$44,072.00</b>	<b>Direct Labor</b>		<b>Total</b>	<b>Total</b>	<b>\$128,984.99</b>	
								\$72,308.93	Indirect (164.07%)					
								\$12,220.00	Fixed Fee (10.5%)					
								\$384.06	Cost of Money (0.33%)					
								<b>\$128,984.99</b>	<b>Total</b>					

**ENGINEERING MEMORANDUM**

November 16, 2023

RE: Engineering Staff Report

**Transportation Master Plan and Comprehensive Plan – Contract with KLJ Engineering and NDDOT:**

The City of Dickinson Transportation Master Plan and Comprehensive Plan update project three-way contract with the North Dakota Department of Transportation and KLJ Engineering. The task analysis and cost breakdown are shown in the table below. The Federal Highway Administration (FHWA) grant for the Transportation Master Planning is a not to exceed \$350,000 with an 80% FHWA and 20% City of Dickinson cost allocation. Therefore, up to a maximum of \$280,000 is to be paid by the FHWA, and the remainder is to be paid for by the City of Dickinson. The explanation and scope of work for the tasks noted below is included as an attachment.

Task	Direct	Cof	Indirect	Profit	Reimbursable Expenses	Direct Expenses (Apex)	Total	%	Federal \$	Local \$
1 - Project Management	\$16,218.00	\$45.41	\$30,763.76	\$4,933.09	\$3,200.00	\$15,640.22	\$70,800.48	14.2%	\$56,640.38	\$14,160.10
2 - Existing Conditions	\$15,624.00	\$43.75	\$29,637.01	\$4,752.41	\$0.00	\$43,707.16	\$93,764.32	18.8%	\$31,618.29	\$62,146.03
3 - Public Engagement	\$23,166.00	\$64.86	\$43,943.35	\$7,046.48	\$5,600.00	\$3,160.82	\$82,981.52	16.6%	\$66,385.22	\$16,596.30
4 - Vision/Goals/Objectives	\$2,826.00	\$7.91	\$5,360.61	\$859.59	\$0.00		\$9,054.12	1.8%	\$7,243.29	\$1,810.82
5 - Growth Forecasting	\$16,246.00	\$45.49	\$30,816.87	\$4,941.60	\$0.00		\$52,049.97	10.4%	\$27,655.75	\$24,394.22
6 - Travel Forecasting/Models	\$13,536.00	\$37.90	\$25,676.30	\$4,117.29	\$8,000.00	\$0.00	\$51,367.50	10.3%	\$41,094.00	\$10,273.50
7 - Transportation Plan	\$14,892.00	\$41.70	\$28,248.49	\$4,529.75	\$0.00		\$47,711.93	9.5%	\$38,169.55	\$9,542.39
8 - Infrastructure Plan	\$0.00	\$0.00	\$0.00	\$0.00	0	\$66,476.79	\$66,476.79	13.3%	\$0.00	\$66,476.79
9 - Housing Plan	\$8,036.00	\$22.50	\$15,243.41	\$2,444.34	\$0.00		\$25,746.25	5.1%	\$0.00	\$25,746.25
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%		
<b>Total</b>	<b>\$110,544.00</b>	<b>\$309.52</b>	<b>\$209,689.81</b>	<b>\$33,624.55</b>	<b>\$16,800.00</b>	<b>\$128,984.99</b>	<b>\$499,952.87</b>		<b>\$268,806.48</b>	<b>\$231,146.39</b>

Notes:

Costs for Apex Engineering Group are in RED

StreetLight Travel Data is in GREEN

Tasks with GREY fill have a less than 80% share in the FHWA Grant

The significance to updated the City of Dickinson’s current Transportation Master Plan and Comprehensive Plan, which were both adopted in 2013, will be to provide guidance for the physical development of the community. There will be an emphasis on the transportation network current conditions and future planning with the FHWA grant, and the comprehensive plan will provide a look at future land use, growth, infrastructure capacities, and annexations.

The city engineering and community development staff recommend approval.



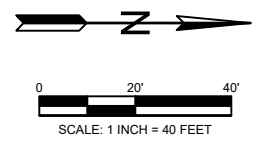
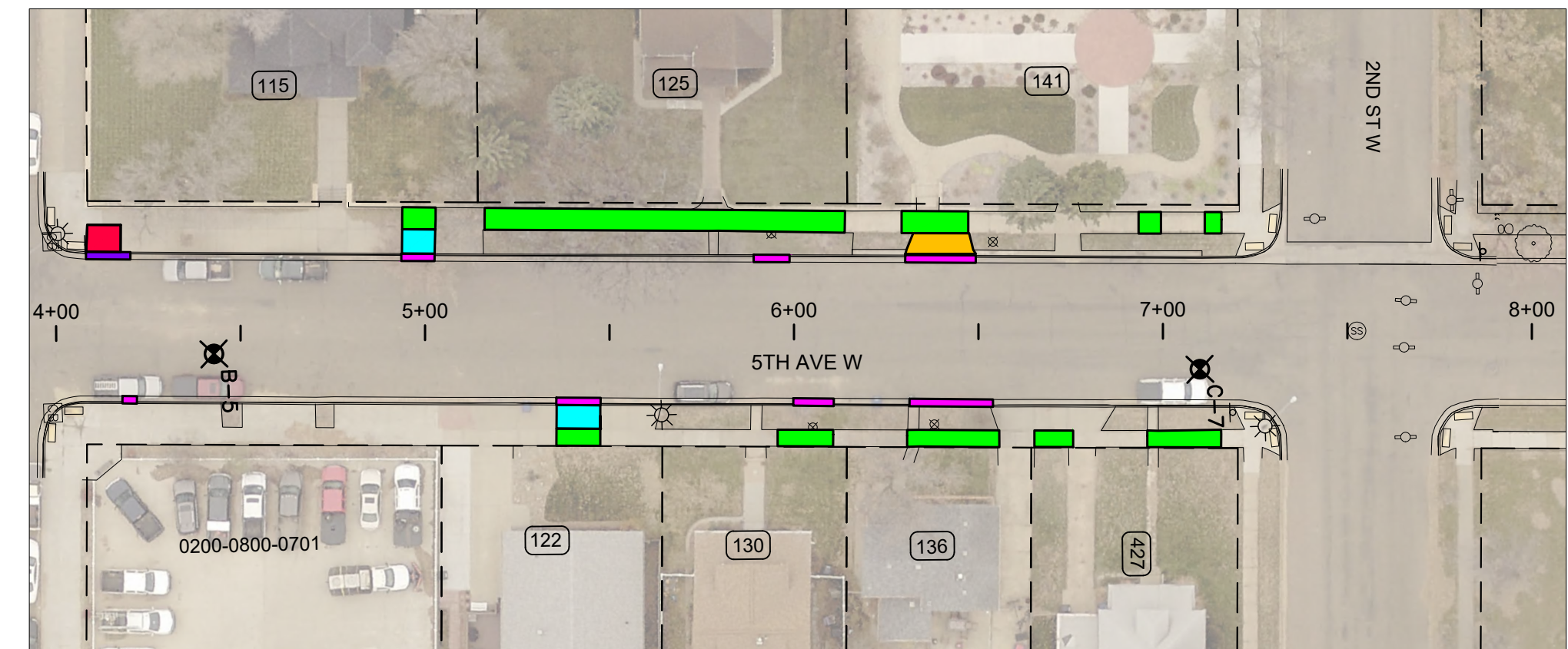
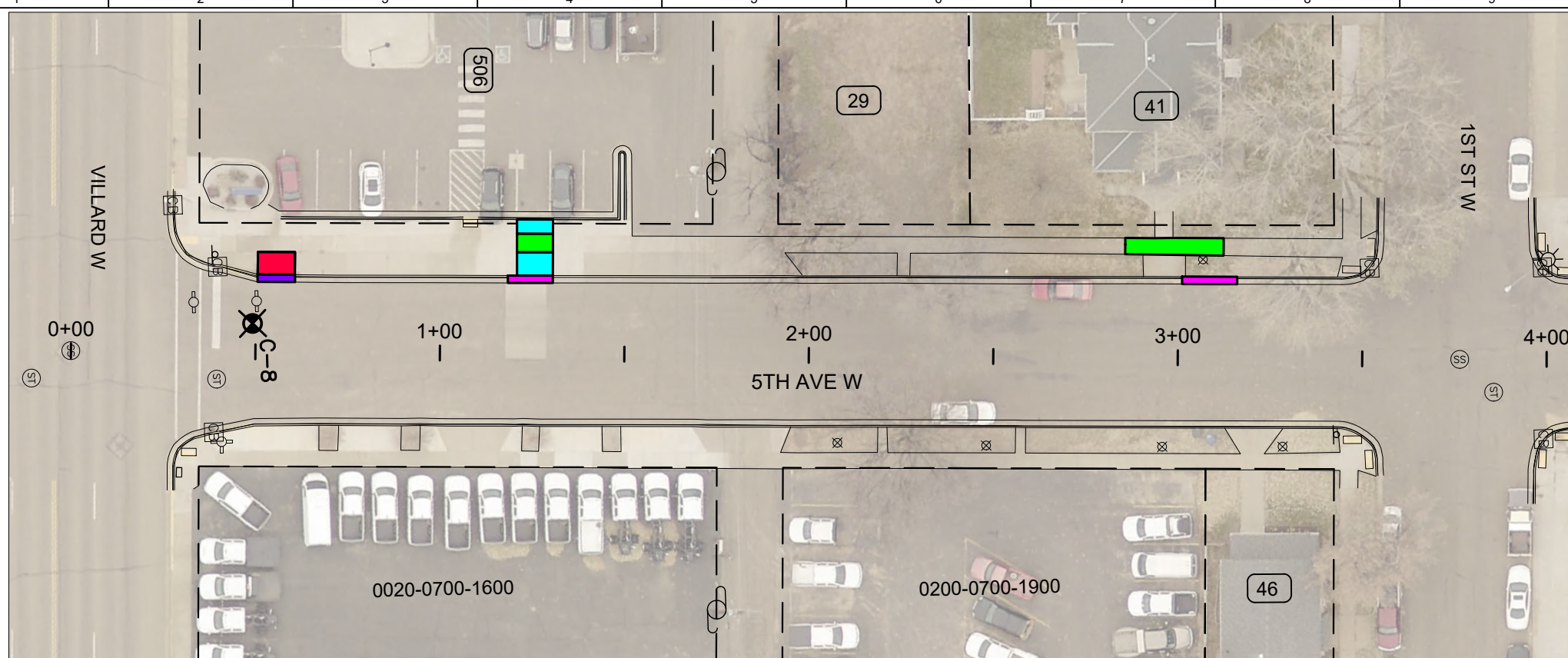


# 2024 Water Main and Lead Service Line Replacement



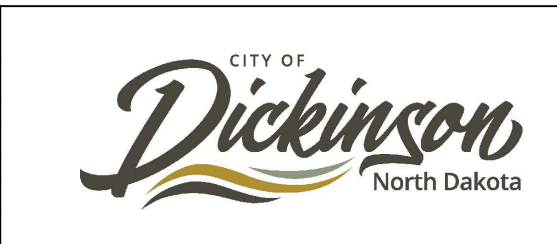
**LEGEND**

- SID CURB & GUTTER
- SID CONCRETE SIDEWALK
- SID CONCRETE BOULEVARD
- SID 6" CONCRETE DRIVEWAY
- NON-SID CONCRETE
- NON-SID CURB & GUTTER



PRELIMINARY  
NOT FOR  
CONSTRUCTION

REVISIONS		
Issue #	Description	Date



2024 WATERMAIN  
REPLACEMENT  
SID EXHIBITS  
5TH AVE W  
0+00 TO 8+00

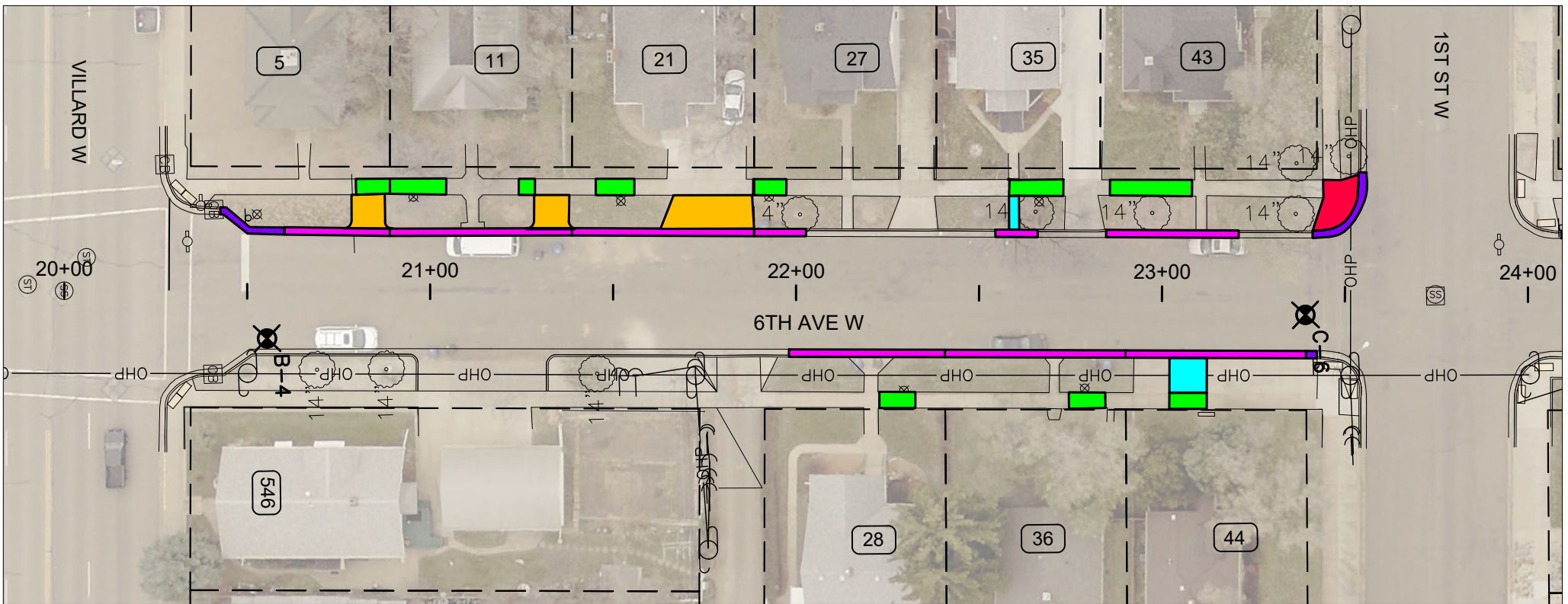


Bismarck - Detroit Lakes -  
Dickinson - Fargo - St. Cloud  
600 South 2nd Street, Suite # 145  
Bismarck, North Dakota 58504  
Office: 701-323-3950  
www.apexenggroup.com

Project #: \_\_\_\_\_ 23.XXX.XXXX  
Date: \_\_\_\_\_ XXX XX, 2023  
Drawn By: \_\_\_\_\_ First L.  
Checked By: \_\_\_\_\_ First L.  
Approved By: \_\_\_\_\_ First L.

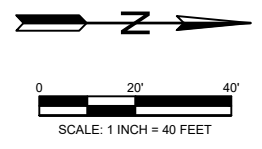
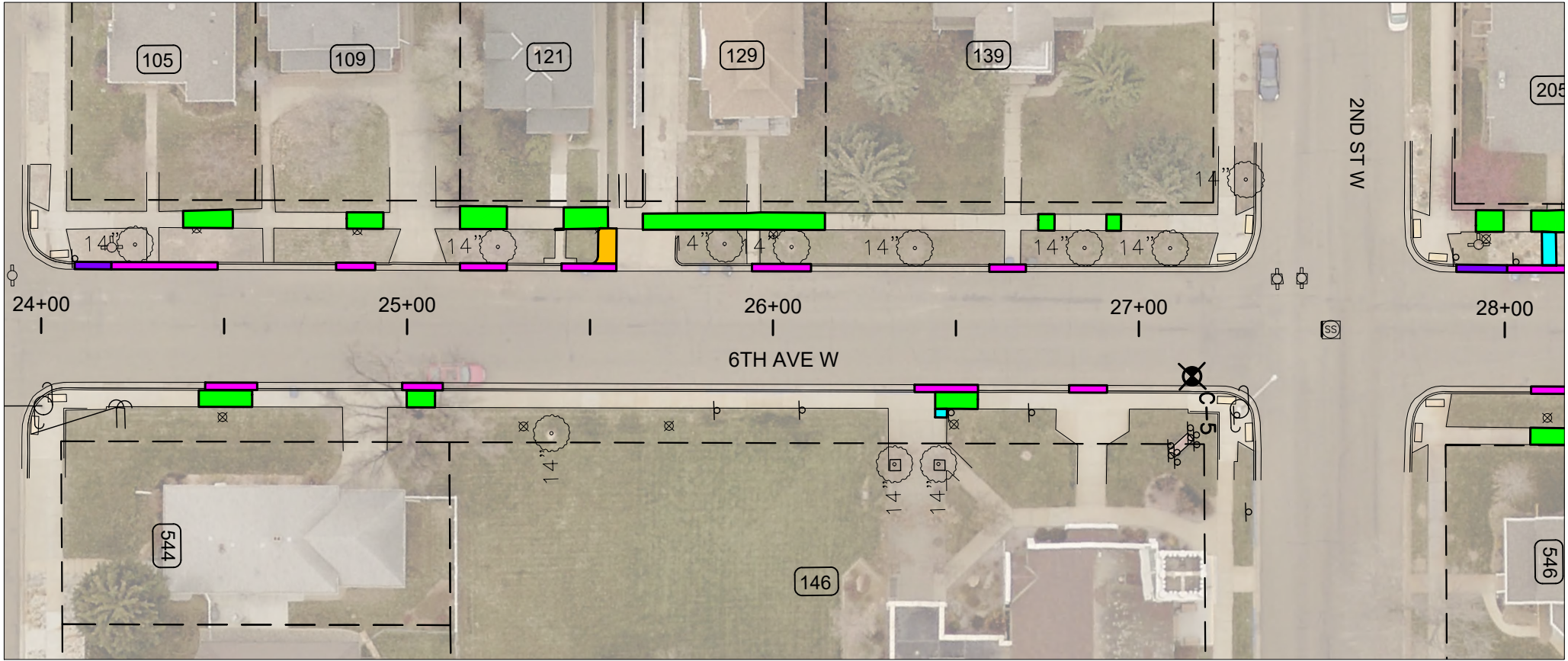
Sheet:  
  
**S.01**  
  
387





**LEGEND**

- SID CURB & GUTTER
- SID CONCRETE SIDEWALK
- SID CONCRETE BOULEVARD
- SID 6" CONCRETE DRIVEWAY
- NON-SID CONCRETE
- NON-SID CURB & GUTTER



PRELIMINARY  
NOT FOR  
CONSTRUCTION

REVISIONS		
Issue #	Description	Date



**2024 WATERMAIN  
REPLACEMENT  
SID EXHIBITS  
6TH AVE W  
20+00 TO 28+00**



Bismarck - Detroit Lakes -  
Dickinson - Fargo - St. Cloud  
600 South 2nd Street, Suite # 145  
Bismarck, North Dakota 58504  
Office: 701-323-3950  
www.apexenggroup.com

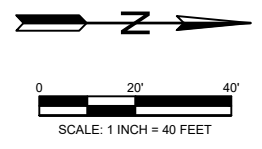
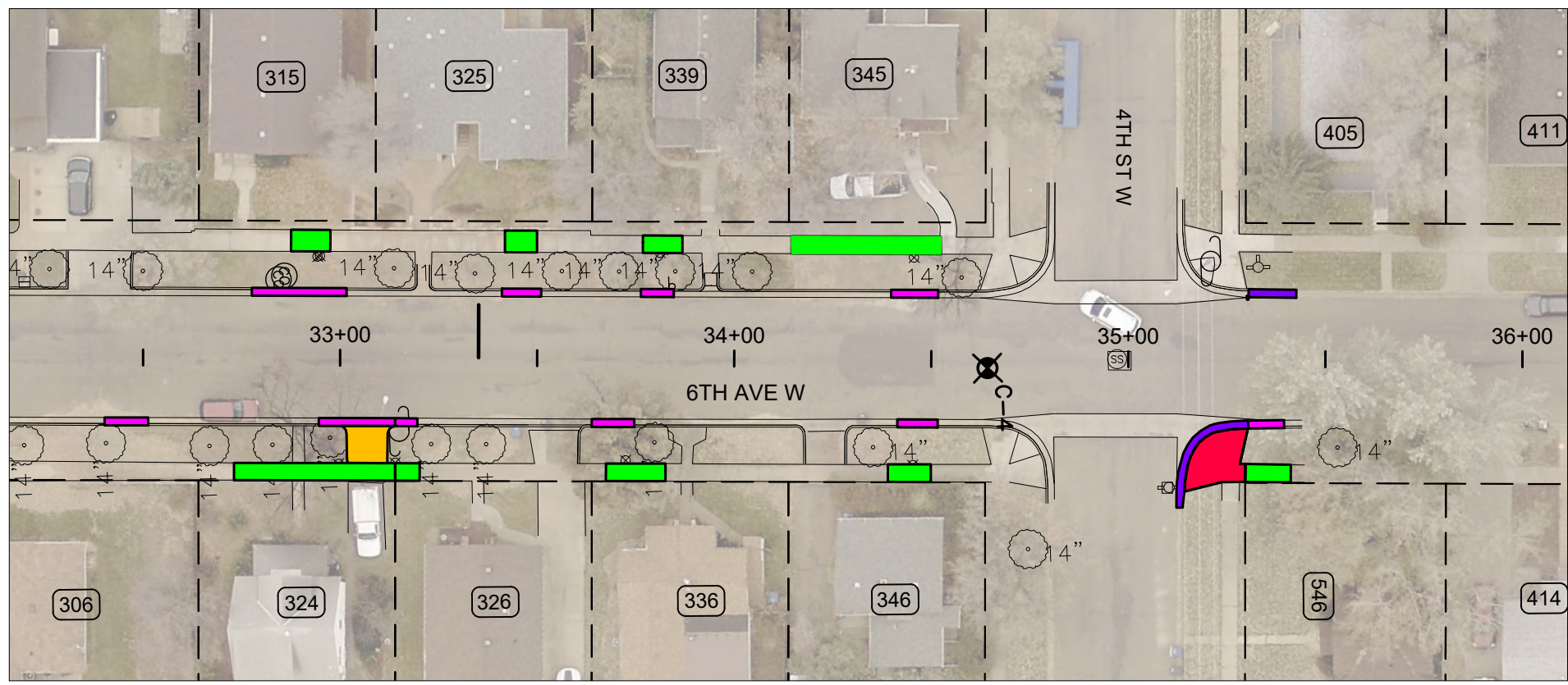
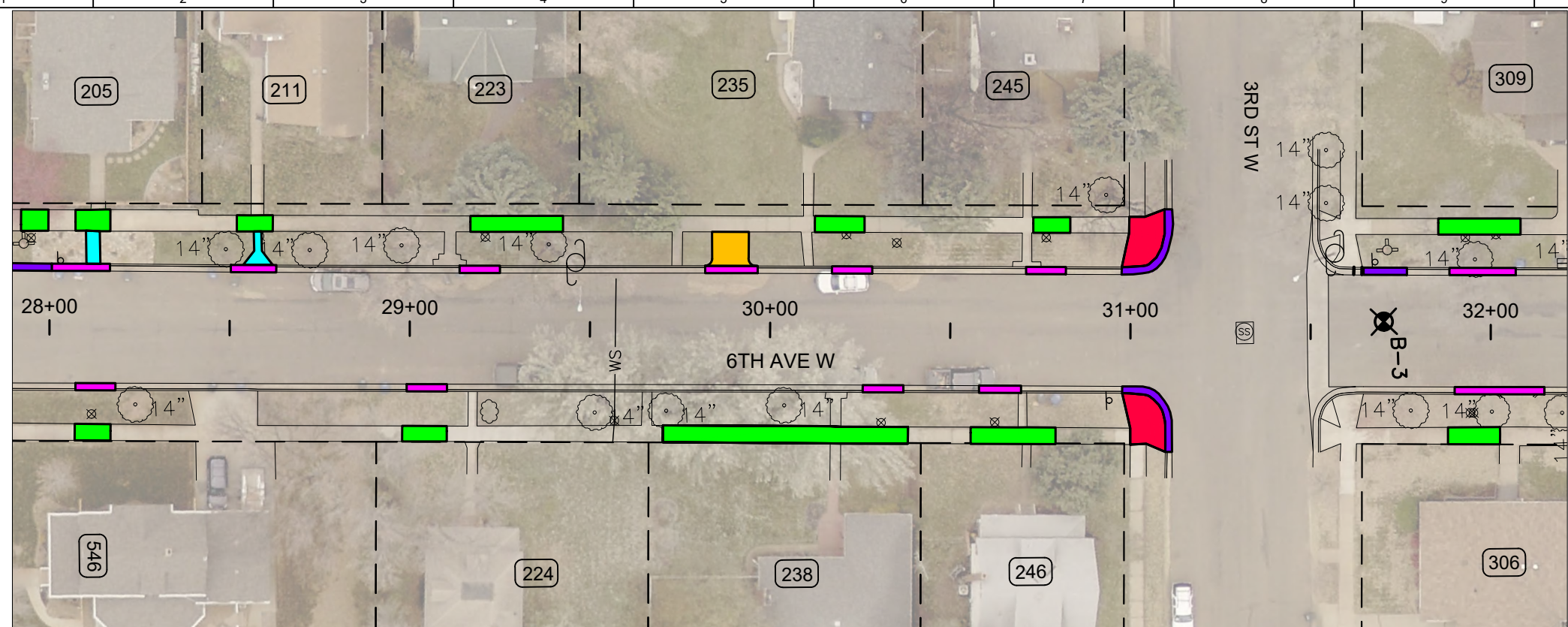
Project #: \_\_\_\_\_ 23.XXX.XXXX  
Date: \_\_\_\_\_ XXX XX, 2023  
Drawn By: \_\_\_\_\_ First L.  
Checked By: \_\_\_\_\_ First L.  
Approved By: \_\_\_\_\_ First L.

Sheet:  
**S.02**



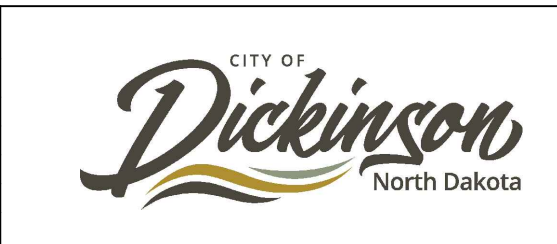
**LEGEND**

- SID CURB & GUTTER
- SID CONCRETE SIDEWALK
- SID CONCRETE BOULEVARD
- SID 6" CONCRETE DRIVEWAY
- NON-SID CONCRETE
- NON-SID CURB & GUTTER



PRELIMINARY  
NOT FOR  
CONSTRUCTION

REVISIONS		
Issue #	Description	Date



2024 WATERMAIN  
REPLACEMENT  
SID EXHIBITS  
6TH AVE W  
28+00 TO 36+00



Bismarck - Detroit Lakes -  
Dickinson - Fargo - St. Cloud  
600 South 2nd Street, Suite # 145  
Bismarck, North Dakota 58504  
Office: 701-323-3950  
www.apexenggroup.com

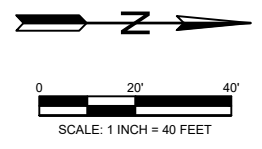
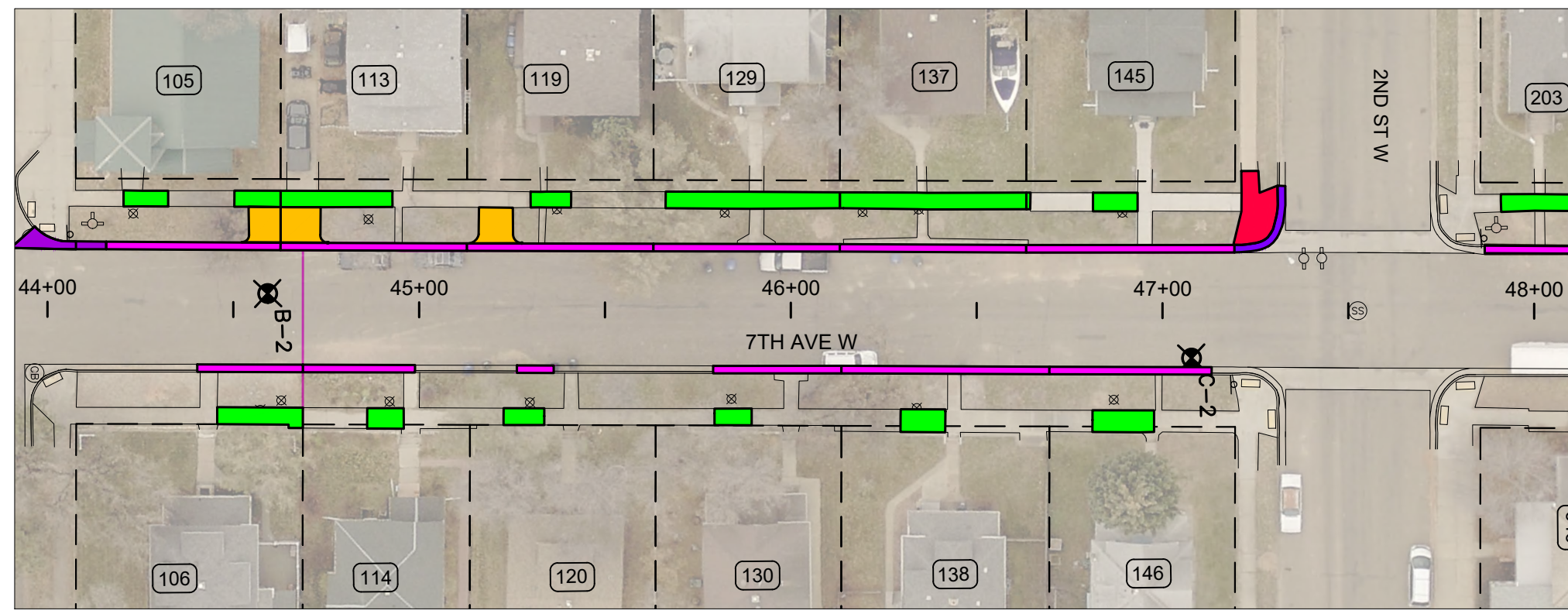
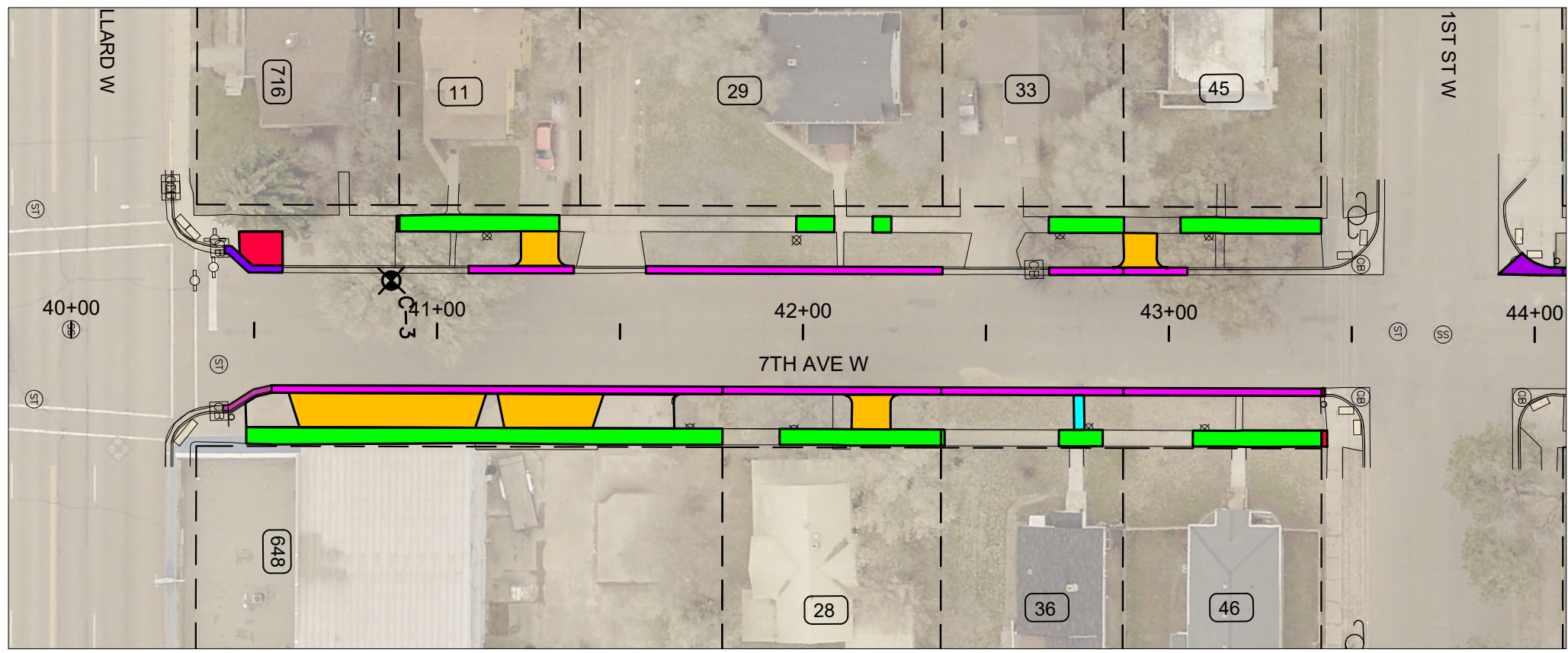
Project #: \_\_\_\_\_ 23.XXX.XXXX  
Date: \_\_\_\_\_ XXX XX, 2023  
Drawn By: \_\_\_\_\_ First L.  
Checked By: \_\_\_\_\_ First L.  
Approved By: \_\_\_\_\_ First L.

Sheet:  
  
**S.03**  
  
389



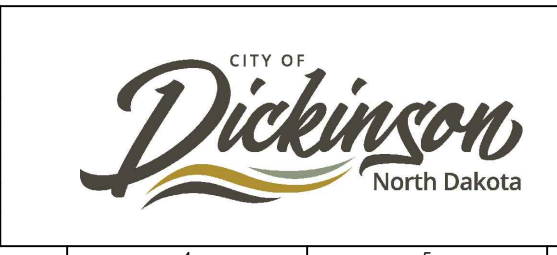
**LEGEND**

- SID CURB & GUTTER
- SID CONCRETE SIDEWALK
- SID CONCRETE BOULEVARD
- SID 6" CONCRETE DRIVEWAY
- NON-SID CONCRETE
- NON-SID CURB & GUTTER

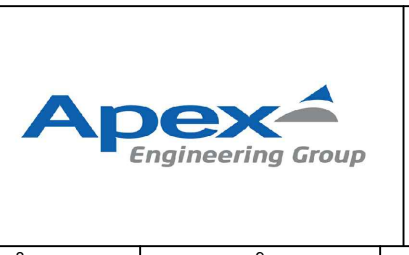


PRELIMINARY  
NOT FOR  
CONSTRUCTION

REVISIONS		
Issue #	Description	Date



**2024 WATERMAIN  
REPLACEMENT  
SID EXHIBITS  
7TH AVE W  
40+00 TO 48+00**

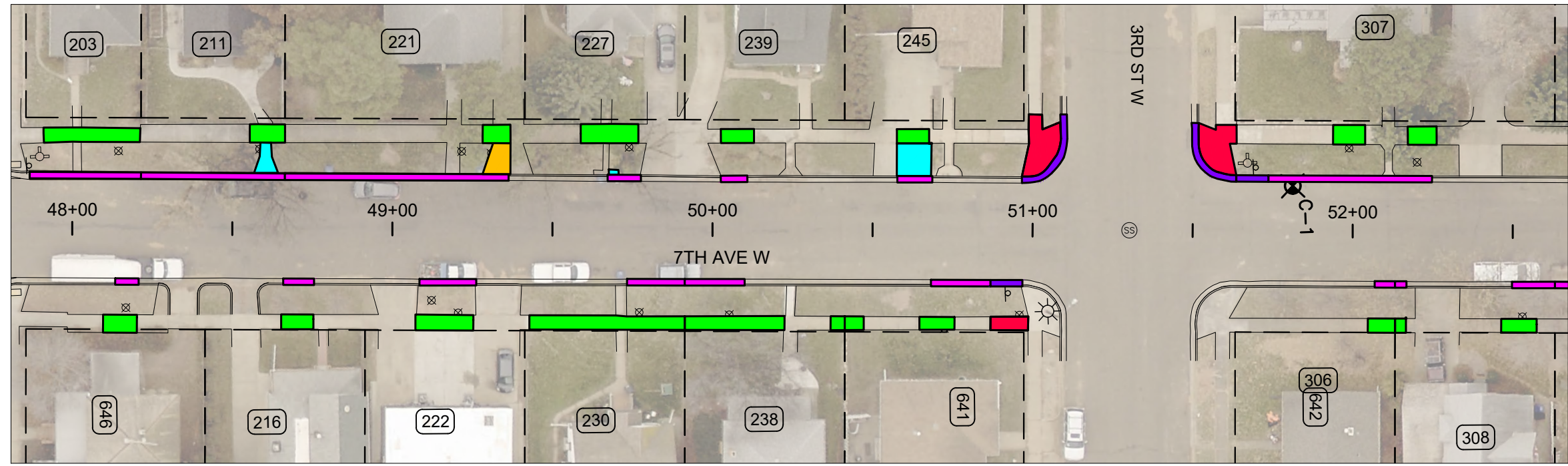


Bismarck - Detroit Lakes -  
 Dickinson - Fargo - St. Cloud  
 600 South 2nd Street, Suite # 145  
 Bismarck, North Dakota 58504  
 Office: 701-323-3950  
 www.apexenggroup.com

Project #: \_\_\_\_\_ 23.XXX.XXXX  
 Date: \_\_\_\_\_ XXX XX, 2023  
 Drawn By: \_\_\_\_\_ First L.  
 Checked By: \_\_\_\_\_ First L.  
 Approved By: \_\_\_\_\_ First L.

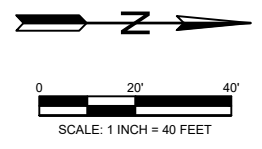
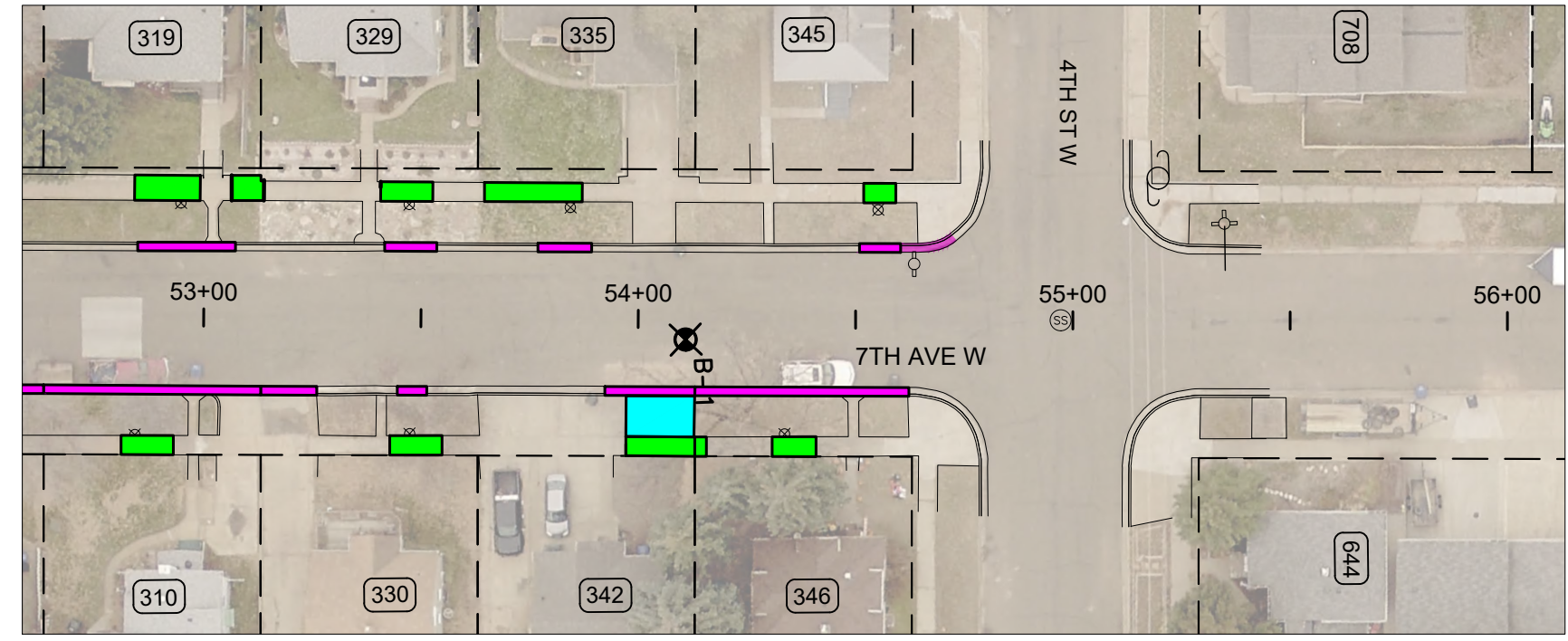
Sheet:  
S.04  
390





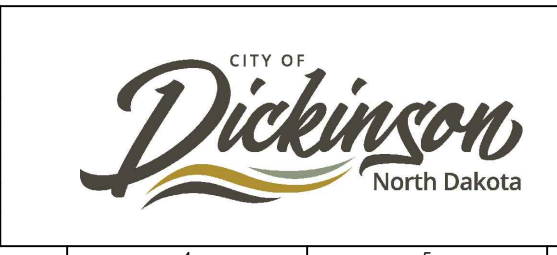
**LEGEND**

- SID CURB & GUTTER
- SID CONCRETE SIDEWALK
- SID CONCRETE BOULEVARD
- SID 6" CONCRETE DRIVEWAY
- NON-SID CONCRETE
- NON-SID CURB & GUTTER

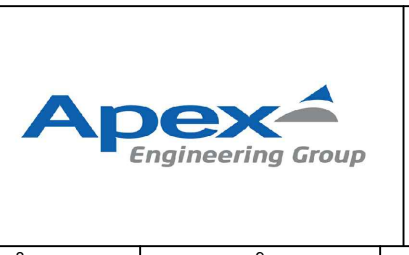


PRELIMINARY  
NOT FOR  
CONSTRUCTION

REVISIONS		
Issue #	Description	Date



2024 WATERMAIN  
REPLACEMENT  
SID EXHIBITS  
7TH AVE W  
48+00 TO 56+00



Bismarck - Detroit Lakes -  
Dickinson - Fargo - St. Cloud  
600 South 2nd Street, Suite # 145  
Bismarck, North Dakota 58504  
Office: 701-323-3950  
www.apexenggroup.com

Project #: \_\_\_\_\_ 23.XXX.XXXX  
Date: \_\_\_\_\_ XXX XX, 2023  
Drawn By: \_\_\_\_\_ First L.  
Checked By: \_\_\_\_\_ First L.  
Approved By: \_\_\_\_\_ First L.

Sheet:  
  
**S.05**  
  
391

**ENGINEERING MEMORANDUM**

November 16, 2023

RE: November 21<sup>st</sup> Commission Meeting

**2024 WATER MAIN AND LEAD SERVICE LINE REPLACEMENT CONCRETE AND PAVEMENT INFO**

During the City Commission meeting on November 7, 2023, the request for further providing information regarding the estimated quantities and costs for the concrete and pavement related to the project was made. The following concrete and asphalt pavement quantities and estimated project totals are shown in the table below.

The quantities are based on the field assessments completed to replace the poor condition curb and gutter and driveways which will add value to the street pavement life cycle by limiting water infiltration, and improve the surface drainage. The following concrete and asphalt pavement quantities and estimated project totals are shown in the table below.

<b>Concrete Estimate (Sidewalks/Driveways/Curb &amp; Gutter)</b>	<b>Total Dollars (Rounded to Nearest Thousand)</b>
Total SID	\$651,000
Total Non-SID	\$80,000
<b>Project Total =</b>	<b>\$731,000</b>

<b>Asphalt Estimate</b>	<b>Quantity</b>	<b>Total Installed Cost Estimate</b>
Mill	8,900 Square Yards	\$52,000
Overlay	1,200 Tons	\$240,000
	<b>Total =</b>	<b>\$292,000</b>

**Basis of Estimate and Quantities:**

- The estimated quantities are preliminary being the design 30% complete
- Milling the existing asphalt pavement area not disturbed by trenches or concrete removal
- Overlay the entire street 1-1/2" asphalt with Superpave FAA 43
- Unit prices used from the State Avenue Mill and Overlay project (adjusted for lesser quantities, intersections, narrow road) plus 20%
- Unit price adjustment to account for annual inflation of 4%
- Estimate includes contingencies and engineering services

The city engineering staff recommends approval.



# Engineering & Community Development

Presented by: Joshua Skluzacek – Engineer/Community Development Director  
Tuesday November 21, 2023

## City Commission Monthly Report





# Planning

## Monthly updates to Planning & Zoning Commission

- Department updates
- Comprehensive Plan updates / Transportation Master Plan updates
- Discussions to initiate or continue research into upcoming ordinance amendment proposals

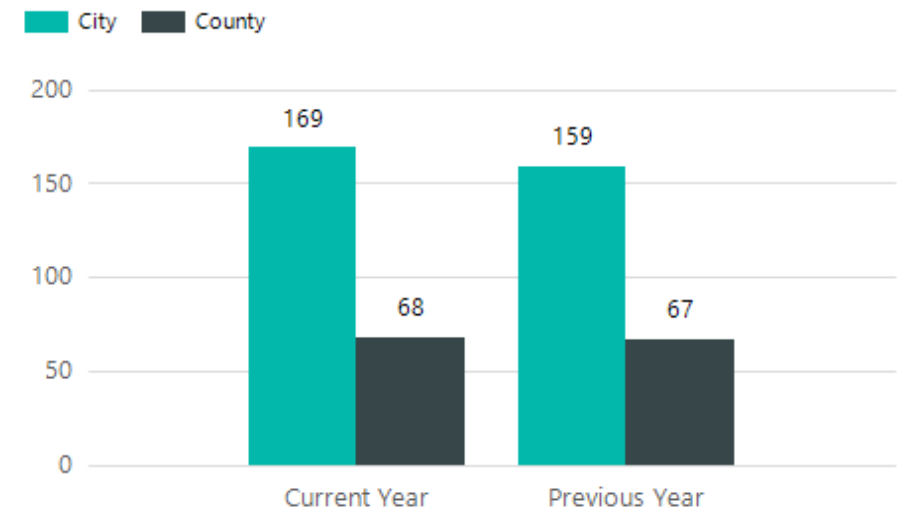
Staff has been instructed to proceed with proposing verbiage and development regulations regarding homeless shelters (further work sessions before City Commission consideration)

Increase in downtown district retail and restaurant activity. Staff will increasingly seek active community engagement with business owners to inform the Comprehensive Plan and plan for strategic revitalization

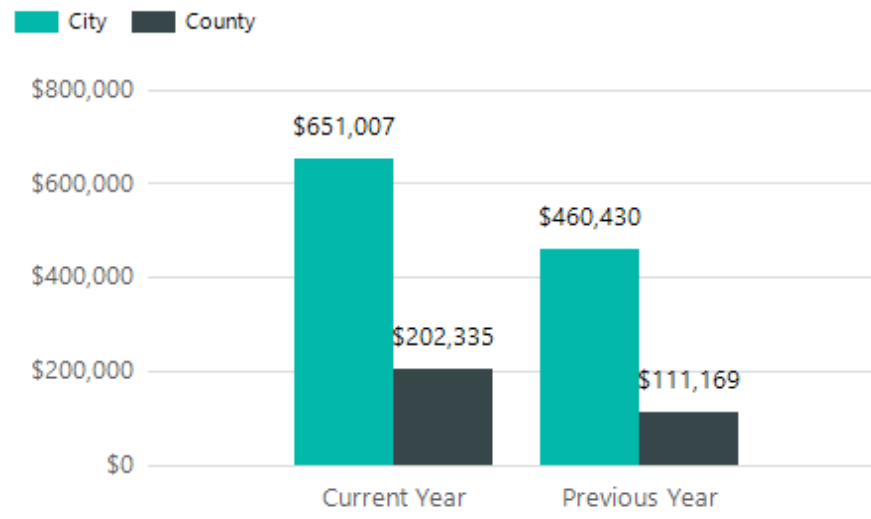


# Buildings & Codes

### Number of Permits Paid & Picked Up



### Total Fees for Permits Paid & Picked Up





# Engineering

Project Name	Project Manager	Progress	Start	End
<b>EXECUTION</b>				
LEGACY SQUARE	DD	100%	1/1/2022	6/10/2023
NORTH INDUSTRIES UTILITIES	JS	40%	9/5/2023	7/12/2024
STATE AVE STREET IMPROVEMENTS	JS	100%	6/5/2023	8/25/2023
2021 MILL & OVERLAY	LM	100%	3/30/2021	8/31/2023
2022 MILL & OVERLAY	LM	100%	6/1/2022	10/31/2023
LEGACY SQUARE PARKING LOT	LM	99%	8/10/2023	11/30/2023
DICKINSON SOUTH CEMETERY	LM	99%	8/3/2023	11/30/2023
DRAINAGE DITCH EROSION REPAIR	JS	100%	4/25/2023	5/10/2023
2023 ROAD MAINTENANCE	LM	99%	6/19/2023	11/30/2023
2023 WATERMAIN & LEAD SERVICE LINE	JS	100%	5/29/2023	8/25/2023
15TH ST. W. (THE DISTRICT)	JS	99%	6/26/2023	8/11/2023
SUNDANCE COVES LIGHTING	LM	0%	6/17/2024	11/30/2024

# Engineering

Project Name	Project Manager	Progress	Start	End
<b>DESIGN ENGINEERING</b>				
EAST BROADWAY DAM	LM	30%	11/27/2023	7/15/2024
HEART RIVER BRIDGE IMPROVEMENTS - S. STATE AVE.	LM	0%		
2024 ROAD MAINTENANCE	LM	0%	1/2/2024	11/30/2024
I-94 WBL & ROUNDABOUTS	JS	45%	1/8/2023	10/11/2024
<b>PRELIMINARY ENGINEERING</b>				
PATTERSON LAKE IMPROVEMENTS	JS	0%	4/12/2023	12/31/2024
FIRE STATION EVALUATION	JS	0%	1/16/2024	5/31/2024
PUBLIC SAFETY TRAINING CENTER	JS	0%	1/16/2024	6/28/2024
2024 ROAD MAINTENANCE	LM	100%	7/18/2023	10/13/2023
2024 WATERMAIN & LEAD SERVICE LINE	JS	30%	7/24/2023	10/30/2023
SIMS STREET IMPROVEMENTS	JS	60%	8/21/2023	12/22/2023
SOUTH DICKINSON PROPERTY AREA STUDY	JS	40%	6/20/2023	12/18/2023
FAIRWAY/STATE STORM WATER DRAINAGE SYSTEM UPGRADES	JS	0%	7/31/2023	1/26/2024
PAVEMENT MANAGEMENT STUDY	JS	90%	6/29/2023	12/15/2023

# Geographical Information System (GIS)

- Received scouting flight images from Pictometry and LIDAR
- Migrated Web Maps to New Website



Web Map  
Dickinson Land Information Map  
Information about Tax parcels, Zoning,  
and other features.



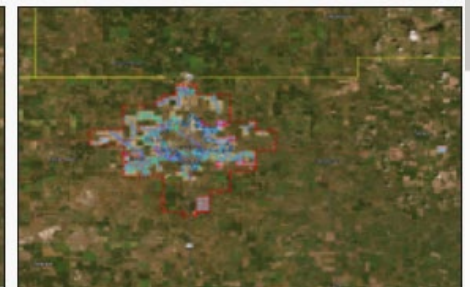
Web Map  
Dickinson Street Information Map  
Map Showing various street designations  
for the City of Dickinson,ND



Web Map  
Dickinson Utility Information Map  
Utility locate layers for the City of  
Dickinson, ND



Web Map  
Dickinson Zoning Information ...  
Information about Zoning, and other  
features.



Web Map  
FEMA Flood Hazard Changes ...  
Map showing preliminary changes to  
Flood hazard zones in and around  
Dickinson, ND

*Thank you!*

**QUESTIONS AND COMMENTS ARE WELCOME**



[www.DickinsonGov.com](http://www.DickinsonGov.com)





# ND NATIONAL GUARD REZONE AND FLUM AMENDMENT







**NORTH DAKOTA NATIONAL GUARD**  
JOINT FORCE HEADQUARTERS  
PO BOX 5511  
BISMARCK, ND 58506-5511

November 13, 2023


Honorable Scott Decker  
Mayor, City of Dickinson  
38 1<sup>st</sup> St W  
Dickinson, ND 58601

Dear Mayor Decker:

The North Dakota National Guard fully supports the rezoning petition for the property legally described as Lot 1, Block 1, Energy Center 3<sup>rd</sup>. Rezoning the property from General Industrial to Public preserves the intent of the property the North Dakota National Guard leases from the from the city. Additionally, the rezoning action allows similar infrastructure to be constructed around the National Guard Readiness Center which is currently under construction.

Thank you for your time on this matter. If you have any questions, please feel free to contact me at (701) 333-2075.

Sincerely,

 Digitally signed by  
VOLK.CODY.JOE.1145929403  
Date: 2023.11.13 22:07:24  
-06'00'

Cody J. Volk  
Colonel, North Dakota Army National Guard  
G9, Director of Installations and Enviorment



# STAFF REPORT

**To:** Planning and Zoning Commission  
**From:** City of Dickinson Planning  
**Date:** November 8, 2023  
**Re:** REZ-007-2023 Energy Center 3<sup>rd</sup> Addition Rezone

**OWNER/APPLICANT**

City of Dickinson  
 38 1<sup>st</sup> Street E

<b>Public Hearings:</b>	November 15, 2023	Planning and Zoning Commission
	November 21, 2023	City Commission
	December 5, 2023	City Commission

**EXECUTIVE SUMMARY**

To consider approval of a rezone petition from General Industrial (GI) to Public (P) of a property legally described as Lot 1, Block 1, Energy Center 3<sup>rd</sup>. Approval of this Future Land Use Amendment is required for legal conformity of the concurrent rezone petition of this property.

Staff recommends approval of REZ-007-2023. Staff has received no comments from the public.

**LOCATION**

The property proposed for this Rezone is legally described as Lot 1, Block 1, Energy Center 3<sup>rd</sup> Addition, located within the SE ¼ Section 1, Township 139N, Range 96W of the 5<sup>th</sup> Principal Meridian, City of Dickinson, Stark County, North Dakota. The subject parcel is generally located on the west side of Energy Drive, approximately 1,100 feet north of Villard Street E.

<b>CURRENT ZONING</b>	<b>General Industrial</b>
<b>FUTURE LAND USE MAP DESIGNATION</b>	<b>Industrial</b>
<b>GROSS SITE ACREAGE</b>	<b>25.64 acres</b>
<b>LOTS PROPOSED</b>	<b>N/A</b>

NEARBY ZONING & LAND USE		
Direction	Zoning	Land Use
North	GI	Industrial
East	GI	Industrial
South	GI	Industrial
West	GI	Industrial

**STAFF ANALYSIS & RECOMMENDATION**

The property is owned by the City of Dickinson, and the land uses on the property have been; North Dakota National Guard outdoor equipment storage area on the eastern portion of the property, and the western portion has been used for miscellaneous storage for public works. The new North Dakota National Guard Readiness Center is currently being constructed within the general footprint of what was previously the outdoor equipment storage area. The City of Dickinson staff has been in discussions with the North Dakota National Guard about the City’s proposal for a Public Safety Training Facility on the western portion of the property. The intent is for the North Dakota National Guard and the City of Dickinson Public Safety departments to utilize the others facilities, providing mutual benefit. This City of Dickinson project is currently out for Request for Proposal to complete the engineering and design for the site layout and utility connections with the intent of submitting the plans for a Department of Defense grant in 2024. Both the North Dakota National Guard Readiness Center and the proposed Public Safety Training Facility would be best suited in the proposed Public zoning district.

An amendment to the Future Land Use Map approval of this petition. Staff has reviewed the surrounding GI-zoned area and has determined that approval of the rezone and FLUM amendment will have negligible or no impact on future infill and development of the area.

**Compatibility with Local Uses**

The introduction of the National Guard Readiness Center and Fire Safety Training Center should have no deleterious effect on nearby local uses. The applicant and those utilizing the subject property must understand that being embedded within General Industrial zoning may lead to future conflicts, depending on the nature of any nearby future industrial development. Per current ordinance, future industrial uses will be permitted in this area.

**Compliance with Zoning and Subdivision Regulations**

If approved, the subject parcel will comply with requirements as set forth by Articles 39 Zoning and 34 Subdivision.

The Public zoning district is not subject to bufferyard standards set forth in **Section 39.08.005 Bufferyard**. Similarly, the adjacent GI lots are permitted to develop as if the National Guard facility were zoned GI.

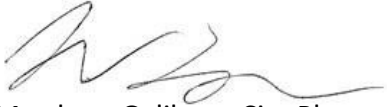
**Provisions Table 8-2 Buffer-yard Requirements.** If approved, the subject parcel will comply with requirements as set forth by Articles 39 Zoning and 34 Subdivision.

**Public Input**

As of the date of this report, City staff has not received any public comments.

**Staff Recommendation**

Staff recommends approval of the Future Land Use Map Amendment FLM-002-2023.



Matthew Galibert, City Planner

**APPENDICES**

None

**ATTACHMENTS**

A – Staff report



**MOTIONS:**

**\*\*\*Approval\*\*\***

*“I move the City of Dickinson Planning and Zoning Commission recommend approval of **FLM-002-2023** as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare “*

*(AND) the following additional requirements (IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):*

1. \_\_\_\_\_;
2. \_\_\_\_\_.

**\*\*\*Denial\*\*\***

*“I move the Dickinson Planning and Zoning Commission recommend Denial of **FLM-002-2023** as NOT meeting all the requirements of the Dickinson Municipal Code and as being contrary to interest of the public health, safety and welfare.”*

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP FOR REZONING AND RECLASSIFYING DESIGNATED LOTS, BLOCKS OR TRACTS OF LAND WITHIN THE ZONING JURISDICTION OF THE CITY OF DICKINSON, NORTH DAKOTA.

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

**Section 1:** That the City of Dickinson Zoning Map as provided in the City Code Section 39.04.006, designating the area and boundaries of the “GI” and “P” zoning districts within the municipality jurisdiction of the City of Dickinson, North Dakota, be amended as follows:

1. To reclassify and rezone a 25.84 acre parcel from General Industrial (GI) to Public (P) described as follows:

A tract of land as described in Deed Document No. 3029000, as recorded at the Stark County Clerk and Recorders Office and having the Parcel No. 41-1575-01000-102 and a tract of land having the Parcel No. 41-1575-01000-101 in the Southeast Quarter (SE¼) of Section 1, Township 139 North, Range 96 West of the 5<sup>th</sup> P.M., Stark County, North Dakota described as follows: Beginning at the northwest corner of a said tract of land as described in Deed Document No. 3029000; thence S87°54’17”E, a distance of 1957.00 feet; thence S01°33’27”W, a distance of 436.94 feet; thence N87°54’17”W, a distance of 1097.60 feet; thence along the arc of a curve to the left with a radius of 366.00 feet, an arc length of 578.40, chord bearing S46°48’06”W, 520.06 feet; thence S01°29’48”W, a distance of 122.28 feet; thence N87°54’17”W, a distance of 490.01 feet; thence N01°32’42”E, a distance of 928.85 feet to the Point of Beginning. Containing 25.84 acres, more or less, and is subject to any previous easements, agreements, conveyances and surveys.

SAID PARCEL CONTAINS 25.84 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS UNLESS OTHERWISE INDICATED BY THIS PLAT

**OR**

Lot 1, Block 1, Energy Center 3rd Addition, located within the SE¼ Section 1, Township 139N, Range 96W of the 5th Principal Meridian, City of Dickinson, Stark County, North Dakota

**Section 2: Repeal of Ordinances in Conflict.** All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

**Section 3: Severability.** In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

**Section 4: Effective Date:** This Ordinance shall be in full force and effect from and after final passage.

---

Scott Decker, President  
Board of City Commissioners

ATTEST

---

Dustin Dassinger, City Administrator

First Reading: \_\_\_\_\_, 2023  
Second Reading: \_\_\_\_\_, 2023  
Final Passage: \_\_\_\_\_, 2023

# ND NATIONAL GUARD REZONE AND FLUM AMENDMENT





**NORTH DAKOTA NATIONAL GUARD**  
JOINT FORCE HEADQUARTERS  
PO BOX 5511  
BISMARCK, ND 58506-5511

November 13, 2023

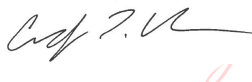
Honorable Scott Decker  
Mayor, City of Dickinson  
38 1<sup>st</sup> St W  
Dickinson, ND 58601

Dear Mayor Decker:

The North Dakota National Guard fully supports the rezoning petition for the property legally described as Lot 1, Block 1, Energy Center 3<sup>rd</sup>. Rezoning the property from General Industrial to Public preserves the intent of the property the North Dakota National Guard leases from the from the city. Additionally, the rezoning action allows similar infrastructure to be constructed around the National Guard Readiness Center which is currently under construction.

Thank you for your time on this matter. If you have any questions, please feel free to contact me at (701) 333-2075.

Sincerely,

 Digitally signed by  
VOLK.CODY.JOE.1145929403  
Date: 2023.11.13 22:07:24  
-06'00'

Cody J. Volk  
Colonel, North Dakota Army National Guard  
G9, Director of Installations and Enviorment





## STAFF REPORT

**To:** Planning and Zoning Commission  
**From:** City of Dickinson Planning  
**Date:** November 8, 2023  
**Re:** **FLM-002-2023 Future Land Use Amendment**

### OWNER/APPLICANT

City of Dickinson  
 38 1<sup>st</sup> Street E

<b>Public Hearings:</b>	November 15, 2023	Planning and Zoning Commission
	November 21, 2023	City Commission
	December 5, 2023	City Commission

### EXECUTIVE SUMMARY

To consider approval of a Future Land Use Amendment from Industrial to Public/Civic of a property legally described as Lot 1, Block 1, Energy Center 3<sup>rd</sup>. Approval of this Future Land Use Amendment is required for legal conformity of the concurrent rezone petition of this property.

Staff recommends approval of FLUM-002-2023. Staff has received no comments from the public.

### LOCATION

The property proposed for this Future Land Use Map Amendment is legally described as Lot 1, Block 1, Energy Center 3<sup>rd</sup> Addition, located within the SE ¼ Section 1, Township 139N, Range 96W of the 5<sup>th</sup> Principal Meridian, City of Dickinson, Stark County, North Dakota. The subject parcel is generally located on the west side of Energy Drive, approximately 1,100 feet north of Villard Street E.

<b>CURRENT ZONING</b>	<b>General Industrial</b>
<b>FUTURE LAND USE MAP DESIGNATION</b>	<b>Industrial</b>
<b>GROSS SITE ACREAGE</b>	<b>25.64 acres</b>
<b>LOTS PROPOSED</b>	<b>N/A</b>

NEARBY ZONING & LAND USE		
Direction	Zoning	Land Use
North	GI	Industrial
East	GI	Industrial
South	GI	Industrial
West	GI	Industrial

**STAFF ANALYSIS & RECOMMENDATION**

The property is owned by the City of Dickinson, and the land uses on the property have been; North Dakota National Guard outdoor equipment storage area on the eastern portion of the property, and the western portion has been used for miscellaneous storage for public works. The new North Dakota National Guard Readiness Center is currently being constructed within the general footprint of what was previously the outdoor equipment storage area. The City of Dickinson staff has been in discussions with the North Dakota National Guard about the City’s proposal for a Public Safety Training Facility on the western portion of the property. The intent is for the North Dakota National Guard and the City of Dickinson Public Safety departments to utilize the others facilities to bring mutual benefit. This City of Dickinson project is currently out for Request for Proposal to complete the engineering and design for the site layout and utility connections with the intent of submitting the plans for a Department of Defense grant in 2024. Both the North Dakota National Guard Readiness Center and the proposed Public Safety Training Facility would be best suited in the proposed Public zoning district.

An amendment to the Future Land Use Map is necessary upon approval to rezone the subject property from GI to P (REZ-007-2023). Staff has reviewed the surrounding GI-zoned area and has determined that approval of the rezone and FLUM amendment will have negligible or no impact on future infill and development of the area.

**Compatibility with Local Uses**

The introduction of the National Guard Readiness Center and Fire Safety Training Center should have no deleterious effect on nearby local uses. The applicant and those utilizing the subject property must understand that being embedded within General Industrial zoning may lead to future conflicts, depending on the nature of any nearby future industrial development. Per current ordinance, future industrial uses will be permitted in this area.

**Compliance with Zoning and Subdivision Regulations**

The Public zoning district is not subject to bufferyard standards set forth in **Section 39.08.005 Bufferyard**. Similarly, the adjacent GI lots are permitted to develop as if the National Guard facility were zoned GI.

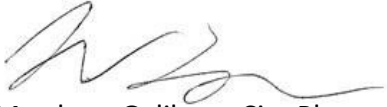
**Provisions Table 8-2 Buffer-yard Requirements.** If approved, the subject parcel will comply with requirements as set forth by Articles 39 Zoning and 34 Subdivision.

**Public Input**

As of the date of this report, City staff has not received any public comments.

**Staff Recommendation**

Staff recommends approval of the Future Land Use Map Amendment FLM-002-2023.



Matthew Galibert, City Planner

**APPENDICES**

None

**ATTACHMENTS**

A – Staff report

**MOTIONS:**

**\*\*\*Approval\*\*\***

*“I move the City of Dickinson Planning and Zoning Commission recommend approval of **FLM-002-2023** as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare “*

*(AND) the following additional requirements (IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):*

1. \_\_\_\_\_;
2. \_\_\_\_\_.

**\*\*\*Denial\*\*\***

*“I move the Dickinson Planning and Zoning Commission recommend Denial of **FLM-002-2023** as NOT meeting all the requirements of the Dickinson Municipal Code and as being contrary to interest of the public health, safety and welfare.”*



**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE AMENDING THE FUTURE LAND USE MAP

WHEREAS, the City of Dickinson has adopted its Comprehensive Plan and Transportation Plan; and

WHEREAS, the Comprehensive Plan and Transportation Plan contains a Future Land Use Map, along with procedures to amend the Future Land Use Map; and

WHEREAS, the City has received an application to amend the Future Land Use Map; and

WHEREAS, in amending the Future Land Use Map, the Board of City Commissioners has taken into consideration the following:

- Impact to the Future Land Use Map;
- Consistency with the Comprehensive Plan policies and all other City plans;
- Availability of city infrastructure to serve the property in which the Future Land Use Map amendment is requested;
- Location of the property in relation to planned thoroughfares and the availability and cost to the City to provide infrastructure;
- Compatibility of the requested future land use designation in relation to abutting or adjacent future land use designations;
- Extent to which the requested future land use designation establishes or reinforces an urban sprawl pattern of development as opposed to an orderly, compact form of development;
- Whether the first two phases of the Capital Improvement Program include programmed improvements in the area where the Future Land Use Map amendment is proposed; and
- Short-term and long-term fiscal impacts to the City of approving the Future Land Use Map amendment;

NOW, THEREFORE, BE IT ORDAINED by the Board of City Commissioners of the City of Dickinson, North Dakota, as follows:

Section 1: An amendment to the Future Land Use Map of the City of Dickinson is hereby approved as follows

1. To reclassify the following legally-described property from a future land use designation of ~~General~~ Industrial to Civic/Public:

~~A tract of land as described in Deed Document No. 3029000, as recorded at the Stark County Clerk and Recorders Office and having the Parcel No. 41-1575-01000-102 and a tract of land having the Parcel No. 41-1575-01000-101 in the Southeast Quarter (SE1/4) of Section 1, Township 139 North, Range 96 West of the 5<sup>th</sup> P.M., Stark County, North Dakota described as follows: Beginning at the~~

~~northwest corner of a said tract of land as described in Deed Document No. 3029000; thence S87°54'17"E, a distance of 1957.00 feet; thence S01°33'27"W, a distance of 436.94 feet; thence N87°54'17"W, a distance of 1097.60 feet; thence along the arc of a curve to the left with a radius of 366.00 feet, an arc length of 578.40, chord bearing S46°48'06"W, 520.06 feet; thence S01°29'48"W, a distance of 122.28 feet; thence N87°54'17"W, a distance of 490.01 feet; thence N01°32'42"E, a distance of 928.85 feet to the Point of Beginning. Containing 25.84 acres, more or less, and is subject to any previous easements, agreements, conveyances and surveys.~~

~~SAID PARCEL CONTAINS 25.84 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS UNLESS OTHERWISE INDICATED BY THIS PLAT~~

OR

Lot 1, Block 1, Energy Center 3rd Addition, located within the SE¼ Section 1, Township 139N, Range 96W of the 5th Principal Meridian, City of Dickinson, Stark County, North Dakota

Section 2: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 3: Severability. In the event any section of this Ordinance is held invalid by court of competent jurisdiction, the invalidity shall extend only to the section affected, and other sections of this Chapter shall continue in full force and effect.

Section 4: Effective Date: This Ordinance shall be in full force and effect from and after final passage.

\_\_\_\_\_  
Scott Decker, President  
Board of City Commissioners

ATTEST

\_\_\_\_\_  
Dustin Dassinger  
Dickinson City Administrator

First Reading:  
Second Reading:  
Final Passage: