



REGULAR MEETING OF THE CITY COMMISSION AGENDA

Tuesday, May 21, 2024 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: 25-2024

Ordinance No: 1797

ROLL CALL

OPENING CEREMONIES: PLEDGE OF ALLEGIANCE

1. ORDER OF BUSINESS: CONSIDERATION FOR APPROVAL

2. CONSENT AGENDA

A. Approval of Meeting Minutes dated May 7, 2024 (Enc.)

Consideration to approve

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

Consideration to approve

C. Senior Citizen Grants (Enc.)

Consideration to approve

D. SW Regional Grants (Enc.)

Consideration to approve

E. Monthly Financial Report (Enc.)

Consideration to approve

3. ADMINISTRATION / FINANCE

A. On-Sale Beer Only - Master Fade Barber Shop (Enc.)

Presented by: Administrator Dassinger

Consideration to approve

B. Historic Preservation Commission Appointment (Enc.)

Presented by: Director Fuhrman

Consideration to approve

C. Gaming Site Authorizations - Dickinson Youth Activities - Buffalo Wild Wings (Enc.)

Presented by: Administrator Dassinger

Consideration to approve

D. Animal Control Supervisor Job Description (Enc.)

Presented by: HR Director Nameniuk

Consideration to approve

E. HR Monthly Report (Enc.)

Presented by: HR Director Nameniuk

4. PUBLIC WORKS

A. Change Order #1 for the Landfill Cell 3B5 (Enc.)

Presented by: Public Works Director Praus

Consideration to approve

5. PUBLIC SAFETY - FIRE

6. PUBLIC SAFETY - POLICE

7. COMMUNITY DEVELOPMENT

A. Renaissance Zone 10 Year Extension (Enc.)

Presented by: City/County Planner Josephson

Consideration to approve resolution

B. 2024 Sidewalk Program Bid Award (Enc.)

Presented by: Engineering and Community Development Director Skluzacek

Consideration to approve

C. Final Plat - Fisher East Side Third Addition (Enc.)

Presented by: Engineer and Community Development Director Skluzacek
Consideration to approve Resolution

D. Final Plat - Sullivan First Subdivision (Enc.)

Presented by: Engineer and Community Development Director Skluzacek
Consideration to approve Resolution

E. American Engineering Testing Services (Enc.)

Presented by: Engineering and Community Development Director Skluzacek
Consideration to approve

F. 2024 Watermain Project Task Order Amendment - Apex Engineering

Presented by: Engineering and Community Development Director Skluzacek

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

Presented by: Engineer-Community Development Director Skluzacek

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

A. Status of Women in Dickinson and Stark County

Presented by: Rebecca Ferderer

B. Public Hearing Chapter 29 Code Amendment (Enc.)

Presented by: Director Nameniuk

*Consideration to approve second reading and final passage of Ordinance
No.1796*

C. Public Hearing - Rezoning Request - Southfork Acres (Enc.)

Presented by: City/County Planner Josephson

Consideration to approve first reading of Ordinance

D. Public Hearing - Moore FLUM (Enc.)

Presented by: City/County Planner Josephson

Consideration to appeal Planning and Zoning Recommendation

E. Public Hearing - Rezone Request - Moore (Enc.)

Presented by: City/County Planner Josephson

Consideration to appeal Planning and Zoning Recommendation

F. Moore Minor Subdivision - 5/21/2024

Presented by: Engineer and Community Development Director Skluzacek

Consideration to appeal Planning and Zoning Recommendation

G. Public Hearing - Chapter 39 Amendment - Group Living (Enc.)

Presented by: City/County Planner Josephson

Consideration to approve first reading of Ordinance No. _____

H. Public Comments not on Agenda

Presented by: President Decker

9. COMMISSION

10. ADJOURNMENT

Link for viewing City Commission Meeting:

<https://www.dickinsongov.com/meetings>

This link will not be live until approximately 4:30 am on May 21, 2024.

Teams Meeting: <https://tinyurl.com/CC-05-21-2024-Teams>

Teams Meeting ID: 280 313 325 98

Meeting Passcode: peWAd7

Teams Phone #: 1-701-506-0320

Phone Conference ID: 792 668 294#

Local Phone #: 701-456-7006

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

REGULAR MEETING

DICKINSON CITY COMMISSION

MAY 7, 2024

I. CALL TO ORDER

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

II. ROLL CALL

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

Telephone: None

Absent: John Odermann left early.

1. PLEDGE OF ALLEGIANCE**2. ORDER OF BUSINESS**

MOTION BY: John Odermann

SECONDED BY: Robert Baer

To approve the May 7, 2024 meeting as presented with the removal of 3M. Board of Equalization.

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

3. CONSENT AGENDA

MOTION BY: Robert Baer

SECONDED BY: John Odermann

A. Approval of Meeting Minutes dated April 16, 2024.

B. Approval of Accounts Payable, Commerce Bank and Checkbook

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

4. ADMINISTRATION/FINANCE**A. Proclamation SW Water – Drinking Water Week 2024**

SW Water CEO Jen Murray along with City Representatives George Nodland and Jason Bentz. Ms. Murray states May 5 through May 11, 2024 is National Drinking Water Week. She states the water is coming from the Missouri River to Dickinson to be treated and goes to South Dakota. SW Water sold 2.3 billion gallons of water. Ms. Murray thanks Mr. Jason Bentz for serving on the Board. Mr. Bentz has served on the board for seven years.

MOTION BY: Suzi Sobolik

SECONDED BY: John Odermann

To approve the SW Water Proclamation for Drinking Water Week 2024.

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

B. Proclamation – Arbor Day

MOTION BY: Robert Baer

SECONDED BY: Suzi Sobolik

To approve the Arbor Day Proclamation.

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

C. Proclamation – Public Works Week

MOTION BY: John Odermann

SECONDED BY: Suzi Sobolik

To approve the Public Works Week Proclamation.

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

D. Proclamation – Building Safety Month

MOTION BY: Suzi Sobolik
To approve Building Safety Month Proclamation.

SECONDED BY: John Odermann

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

E. Gaming Site Authorization – American Foundation for Wildlife – Southside Saloon

City Administrator Dustin Dassinger presents a gaming site authorization for the American Foundation for Wildlife- Southside Saloon. He states the gaming license runs from 7/1/2024-6/30/2025. He reviews the types of gaming allowed in this establishment.

MOTION BY: Robert Baer
To approve the American Foundation for Wildlife Gaming Site Authorization.

SECONDED BY: John Odermann

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

F. Gaming Site Authorization – Dickinson Eagles Area #2328

City Administrator Dustin Dassinger presents a gaming site authorization for Dickinson Eagles Area #2328. He states the gaming license runs from 7/1/2024-6/30/2025. He reviews the types of gaming allowed in this establishment.

MOTION BY: John Odermann
To approve the Dickinson Eagles Area #2328 Gaming Site Authorization.

SECONDED BY: Suzi Sobolik

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

G. Gaming Site Authorization - Dickinson Youth Activities – Spur Bar, Mavericks, Neighbors, Elks Lodge, and Grand Dakota Lodge

City Administrator Dustin Dassinger presents a gaming site authorization for the Dickinson Youth Activities. He states the gaming license runs from 7/1/2024-6/30/2025. He reviews the types of gaming allowed in this establishment.

MOTION BY: Robert Baer
To approve the Dickinson Youth Activities Gaming Site Authorization.

SECONDED BY: Suzi Sobolik

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

H. Gaming Site Authorization – DSU Heritage Foundation

City Administrator Dustin Dassinger presents a gaming site authorization for the DSU Heritage Foundation. He states the gaming license runs from 7/1/2024-6/30/2025. He reviews the types of gaming allowed in this establishment.

MOTION BY: Suzi Sobolik
To approve the Gaming Site Authorization for DSU Heritage Foundation.

SECONDED BY: Robert Baer

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

I. Gaming Site Authorization – Prairie Grit Adaptive Sports

City Administrator Dustin Dassinger presents a gaming site authorization for Prairie Grit Adaptive Sports. He states the gaming license runs from 7/1/2024-6/30/2025. He reviews the types of gaming allowed in this establishment. Administrator Dassinger states that he spoke with Dallas Kuntz from Dickinson Hockey Club and he is very happy with the contribution that Prairie Grit Adaptive Sports has contributed to the hockey club. He states they have purchased more sleds for the hockey club.

Commissioner John Odermann would like to deny this application and requests that the City look at the ordinance for gaming. He would like for the proceeds from gaming to stay in Dickinson. He states Prairie Grit had collected \$118,000 and no revenue was left in Dickinson. This is frustrating and it was made pretty clear a couple of years ago. He feels a good amount should stay in Dickinson. He would like to review the ordinance.

MOTION BY: John Odermann
To deny the Prairie Grit Adaptive Sports gaming site authorization for Buffalo Wild Wings.

SECONDED BY: Robert Baer

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

President Scott Decker states that this is not a commendation on Commission as to where the dollars go. The Commission made it clear that the majority of the funds need to stay in our community and this is not happening.

J. Museum Expansion Proposal

Museum Director Bob Fuhrman presents a museum expansion. He states this would be a 9,000 square foot upgrade which is a total of \$3.9 million dollars. He states the funding sources would include a million dollars from Destination Development Grant. He states they would be giving the City of Dickinson \$2.5 million dollars each year. The goal is to start with phase I of expansion. This would allow for additional space for paleontology and lab, programming space and a community room. This would also allow for up-to-date ADA standards with ramps, restrooms, etc. The goal is to achieve a greater energy efficiency and receive a grant from the State of ND. Also, a goal is to maximize existing gallery space. This space could serve for 25 years in terms of collecting specimens. He states the City of Dickinson is honored to host those specimens.

President Scott Decker states he likes the idea of phase I and to increase the activity area. He states the City needs to capitalize holding families here for more than a day or two. The City needs to make sure that they are tightening our belts on these projects.

Commissioner Robert Baer agrees that this is a good place to start is Phase I especially with the storage. He is hoping to have an upgraded sign also for the museum.

Director Bob Fuhrman states they have had good success with the billboard on the east side of Dickinson and is hoping to add another billboard on the west side of Dickinson. Also visiting about having a mobile billboard on the side of the garbage trucks. He states it is a great privilege to be involved in the support of the City for the expansion.

MOTION BY: Robert Baer
To approve the museum expansion.

SECONDED BY: Suzi Sobolik

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

K. Library Expansion Proposal

Library Director Ian Anguiano presents a library expansion proposal. He states this expansion has been in the works for quite some time. The goals of the expansion are to enhance compliance with HB1205, create additional collection space, address public desire for an all kids, children's section, create additional programming space and others. Mr. Anguiano shows the proposed explanation of 3,000 square feet and the cost of the project is \$2.7 million. The source of the funding is the sales tax of \$2.6 million. Also grant dollars of \$100,000. The foundation has raised \$130,000; citizens donation so \$15,000 and maintenance and building reserve fund of \$300,000.

MOTION BY: Jason Fridrich
To approve the library expansion.

SECONDED BY: Robert Baer

DISPOSITION: Roll call vote...Aye 4, Nay 0, Absent 1

Motion declared duly passed

L. Chapter 29 Code Amendment

HR Director Shelly Nameniuk presents an updated Chapter 29 code amendment which would pertain to compensation and benefits. She states this code change would allow for the City Administrator to authorize a performance-based step increase for any employee that has reached the maximum wage allowed within a grade based upon a successful annual performance evaluation. Currently the city does not have this availability. If the employee reaches the top of the paygrade, they only get a cost of living and this is determinantal. Director Nameniuk states at this time there are only two employees, one at 20 years and the other at 23 years. She states this is very low budget impact. This increase would be retroactive to 1/1/24. Civil Service and City staff recommend approval.

Commissioner Jason Fridrich questions how many steps there are to each grade.

HR Director Nameniuk states that most of the grades have 18 steps in them so once they have reached the 18th step there is no movement forward in steps. She states the employee still gets a cost of living if one is granted each year. She states each step is approximately a 2% increase.

City Attorney Christina Wenko feels this change in the code does allow a little more flexibility. She states not everyone has a 20-year employee and this is a unique situation. She states the hope is to have this retention. This would allow the flexibility of the Administrator to address this concern.

MOTION BY: Robert Baer

SECONDED BY: Suzi Sobolik

To approve first reading of Ordinance 1796 retro back to 1/1/2024

ORDINANCE NO. 1796

AN ORDINANCE AMENDING AND RE-ENACTING SECTION 29.08.04080 – 17 OF CHAPTER 29 OF THE MUNICIPAL CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO COMPENSATION AND BENEFITS

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

M. Board of Equalization

Removed from Agenda

5. PUBLIC WORKS

A. AET Task Order to provide QA Testing for Landfill Cell 3B-5 Project

Public Works Director Aaron Praus presents an agreement with American Engineering Testing to provide Quality Assurance testing services on an on-call basis when requested by the City of Dickinson or authorized representative for the Landfill Cell 3B-5 construction project. Services will be provided in the agreement based on time and materials estimated at \$46,091.00. The agreement has been reviewed by City staff and Attorney Wenko. It is staff recommendation to approve the agreement with American Engineering Testing.

MOTION BY: Suzi Sobolik

SECONDED BY: John Odermann

To approve the AET Task Order with American Engineering Testing.

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

6. PUBLIC SAFETY

A. Fire Department

Reports:

1. None

B. Police Department

1. None

7. COMMUNITY DEVELOPMENT SERVICES

A. Heart River Bridge Task Order Amendment – KLJ Engineering

Engineer and Community Development Director Joshua Skluzacek presents a Task order for geotechnical services. This would be quality assurance testing services as needed for Cell3 B-5. The cost for this task order is not to exceed \$46,091. City Attorney Wenko has reviewed the task order.

MOTION BY: Jason Fridrich SECONDED BY: Suzi Sobolik
To approve the KLJ Engineering Task Order for Heart River Bridge.

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

B. PTSC Task Order Amendment – KLJ Engineering

Engineer and Community Development Director Joshua Skluzacek presents a KLJ Engineering Task Order Amendment for the public training safety center. He states that this would be for final design, bidding and others. This was related to erosion issues that had occurred. It will be moved to the L shaped property. The cost not to exceed \$33,400. Funding for this project is from using GPT.

MOTION BY: Suzi Sobolik SECONDED BY: Robert Baer
To approve the KLJ Engineering Task Order for PTSC.

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

C. 2024 Road Maintenance Task Order Amendment – KLJ Engineering

Engineer and Community Development Director Joshua Skluzacek presents a KLJ Engineering Task Order Amendment for the 2024 Road Maintenance. He states that this would be for construction engineering services not to exceed \$487,800. This is under budget by about \$120,000. This project would mill and overlay areas around heart river and several miles of chip seals of roadways, 15th street and will continue to work through the mill and overlay 10th Avenue East out to the city limits.

MOTION BY: Jason Fridrich SECONDED BY: Suzi Sobolik
To approve the KLJ Engineering Task Order for the 2024 Road Maintenance Task Order.

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

D. 2024 Watermain DWR Contract

Engineer and Community Development Director Joshua Skluzacek presents a contract with the North Dakota State Water Commission to fund a portion of the engineering & construction services cost-share of 60-percent not to exceed **\$2,418,887**. The project was approved with the 2024 capital improvement project budget, and it is to be paid for using Gross Production Tax, State Revolving Fund and 2024 Road Maintenance Fund with a SID. The total project is expected to be \$4,875,000. Apex Engineering has been awarded the construction engineering for this project. BEK Consulting has been awarded the construction portion of this project. City engineering staff recommends approval.

MOTION BY: Jason Fridrich SECONDED BY: Suzi Sobolik
To approve the 2024 Watermain DWR Contract.

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

E. 2024 Road Maintenance Contract Amendment – American Engineering Testing

Engineer and Community Development Director Joshua Skluzacek presents a contract amendment with American Engineering Testing, Inc. to perform quality assurance testing services for the 2024 Road Maintenance project for an hourly not to exceed amount of **\$24,515.00**. This amendment is associated with the original contract for the project which was regarding the geotechnical engineering scope of work and was approved by the City Commission on September 19, 2023. The 2024 Road Maintenance project began construction on May 2, 2024 and be completed during the 2024 construction season. The total installed cost estimate for this scope of work is approximately \$7 million. This includes the following areas: portions of 15th Street West, 6th Ave. East north of the Heart River bridge to Villard Street, Heart Drive, Diamond Drive, Jade Street, and 8th Ave. SW. Additional scopes of work included are; chip seals of approximately 10-miles of alleys and streets. The city engineering staff recommends approval.

MOTION BY: Robert Baer SECONDED BY: Suzi Sobolik
To approve the 2024 Road Maintenance Contract with American Engineering Testing.

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

F. Sims DWR Contract

Engineer and Community Development Director Joshua Skluzacek presents contract with the North Dakota State Water Commission to fund a portion of the engineering & construction services cost-share of 60-percent not to exceed as specified in the contract of **\$962,042**. The project was approved with the 2024 capital improvement project budget, and it is to be paid for using Gross Production Tax, State Revolving Fund and other sources. The 2024 portion of the project is expected to be \$5,863,000. Total installed cost for the project is expected to be \$6,273,000 and completed this year.

MOTION BY: Jason Fridrich SECONDED BY: Suzi Sobolik
To approve the 2024 Road Maintenance Contract with American Engineering Testing.

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

G. Entrance Signs

Project Manager Kris Keller presents a service contract with Civil Science Infrastructure, Inc to fund a study to determine the Right-of-Way conflicts & utility connections for the signage. The fees are **\$11,650** on a time & material, not-to-exceed basis. The contract has been submitted to the City Attorney for review at the time of this writing. The project was approved with the 2024 capital improvement project budget, and it is to be paid for using the Local Sales Tax. The total project is budgeted at \$500,000.

MOTION BY: Robert Baer SECONDED BY: Suzi Sobolik
To approve the contract with Civil Science for the entry signs.

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

8. PUBLIC HEARING AND PUBLIC COMMENTS NOT ON AGENDA – 5:00 P.M.

A. Swearing in of Officers

President Scott Decker swore in officers Tarence Dillinger, Kella Norby, Anthony Mauser, Derek Miller. Each officer introduced themselves to the Commission and spoke a little bit about their background and education.

B. Public Hearing – North Industries Street and Storm SID Resolution

Engineer and Community Development Director Joshua Skluzacek presents a Resolution determining the protests of the North Industries Improvements Street and Stormwater Special Improvement District. The protest period for the project, as required by the North Dakota Century Code, ended on May 2, 2024. A total number and overall percentage of the protests is provided in the resolution. These protests did not meet the statutory

requirement to bar the City from proceeding with the special improvement project. The property evaluated by area was a total of 37%.

President Scott Decker opens the public hearing at 5:08 p.m.

Mr. Dale Pottoroff states he does not know what is happening at the City and he would really appreciate that everyone would drive upon the streets up there. He states that before the construction started you could drive on the streets with no mud and now there is nothing but mud on the roads. He states the underground guys are not road buildings but there are no shoulders, no road and no ditches. He states Badlands Trailers had 4" on the building when it rained. He states if things were like they used to be the Commission would be tarred and feathered. This is his opinion and he wishes that would happen.

Mr. Jay Wilhelm of Dickinson Eco Storage states he has one building and he did oppose this when the county annexed these parcels into the city. He has a cold storage and does not need water or sewer. He states the road was paved before they tore it up. His understanding is when they are completed with the work it is going to be milled and black top on there. Mr. Wilhelm states this is a bad deal for the people in this area. He states the City needs to grow a lot before it gets out to where they are at now.

Mr. Duane Aune from Well Pro states they have water problems now. All the water from 43rd North runs over 43 and into their property. He states they have even gotten water in their building and now with the project he has sand into his building. He states the direct is 9" higher than the culverts and 12" and 16" above the culverts on the other side of the road. Scoria is running into the ditch and onto the road and other property.

Engineer and Community Development Director Joshua Skluzacek states BEK is the general contractor and Highlands Engineering is representing the city. Some of the storm water concerns and roadway concerns are all part of the SUP. BEK is working on the water and sewer issues and sediments blocking the culverts.

Mr. Don Bren also has storage units and states that he did not get a letter of what is going on in this area. He did not receive a letter. He is against the project and prior to this the road was not perfect but it was at least maintained and taken care of. I am against the improvement. He has never seen the Police Department pass this area.

President Scott Decker closed the public hearing at 5:20 p.m.

President Scott Decker asks if someone can look into Mr. Aune's concerns.

Engineer and Community Development Director Joshua Skluzacek states he will look into Mr. Aune's issues. He states the bid will go out soon as possible and to get this project done in 2024.

Commissioner John Odermann would like for the entire community in that area to come together to hear what is going on up there in regards to the construction and the surface. He states people learn in different ways and until they actually see it, they don't know what it is going to look like.

Engineer and Community Development Director Joshua Skluzacek states letters were sent out in regards to the Special Use Permit.

President Scott Decker asks Mr. Bren to contact the city with his correct mailing address.

Mr. Wilhelm questions if the city did not get back any answers from some of the property owners, then the City has assumed that they are okay with the improvements.

Commissioner Robert Baer wonders if this was placed on our website. He feels that placing the projects on the website are a way for residents to see what is going on with the projects and the maps.

Engineer and Community Development Director Joshua Skluzacek states the City does not put this on the website but could do this going forward.

MOTION BY: Suzi Sobolik
Adopt Resolution No. 23-2024.

SECONDED BY: John Odermann

RESOLUTION NO. 23 - 2024
A RESOLUTION DETERMINING WRITTEN PROTESTS TO THE NORTH INDUSTRIES IMPROVEMENTS STREET AND STORMWATER PROJECT SPECIAL IMPROVEMENT DISTRICT NO. 202316-1

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

C. Public Hearing – Utility Easement Dedication – Lot 1, Block 2, Pinecrest

Engineer and Community Development Director Joshua Skluzacek presents a utility easement dedication located within Lot 1A, Block 2 of the Plat of Pinecrest. The intent of the 17-foot utility easement is to take the place of the existing 20-foot utility easement that was platted with the Plat of Pinecrest subdivision. When the water main was constructed, it was not constructed entirely within the utility easement. In working with the property owner, the request was made to vacate the existing utility easement and file a new utility easement. The city engineering staff recommends approval.

Mr. Perry Boespflug stated that the line was located when the contractor was tapping into the main. Thankfully they noticed earth changes as they were within a foot of puncturing the main. This was 6’ off of the parameters of the easement. Mr. Boespflug states with ongoing research it was found that the main runs in a serpentine fashion instead of a straight line.

President Scott Decker opens the public hearing at 5:35 p.m. Hearing no comments, the public hearing was closed at 5:36 p.m. and the following motion was made.

MOTION BY: Robert Baer
To approve the utility easement dedication for Lot 1, Block 2, Pinecrest.

SECONDED BY: John Odermann

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

D. Public Hearing – Utility Easement Vacation – Lot 1, Block 2, Pinecrest

Engineer and Community Development Director Joshua Skluzacek presents a utility easement vacation which was platted at the time of the Pinecrest Subdivision plat which was filed in the fall of 2014. The intent of the 20-foot utility easement was to construct a City of Dickinson water main within the easement. When the water main was constructed, it was not constructed entirely within the utility easement. In working with the property owner, the request was made to vacate the existing utility easement and file a new utility easement. The utility easement vacation was published in the Dickinson Press on April 24, 2024.

President Scott Decker opens the public hearing at 5:37 p.m. Hearing no comments, the public hearing is closed at 5:38 p.m. and the following motion is made.

MOTION BY: John Odermann
Adopt Resolution No. 24-2024.

SECONDED BY: Suzi Sobolik

RESOLUTION NO. 24 - 2024

**A RESOLUTION APPROVING VACATION OF A UTILITY EASEMENT
WITHIN THE PLAT OF PINECREST, CITY OF DICKINSON, STARK
COUNTY, NORTH DAKOTA**

DISPOSITION: Roll call vote...Aye 5, Nay 0, Absent 0
Motion declared duly passed

E. Able Incorporated Presentation

Executive Director Mary Anderson thanks the Commissioners and the City of Dickinson for sponsoring the CBDG Grant which they received to create a handicapped bathroom. She states the reason for this is because she has knowledge about a person who has a child with a disability and states there is no place to change an adult child. Ms. Anderson states this bathroom is unique as they wanted it be accessible to the public. This is the first effort in North Dakota to have a changing table. Ms. Anderson reviews her PowerPoint. She also presents a vehicle that allows handicap individuals to roll into to use the bathroom. She states this vehicle is \$300,000 or there is a handicapped trailer for \$150,000. Ms. Anderson thanks the Commission again for the contribution.

F. Badlands Big Sticks Presentation

Owner and President Dave Ouellette thanks the Commission for allowing him to come and present. Mr. Ouellette had brought Badlands Big Sticks to Dickinson and feels the City needs local ownership. He is requesting financial assistance on an annual basis. He is for profit on paper but has not made a profit over the years. Mr. Ouellette has not received a paycheck or salary for putting all the work into this project. He states these are college players whom come to town to play ball. This year Badlands Big Sticks are in a new league and have joined 26 teams and is the largest league in the world. These include Bismarck, Minot and now Dickinson. Badlands Big Sticks have leased the park all year long. He states there are beginning to be larger crowds and the accommodations are needed for a larger crowd. They do have a good working relationship with Parks and Rec. Big Sticks host 35 home games and 35 away games. On the teams' days off they are in the community. They do need 35-40 host families for the summer. Big Sticks need restaurants to donate meals, fans to purchase tickets, etc. He is here requesting support to get a business to a cash flow state to benefit the community.

Commissioner John Odermann thanks Mr. Ouellette for everything he has done by bringing Big Sticks to Dickinson.

Dave Ouellette states the park is renting from Dickinson Parks and Rec. for \$20,000 per year.

President Scott Decker thanks Mr. Ouellette for coming forward. He feels that Mr. Ouellette has spelled out in this letter what is needed and the City will take this under consideration. He states the City will have to review this as it is a unique situation and that Big Sticks is a for profit organization. He states the City needs to look at this in a legal manner. He feels that Mr. Ouellette should contact the Park and Rec Board and look at other options.

Commissioner John Odermann states Big Sticks should visit Parks and Rec and see what Parks and Rec could do with offsetting the rental for the park. He states NFL is a nonprofit organization, he asks Mr. Ouellette if he has looked into this.

City Administrator Dustin Dassinger states Badlands Big Sticks pays Park and Rec \$18,000 annually. Administrator Dassinger questions whether Mr. Ouellette has contacted Stark County Development.

Mr. Ouellette has not spoken to Stark Development as of yet.

President Scott Decker opens the public hearing up in regards to Badlands Big Sticks.

Pat Knipp states he is part of Big Sticks as being a host family. He also runs the concessions for the park. He states Badlands Big Sticks has made a huge impact on his family as they have gained many family members. They have hosted up to four kids in

their house. He states the caliber of these young men are phenomenal. He states to have this in the community is a huge bonus for the City of Dickinson, Stark County and western, ND.

Dean Kluver feels that Badlands Big Sticks is a family event and is truly an asset to have the team in Dickinson.

Shawna Knipp is the Manager of the concession stand at the park. She states the experience of guests is that they do not have to wait in line for concessions. She states there are very few jobs that a 14-year-old can get for the summer and they have been giving them their first job and teaching them how to be a professional and work with customers.

Commissioner John Odermann had left the Commission Meeting.

G. Public Comments not on Agenda

No Comments

9. COMMISSION

No Comments.

ADJOURNMENT

MOTION BY: Robert Baer

SECONDED BY: Jason Fridrich

Adjournment of the meeting was at 7:20 P.M.

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: _____ May 21, 2024

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: 5/15/2024

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.

Vendor ID: 9855	Name: 1 BETTER LLC					Class ID: 1099	FED TAX CLAS: LLC-S				
Voucher/	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Payment No.	318350	INV	5/8/2024	5/8/2024	\$1,352.00	ON SCREEN ADVERTISING, 1		\$1,352.00			
							Due				
Voucher(s): 1	Aged Totals:						\$1,352.00	\$1,352.00	\$0.00	\$0.00	\$0.00

Vendor ID: 5714	Name: ACCENT WIRE-TIE					Class ID:	FED TAX CLAS: S-CORP				
Voucher/	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Payment No.	10026689	INV	2/29/2024	2/29/2024	\$4,928.46	MISC TRACKS, GRIPPER LEV				\$4,928.46	
							Due				
Voucher(s): 1	Aged Totals:						\$4,928.46	\$0.00	\$0.00	\$4,928.46	\$0.00

Vendor ID: 5801	Name: AERZEN USA CORPORATION					Class ID:	FED TAX CLAS: C CORP				
Voucher/	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Payment No.	SEPI-24-002157	INV	4/26/2024	4/26/2024	\$38,233.47	TURBO CORE & CPU REPLAC		\$38,233.47			
							Due				
Voucher(s): 1	Aged Totals:						\$38,233.47	\$38,233.47	\$0.00	\$0.00	\$0.00

Vendor ID: 5115	Name: ALLSTATE PETERBILT OF DICKINSON					Class ID:	FED TAX CLAS:				
Voucher/	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Payment No.	4604189879	INV	5/7/2024	5/7/2024	\$182.00	BELT-POLY 8 RIBS X 2395 PLY		\$182.00			
							Due				
Voucher(s): 1	Aged Totals:						\$182.00	\$182.00	\$0.00	\$0.00	\$0.00

Vendor ID: 9771	Name: AMAZON CAPITAL SERVICES					Class ID:	FED TAX CLAS: C CORP				
Voucher/	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Payment No.	1WPQ-YQFL-LWNW	INV	4/24/2024	4/24/2024	\$181.70	DIP		\$181.70			
	111-1098168-9855403	INV	5/1/2024	5/1/2024	\$34.14	SRP CRAFT SUPPLIES		\$34.14			
	113-2549981-8735400	INV	5/1/2024	5/1/2024	\$449.00	USB THERMAL RECEIPT PRIN		\$449.00			
	1JRH-YRR1-LJXW	INV	5/5/2024	5/5/2024	\$38.89	DIP		\$38.89			
	1PMQ-KDN3-JXW6	INV	5/5/2024	5/5/2024	\$189.63	PROGRAMMING		\$189.63			
	1W76-X6Y7-VY9J	INV	5/6/2024	5/6/2024	\$21.99	DIP TEEN		\$21.99			
	111-8588571-4414646	INV	5/7/2024	5/7/2024	\$14.99	SRP PROGRAM		\$14.99			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

11D1-NKH6-W9JR	INV	5/7/2024	5/7/2024	\$203.88	DIP	\$203.88
1K4H-TH9C-1YXG	INV	5/7/2024	5/7/2024	\$15.01	DIP	\$15.01
1DW9-MLPC-1RR3	INV	5/8/2024	5/8/2024	\$20.42	PROGRAMMING	\$20.42
11PH-LNPT-9FLH	INV	5/9/2024	5/9/2024	\$197.28	LOGITECH SPOTLIGHT PRES	\$197.28
17PL-GXGR-7VKL	INV	5/9/2024	5/9/2024	\$81.88	DIP	\$81.88
1CFF-FDN6-CW7P	INV	5/9/2024	5/9/2024	\$213.14	DIP	\$213.14
1L36-RW71-CFT3	INV	5/9/2024	5/9/2024	\$277.59	MAILING ADDRESS LABELS, S	\$277.59
1T9P-4H9Q-FQFG	INV	5/9/2024	5/9/2024	\$297.48	LOGITECH SPOTLIGHT PRES	\$297.48

Voucher(s): 15	Aged Totals:	Due			
		\$2,237.02	\$2,237.02	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00

Vendor ID: 4278	Name: APEX	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
18458		INV	4/27/2024	4/27/2024	\$404.00	PROFESSIONAL SERVICES		\$404.00			
18453		INV	4/30/2024	4/30/2024	\$2,480.00	202416 1ST ST E SIMS TO 4TH		\$2,480.00			
18459		INV	4/30/2024	4/30/2024	\$3,518.50	GENERAL PLANNING & MODE		\$3,518.50			
18461		INV	4/30/2024	4/30/2024	\$16,645.00	202402 2024 WATERMAIN & LE		\$16,645.00			
18464		INV	4/30/2024	4/30/2024	\$28,707.80	202503 2025 WATERMAIN & LE		\$28,707.80			
18504		INV	4/30/2024	4/30/2024	\$12,500.00	202104 PLANNING		\$12,500.00			
18567		INV	4/30/2024	4/30/2024	\$519.00	202404 LIFT STATION 7		\$519.00			

Voucher(s): 7	Aged Totals:	Due			
		\$64,774.30	\$64,774.30	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00

Vendor ID: 49	Name: BAKER & TAYLOR CO (GA)	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
2038247106		INV	4/23/2024	4/23/2024	\$205.34	BC		\$205.34			
2038247368		INV	4/23/2024	4/23/2024	\$41.45	DIP CH		\$41.45			
2038256591		INV	4/26/2024	4/26/2024	\$867.36	BILLINGS COUNTY SCHOOL D		\$867.36			
2038260645		INV	4/30/2024	4/30/2024	\$602.24	DIP CH		\$602.24			
2038266590		INV	4/30/2024	4/30/2024	\$36.36	DIP		\$36.36			
2038266987		INV	4/30/2024	4/30/2024	\$11.60	DIP TEEN		\$11.60			
2038267459		INV	5/1/2024	5/1/2024	\$548.12	DIP TEEN		\$548.12			
2038270347		INV	5/2/2024	5/2/2024	\$556.84	BC		\$556.84			
2038270348		INV	5/2/2024	5/2/2024	\$749.06	DIP		\$749.06			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Voucher(s): 9		Due			
Aged Totals:		\$3,618.37	\$3,618.37	\$0.00	\$0.00

Vendor ID: 6203 **Name:** BALCO UNIFORM - POLICE ACCOUNT **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
	78985-5	INV	5/3/2024	5/3/2024	\$241.00	APRIL 2024 EQP		\$241.00			
	78892	INV	5/10/2024	5/10/2024	\$3,308.40	2 VESTS		\$3,308.40			
	79205-1	INV	5/10/2024	5/10/2024	\$502.00	CLOTHING ORDERED-POLICE		\$502.00			
	79284-1	INV	5/10/2024	5/10/2024	\$252.00	MAY PATCHES -POLICE DEPT		\$252.00			

Voucher(s): 4		Due			
Aged Totals:		\$4,303.40	\$4,303.40	\$0.00	\$0.00

Vendor ID: 6467 **Name:** BARR ENGINEERING CO. **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
	34451050.02-2	INV	3/7/2024	3/7/2024	\$468.00	202108 E BROADWAY				\$468.00	

Voucher(s): 1		Due			
Aged Totals:		\$468.00	\$0.00	\$0.00	\$468.00

Vendor ID: 6096 **Name:** BARTLETT & WEST, 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
	00730097235	INV	5/10/2024	5/10/2024	\$4,560.00	PROFESSIONAL SERVICES		\$4,560.00			

Voucher(s): 1		Due			
Aged Totals:		\$4,560.00	\$4,560.00	\$0.00	\$0.00

Vendor ID: 817 **Name:** BECKER, DANA **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 PREMIU	INV	5/10/2024	5/10/2024	\$1,021.26	OPEB HLTH BENEFIT		\$1,021.26			

Voucher(s): 1		Due			
Aged Totals:		\$1,021.26	\$1,021.26	\$0.00	\$0.00

Vendor ID: 4670 **Name:** BEK CONSULTING **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
	201601 5	INV	4/27/2024	4/27/2024	\$771,609.15	201601 NORTH INDUSTRIES U		\$771,609.15			

Voucher(s): 1		Due			
Aged Totals:		\$771,609.15	\$771,609.15	\$0.00	\$0.00

Vendor ID: 773 **Name:** BERGER 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
	87122	INV	4/23/2024	4/23/2024	\$608.78	MISC BULBS		\$608.78			
	87134	INV	4/23/2024	4/23/2024	\$127.50	TROUBLESHOOT PUMP FOR I		\$127.50			
	87165	INV	4/29/2024	4/29/2024	\$297.48	TROUBLESHOOT CONVEYOR		\$297.48			
	87178	INV	4/30/2024	4/30/2024	\$144.22	TROUBLESHOOT STREET LIG		\$144.22			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

87179 INV 4/30/2024 4/30/2024 \$725.00 TROUBLESHOOT BIO SOLID P \$725.00

Voucher(s): 5		Aged Totals:	Due	\$1,902.98	\$1,902.98	\$0.00	\$0.00	\$0.00
----------------------	--	---------------------	------------	------------	------------	--------	--------	--------

Vendor ID: 5996 **Name:** BIG HORN TIRE, 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
	19479	INV	5/1/2024	5/1/2024	\$57.00	ND TRUCK TIRE LABOR UNIT		\$57.00			
	19499	INV	5/6/2024	5/6/2024	\$1,973.40	NEW TIRES, TRUCK STEMS U		\$1,973.40			
	19511	INV	5/7/2024	5/7/2024	\$333.00	TRUCK TIRE ROTATE, TRUCK		\$333.00			
	19530	INV	5/10/2024	5/10/2024	\$211.10	ND SERVICE CALL UNIT #R56		\$211.10			
	19532	INV	5/13/2024	5/13/2024	\$52.00	REINFORCE PATCH REPAIR		\$52.00			
	19533	INV	5/13/2024	5/13/2024	\$50.00	FLAT REPAIR		\$50.00			

Voucher(s): 6		Aged Totals:	Due	\$2,676.50	\$2,676.50	\$0.00	\$0.00	\$0.00
----------------------	--	---------------------	------------	------------	------------	--------	--------	--------

Vendor ID: 64 **Name:** BILLINGS COUNTY PIONEER **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
	050724	INV	5/7/2024	5/7/2024	\$50.00	SUBSCRIPTION RENEWAL		\$50.00			

Voucher(s): 1		Aged Totals:	Due	\$50.00	\$50.00	\$0.00	\$0.00	\$0.00
----------------------	--	---------------------	------------	---------	---------	--------	--------	--------

Vendor ID: 2551 **Name:** BLACKSTONE AUDIO, INC. **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
	2152342	INV	5/3/2024	5/3/2024	\$603.74	DIP AV		\$603.74			

Voucher(s): 1		Aged Totals:	Due	\$603.74	\$603.74	\$0.00	\$0.00	\$0.00
----------------------	--	---------------------	------------	----------	----------	--------	--------	--------

Vendor ID: 2770 **Name:** BNSF RAILWAY CO **Class ID:** **FED TAX CLAS:** 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
	24002500	INV	3/10/2024	3/10/2024	\$4,850.19	LAND LEASE-WATERLINE BY :				\$4,850.19	

Voucher(s): 1		Aged Totals:	Due	\$4,850.19	\$0.00	\$0.00	\$4,850.19	\$0.00
----------------------	--	---------------------	------------	------------	--------	--------	------------	--------

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
	102767	INV	5/1/2024	5/1/2024	\$37.90	7-WAY OEM SOCKET W/4FLA1		\$37.90			
	102834	INV	5/7/2024	5/7/2024	\$7.50	LATCH CAB LOCK W/O RELEA		\$7.50			

Voucher(s): 2		Aged Totals:	Due	\$45.40	\$45.40	\$0.00	\$0.00	\$0.00
----------------------	--	---------------------	------------	---------	---------	--------	--------	--------

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Vendor ID: 951		Name: BORDER STATES ELECTRIC 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	
	928278262	INV	4/30/2024	4/30/2024	\$84.60	OSRA		\$84.60				
							Due					
Voucher(s): 1							Aged Totals:	\$84.60	\$84.60	\$0.00	\$0.00	\$0.00
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	
	112690	INV	4/30/2024	4/30/2024	\$80.00	BANNER		\$80.00				
	36991	INV	5/2/2024	5/2/2024	\$29.85	3 5 GAL SPRING WATERS		\$29.85				
	360488-2	INV	5/8/2024	5/8/2024	\$570.06	MISC ITEMS FOR EMPLOYEE I		\$570.06				
	361350	INV	5/9/2024	5/9/2024	\$75.75	15 ICE CUBES		\$75.75				
	37959	INV	5/9/2024	5/9/2024	\$29.85	3 5 GAL SPRING WATERS		\$29.85				
	361751	INV	5/14/2024	5/14/2024	\$40.37	MISC CHIPS, WATER		\$40.37				
							Due					
Voucher(s): 6							Aged Totals:	\$825.88	\$825.88	\$0.00	\$0.00	\$0.00
Vendor ID: 9555		Name: BRETT KEITH					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	
	BK 050124	INV	5/1/2024	5/1/2024	\$107.00	EMPLYEE EXPENSE-BRETT K		\$107.00				
							Due					
Voucher(s): 1							Aged Totals:	\$107.00	\$107.00	\$0.00	\$0.00	\$0.00
Vendor ID: 1702		Name: BRICK CITY SENIOR CENTER					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	
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$2,000.00	2024 SENIOR CITIZEN GRANT		\$2,000.00				
							Due					
Voucher(s): 1							Aged Totals:	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00
Vendor ID: 9802		Name: BRIGHTLY SOFTWARE, INC.					Class ID:		FED TAX CLAS: C COPR			
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	
	240058	INV	4/29/2024	4/29/2024	\$14,171.15	ASSET ESSENTIALS CONN TF		\$14,171.15				
							Due					
Voucher(s): 1							Aged Totals:	\$14,171.15	\$14,171.15	\$0.00	\$0.00	\$0.00
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	5/14/2024	5/14/2024	\$368.97	OPEB HLTH BENEFIT		\$368.97				
							Due					
Voucher(s): 1							Aged Totals:	\$368.97	\$368.97	\$0.00	\$0.00	\$0.00

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
	09PS0357565	INV	4/18/2024	4/18/2024	\$60.39	SENSOR, SEAL		\$60.39			
	09PS0358454	INV	5/2/2024	5/2/2024	\$42.26	BOLT, WASHERS		\$42.26			
Voucher(s): 2	Aged Totals:					Due					
						\$102.65	\$102.65	\$0.00	\$0.00	\$0.00	

Vendor ID: 1538	Name: CANNONBALL SENIOR CITIZEN CENTER	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
	2024 SR CITIZEN GR	INV	5/13/2024	5/13/2024	\$3,000.00	2024 SENIOR CITIZEN GRANT		\$3,000.00			
Voucher(s): 1	Aged Totals:					Due					
						\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$0.00	

Vendor ID: 9721	Name: CAPITAL INDUSTRIES LLC/CAP-IT-ALL	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
	043024	INV	4/30/2024	4/30/2024	\$330.00	MENDING FOR POLICE DEPT		\$330.00			
Voucher(s): 1	Aged Totals:					Due					
						\$330.00	\$330.00	\$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
	2781-415379	INV	4/29/2024	4/29/2024	\$80.99	13 OIL FILTERS		\$80.99			
Voucher(s): 1	Aged Totals:					Due					
						\$80.99	\$80.99	\$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
	84266828	INV	5/7/2024	5/7/2024	\$200.18	DIP		\$200.18			
Voucher(s): 1	Aged Totals:					Due					
						\$200.18	\$200.18	\$0.00	\$0.00	\$0.00	

Vendor ID: 3467	Name: CITY OF FARGO	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
	05082024	INV	5/8/2024	5/8/2024	\$800.00	TRAINING~ SWAT BASIC		\$800.00			
Voucher(s): 1	Aged Totals:					Due					
						\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	

Vendor ID: 6483	Name: CLIMATE CONTROL SYSTEMS & SERVICE	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
	60184	INV	5/8/2024	5/8/2024	\$1,276.80	240 16X20X2		\$1,276.80			
Voucher(s): 1	Aged Totals:					Due					
						\$1,276.80	\$1,276.80	\$0.00	\$0.00	\$0.00	

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

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	
	2206692	INV	4/30/2024	4/30/2024	\$135.00	SPLIT SCROLL 2 X 1/2		\$135.00				
							Due					
Voucher(s): 1							Aged Totals:	\$135.00	\$135.00	\$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 050124	INV	5/1/2024	5/1/2024	\$2,307.72	MONTHLY PHONE BILLING		\$2,307.72				
	3027600 050124	INV	5/1/2024	5/1/2024	\$60.89	MONTHLY PHONE BILLING		\$60.89				
	423500 050124	INV	5/1/2024	5/1/2024	\$146.82	MONTHLY PHONE BILLING		\$146.82				
	423600 040124	INV	5/15/2024	5/15/2024	\$3,196.24	MONTHLY PHONE BILLING 04-		\$3,196.24				
	423600 050124	INV	5/15/2024	5/15/2024	\$3,230.77	MONTHLY PHONE BILLING 05-		\$3,230.77				
							Due					
Voucher(s): 5							Aged Totals:	\$8,942.44	\$8,942.44	\$0.00	\$0.00	\$0.00
Vendor ID: 9751		Name: CUSTOM PAINTING/SHARON ANTON					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	
	511266	INV	5/11/2024	5/11/2024	\$5,517.45	WORK DONE ON OLD FARM H		\$5,517.45				
							Due					
Voucher(s): 1							Aged Totals:	\$5,517.45	\$5,517.45	\$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	
	79110	INV	4/29/2024	4/29/2024	\$87.05	CLEANING SUPPLIES		\$87.05				
							Due					
Voucher(s): 1							Aged Totals:	\$87.05	\$87.05	\$0.00	\$0.00	\$0.00
Vendor ID: 9705		Name: DAKOTA OUTDOOR ADVERTISING					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	
	27450	INV	5/15/2024	5/15/2024	\$595.00	DICKINSON DIGITAL NETWORK		\$595.00				
							Due					
Voucher(s): 1							Aged Totals:	\$595.00	\$595.00	\$0.00	\$0.00	\$0.00
Vendor ID: 149		Name: DAKOTA PUMP & CONTROL 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	
	29950	INV	5/1/2024	5/1/2024	\$2,710.00	INSTALLED REBUILT MOTOR		\$2,710.00				
	29964	INV	5/2/2024	5/2/2024	\$1,207.20	MOTOR CASING		\$1,207.20				
							Due					
Voucher(s): 2							Aged Totals:	\$3,917.20	\$3,917.20	\$0.00	\$0.00	\$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Vendor ID: 9856		Name: DEVILS LAKE FIRE DEPARTMENT					Class ID:		FED TAX CLAS: EXEMPT			
Voucher/							Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	2024 REGISTRATION	INV	5/13/2024	5/13/2024	\$450.00	NDA CONVENTION REGISTR		\$450.00				
							Due					
Voucher(s): 1							Aged Totals:	\$450.00	\$450.00	\$0.00	\$0.00	\$0.00

Vendor ID: 182		Name: DICKINSON TIRE INC					Class ID:		FED TAX CLAS:			
Voucher/							Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	1-GS182609	INV	5/6/2024	5/6/2024	\$826.12	NEW TIRES FOR PD22		\$826.12				
	1-182704	INV	5/8/2024	5/8/2024	\$34.00	FIX FLAT TIRE		\$34.00				
							Due					
Voucher(s): 2							Aged Totals:	\$860.12	\$860.12	\$0.00	\$0.00	\$0.00

Vendor ID: 167		Name: DICKINSON TR AIRPORT					Class ID:		FED TAX CLAS:			
Voucher/							Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	ST CO TAX DIST-MAY	INV	5/13/2024	5/13/2024	\$6,414.35	STARK CO TAX DISTR RECD -		\$6,414.35				
							Due					
Voucher(s): 1							Aged Totals:	\$6,414.35	\$6,414.35	\$0.00	\$0.00	\$0.00

Vendor ID: 1533		Name: DODGE SENIOR CITIZENS					Class ID:		FED TAX CLAS:			
Voucher/							Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$5,000.00	2024 SENIOR CITIZEN GRANT		\$5,000.00				
							Due					
Voucher(s): 1							Aged Totals:	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00

Vendor ID: 192		Name: DONS FILTER & FURNACES UNLIMITED					Class ID:		FED TAX CLAS: S CORP			
Voucher/							Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	055571	INV	4/30/2024	4/30/2024	\$254.04	24 MISC FILTERS		\$254.04				
							Due					
Voucher(s): 1							Aged Totals:	\$254.04	\$254.04	\$0.00	\$0.00	\$0.00

Vendor ID: 203		Name: EAST END AUTO (POLICE)					Class ID:		FED TAX CLAS:			
Voucher/							Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	17870	INV	4/5/2024	4/5/2024	\$250.00	TOWING 1977 FORD F150		\$250.00				
	17952	INV	4/30/2024	4/30/2024	\$50.00	TOWING 2007 CHEVROLET CC		\$50.00				
	17954	INV	4/30/2024	4/30/2024	\$50.00	TOWING 2009 MERCEDES		\$50.00				
	17956	INV	4/30/2024	4/30/2024	\$50.00	TOWING KIA OPTIMA		\$50.00				
	17960	INV	4/30/2024	4/30/2024	\$50.00	TOWING BAYLINER BOAT/TR/		\$50.00				
	17962	INV	4/30/2024	4/30/2024	\$50.00	TOWING 2006 BUICK LACROS		\$50.00				
							Due					
Voucher(s): 6							Aged Totals:	\$500.00	\$250.00	\$250.00	\$0.00	\$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

Vendor ID: 204		Name: EBSCO SUBSCRIPTION 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	
	1726683	INV	5/1/2024	5/1/2024	\$3,918.07	BOOKS FOR LIBRARY		\$3,918.07				
							Due					
Voucher(s): 1							Aged Totals:	\$3,918.07	\$3,918.07	\$0.00	\$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 TAXI	INV	2/11/2024	2/11/2024	\$4,583.34	TAXI 1% SALES TAX					\$4,583.34	
	ELDER CARE TAXI	INV	3/11/2024	3/11/2024	\$4,583.34	TAXI 1% SALES TAX				\$4,583.34		
							Due					
Voucher(s): 2							Aged Totals:	\$9,166.68	\$0.00	\$0.00	\$4,583.34	\$4,583.34
Vendor ID: 2758		Name: ELECTRONIC COMMUNICATIONS 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	
	101857	INV	5/3/2024	5/3/2024	\$5,596.00	UNIT #36		\$5,596.00				
							Due					
Voucher(s): 1							Aged Totals:	\$5,596.00	\$5,596.00	\$0.00	\$0.00	\$0.00
Vendor ID: 1567		Name: FASTENAL 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	
	NDDIC199267	INV	5/9/2024	5/9/2024	\$159.99	STD NO SPAD HARNESS		\$159.99				
							Due					
Voucher(s): 1							Aged Totals:	\$159.99	\$159.99	\$0.00	\$0.00	\$0.00
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	
	W1007655-1	INV	5/1/2024	5/1/2024	\$645.75	LF 2 FLG BRZ STRN F MTR		\$645.75				
							Due					
Voucher(s): 1							Aged Totals:	\$645.75	\$645.75	\$0.00	\$0.00	\$0.00
Vendor ID: 231		Name: FISHER SAND & GRAVEL 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	
	20377	INV	4/25/2024	4/25/2024	\$9,228.80	MT TYPE 1 COVER CHIPS		\$9,228.80				
							Due					
Voucher(s): 1							Aged Totals:	\$9,228.80	\$9,228.80	\$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	
	200-1048548	INV	4/29/2024	4/29/2024	\$874.00	5MB FLAT DATA PLAN US W/N		\$874.00				
							Due					
Voucher(s): 1							Aged Totals:	\$874.00	\$874.00	\$0.00	\$0.00	\$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

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	
	MP119154 043024	INV	4/30/2024	4/30/2024	\$286.00	ADVERTISING FOR MUSEUM		\$286.00				
	MP148685 043024	INV	4/30/2024	4/30/2024	\$595.00	ADVERTISING FOR LIBRARY		\$595.00				
							Due					
Voucher(s): 2		Aged Totals:						\$881.00	\$881.00	\$0.00	\$0.00	\$0.00
Vendor ID: 6287		Name: FRIES JOEL/ 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	
	16860	INV	4/30/2024	4/30/2024	\$2,487.33	04-29-24 DICKINSON-SHAKOP		\$2,487.33				
	16895	INV	5/9/2024	5/9/2024	\$2,475.88	05-07-24 DICKINSON-SHAKOP		\$2,475.88				
							Due					
Voucher(s): 2		Aged Totals:						\$4,963.21	\$4,963.21	\$0.00	\$0.00	\$0.00
Vendor ID: 9853		Name: G.L. BERG ENTERTAINMENT					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	
	37916	INV	5/8/2024	5/8/2024	\$20,000.00	EXCLUSIVE TALENT BUYER A		\$20,000.00				
							Due					
Voucher(s): 1		Aged Totals:						\$20,000.00	\$20,000.00	\$0.00	\$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	
	027792247	INV	4/29/2024	4/29/2024	\$786.75	CROSS FR MENS PANTS -FIRI		\$786.75				
							Due					
Voucher(s): 1		Aged Totals:						\$786.75	\$786.75	\$0.00	\$0.00	\$0.00
Vendor ID: 6381		Name: GEMSTONE CREATIONS					Class ID: 1099		FED TAX CLAS: INDIVIDUAL			
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	
	848402	INV	5/6/2024	5/6/2024	\$165.00	GIFT SHOP SUPPLIES		\$165.00				
							Due					
Voucher(s): 1		Aged Totals:						\$165.00	\$165.00	\$0.00	\$0.00	\$0.00
Vendor ID: 241		Name: GENERAL STEEL & 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	
	23194	INV	4/30/2024	4/30/2024	\$16.09	2 3/8 FR 70 CLEVIS GRAB HOC		\$16.09				
							Due					
Voucher(s): 1		Aged Totals:						\$16.09	\$16.09	\$0.00	\$0.00	\$0.00
Vendor ID: 1205		Name: GLADSTONE SENIOR CITIZENS					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	
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$7,500.00	2024 SENIOR CITIZEN GRANT		\$7,500.00				
							Due					
Voucher(s): 1		Aged Totals:						\$7,500.00	\$7,500.00	\$0.00	\$0.00	\$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Vendor ID: 1542		Name: GOLDEN MINERS SENIOR CITIZENS					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	
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$2,000.00	2024 SENIOR CITIZEN GRANT		\$2,000.00				
							Due					
Voucher(s): 1							Aged Totals:	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00
Vendor ID: 6082		Name: GOOSENECK IMPLEMENT					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	
	10097173	INV	3/20/2024	3/20/2024	\$28,823.80	2 JOHN DEERE Z TRAK'S			\$28,823.80			
	11055564	INV	4/23/2024	4/23/2024	\$290.89	FILTER ELEMENTS, OIL, FUEL		\$290.89				
	11055940	INV	4/23/2024	4/23/2024	\$16.89	GRASS DEFL		\$16.89				
	11057025	INV	4/24/2024	4/24/2024	\$52.86	3 BLADES		\$52.86				
	11061341	INV	4/30/2024	4/30/2024	\$72.60	12 TOEQ GARD #30 QT		\$72.60				
	11061344	INV	4/30/2024	4/30/2024	\$109.52	TORSION SPRING, SHUTE, PII		\$109.52				
							Due					
Voucher(s): 6							Aged Totals:	\$29,366.56	\$542.76	\$28,823.80	\$0.00	\$0.00
Vendor ID: 9747		Name: GREEN LANDON					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	
	MILEAGE 04-30-24	INV	5/1/2024	5/1/2024	\$127.77	MILEAGE FOR APRIL 2024		\$127.77				
							Due					
Voucher(s): 1							Aged Totals:	\$127.77	\$127.77	\$0.00	\$0.00	\$0.00
Vendor ID: 258		Name: HACH 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	
	14019183	INV	5/2/2024	5/2/2024	\$5,725.00	BENCHPLUS, FLD SVC		\$5,725.00				
							Due					
Voucher(s): 1							Aged Totals:	\$5,725.00	\$5,725.00	\$0.00	\$0.00	\$0.00
Vendor ID: 1536		Name: HALLIDAY SENIOR CITIZENS CLUB					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	
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$1,800.00	2024 SENIOR CITIZEN GRANT		\$1,800.00				
							Due					
Voucher(s): 1							Aged Totals:	\$1,800.00	\$1,800.00	\$0.00	\$0.00	\$0.00
Vendor ID: 1633		Name: HAWKINS 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	
	6725976	INV	4/5/2024	4/5/2024	\$10,567.00	CHEMICALS		\$10,567.00				
							Due					
Voucher(s): 1							Aged Totals:	\$10,567.00	\$0.00	\$10,567.00	\$0.00	\$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Vendor ID: 362 **Name:** HAYNES, MELBYE LAW OFFICE PLLC **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
	C BLACK 050624	INV	5/6/2024	5/6/2024	\$854.52	LEGAL SERVICES-CHELSEY E		\$854.52			
	C CANDELARIA 050624	INV	5/6/2024	5/6/2024	\$135.42	LEGAL SERVICES-C CANDELARIA		\$135.42			
	C JACKSON 050624	INV	5/6/2024	5/6/2024	\$229.17	LEGAL SERVICES-CLASSIE JACOBSON		\$229.17			
	C WALKER 050624	INV	5/6/2024	5/6/2024	\$562.50	LEGAL SERVICES-C WALKER		\$562.50			
	C WARREN 050624	INV	5/6/2024	5/6/2024	\$281.25	LEGAL SERVICES-CYNTHIA W		\$281.25			
	I SERRANO 050624	INV	5/6/2024	5/6/2024	\$331.25	LEGAL SERVICES-IRVIN SERFER		\$331.25			
	J LONGART 050624	INV	5/6/2024	5/6/2024	\$177.08	LEGAL SERVICES-JOSE LONGART		\$177.08			
	J ROBINSON 050624	INV	5/6/2024	5/6/2024	\$568.75	LEGAL SERVICES-J ROBINSON		\$568.75			
	J VARGAS 050624	INV	5/6/2024	5/6/2024	\$229.17	LEGAL SERVICES-JUSTIN VARGAS		\$229.17			
	L MAYS 050624	INV	5/6/2024	5/6/2024	\$93.75	LEGAL SERVICES-LACORA MAYS		\$93.75			
	L TOUCHINE 050624	INV	5/6/2024	5/6/2024	\$260.42	LEGAL SERVICES-LUCY TOUCHINE		\$260.42			
	M DECKER 050624	INV	5/6/2024	5/6/2024	\$143.75	LEGAL SERVICES-MICHAEL J		\$143.75			
	M REDBEAR 050624	INV	5/6/2024	5/6/2024	\$197.92	LEGAL SERVICES-MARK REDBEAR		\$197.92			
	M WEGLEITER 050624	INV	5/6/2024	5/6/2024	\$177.08	LEGAL SERVICES-M WEGLEITER		\$177.08			
	M WILLSON 050624	INV	5/6/2024	5/6/2024	\$541.66	LEGAL SERVICES-MICHAEL W		\$541.66			
	R BROWN 050624	INV	5/6/2024	5/6/2024	\$375.00	LEGAL SERVICES-RICKEY BROWN		\$375.00			
	S RAY 050624	INV	5/6/2024	5/6/2024	\$156.25	LEGAL SERVICES-SHABANES		\$156.25			
	T HUFF 050624	INV	5/6/2024	5/6/2024	\$287.50	LEGAL SERVICES-TYLER HUFF		\$287.50			
	X BAGSBY 050624	INV	5/6/2024	5/6/2024	\$512.50	LEGAL SERVICES-XAVIER BAGSBY		\$512.50			

Voucher(s): 19 **Aged Totals:** **Due** **\$6,114.94** **\$6,114.94** **\$0.00** **\$0.00** **\$0.00**

Vendor ID: 6210 **Name:** HEART RIVER VOICE **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
	11-8741	INV	4/26/2024	4/26/2024	\$140.00	1/4 PAGE ADVERTISING-LIBRARY		\$140.00			

Voucher(s): 1 **Aged Totals:** **Due** **\$140.00** **\$140.00** **\$0.00** **\$0.00** **\$0.00**

Vendor ID: 5870 **Name:** HEREDIA-NIEVES, YOEL **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
	YH 050924	INV	5/9/2024	5/9/2024	\$107.00	EMPLOYEE EXP-YOEL HEREDIA-NIEVES		\$107.00			

Voucher(s): 1 **Aged Totals:** **Due** **\$107.00** **\$107.00** **\$0.00** **\$0.00** **\$0.00**

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Vendor ID: 2572		Name: HOTSY EQUIPMENT 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	
	SI031913	INV	5/9/2024	5/9/2024	\$93.00	RIPPER II 5 GAL		\$93.00				
							Due					
Voucher(s): 1							Aged Totals:	\$93.00	\$93.00	\$0.00	\$0.00	\$0.00
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	
	70260	INV	4/12/2024	4/12/2024	\$12,906.50	GENERAL SERVICES			\$12,906.50			
							Due					
Voucher(s): 1							Aged Totals:	\$12,906.50	\$0.00	\$12,906.50	\$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	
	DP042024.945.0	INV	4/30/2024	4/30/2024	\$568.20	AZURE AD PLAN 2, SSL VPN C		\$568.20				
	TC042024.945.0	INV	4/30/2024	4/30/2024	\$16.75	PEXIP VIRTUAL MEETING ROC		\$16.75				
							Due					
Voucher(s): 2							Aged Totals:	\$584.95	\$584.95	\$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	
	4526038	INV	4/29/2024	4/29/2024	\$86.55	MISC SUPPLIES		\$86.55				
	4532165	INV	5/6/2024	5/6/2024	\$72.30	BOWLS, FOLDERS, INDEX, ER		\$72.30				
	4536447	INV	5/10/2024	5/10/2024	\$85.16	TOWELS, COCOA, NAPKINS		\$85.16				
							Due					
Voucher(s): 3							Aged Totals:	\$244.01	\$244.01	\$0.00	\$0.00	\$0.00
Vendor ID: 2908		Name: INTERSTATE ALL BATTERY CENTER					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	
	1900502047502	INV	4/25/2024	4/25/2024	\$162.30	SLA FLAG		\$162.30				
							Due					
Voucher(s): 1							Aged Totals:	\$162.30	\$162.30	\$0.00	\$0.00	\$0.00
Vendor ID: 2329		Name: J'S MUFFLER SHOP & HITCHES					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	
	32964	INV	5/1/2024	5/1/2024	\$269.95	R3-0860		\$269.95				
							Due					
Voucher(s): 1							Aged Totals:	\$269.95	\$269.95	\$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	
	21545	INV	5/7/2024	5/7/2024	\$406.14	WINDSHIELD REPAIR, SHOP €		\$406.14				

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

Voucher(s): 1		Aged Totals:	Due	\$406.14	\$406.14	\$0.00	\$0.00	\$0.00
----------------------	--	---------------------	-----	----------	----------	--------	--------	--------

Vendor ID: 9509 **Name:** KARR DANIEL **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
	DK 050924	INV	5/9/2024	5/9/2024	\$107.00	EMPLOYEE EXP-DANIEL KARF		\$107.00			

Voucher(s): 1		Aged Totals:	Due	\$107.00	\$107.00	\$0.00	\$0.00	\$0.00
----------------------	--	---------------------	-----	----------	----------	--------	--------	--------

Vendor ID: 9670 **Name:** KETTERLING DUSTAN **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
	DK 050924	INV	5/9/2024	5/9/2024	\$107.00	EMPLOYEE EXP-D KETTERLIN		\$107.00			

Voucher(s): 1		Aged Totals:	Due	\$107.00	\$107.00	\$0.00	\$0.00	\$0.00
----------------------	--	---------------------	-----	----------	----------	--------	--------	--------

Vendor ID: 9851 **Name:** KLAMAN, BAILEY **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
	BK 050124	INV	5/1/2024	5/1/2024	\$107.00	EMPLOYEE EXP-BAILEY KLAM		\$107.00			

Voucher(s): 1		Aged Totals:	Due	\$107.00	\$107.00	\$0.00	\$0.00	\$0.00
----------------------	--	---------------------	-----	----------	----------	--------	--------	--------

Vendor ID: 301 **Name:** KLJ ENGINEERING 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
	10205708	INV	4/18/2024	4/18/2024	\$3,253.00	202200 PATTERSON LAKE		\$3,253.00			
	10205708A	INV	4/18/2024	4/18/2024	\$258.00	202408 PUBLIC SAFETY FAC		\$258.00			
	10205708B	INV	4/18/2024	4/18/2024	\$810.50	MISC SUPPORT SERVICES		\$810.50			
	10205803	INV	4/18/2024	4/18/2024	\$10,649.00	202408 DICKINSON PUBLIC SA		\$10,649.00			
	10205804	INV	4/18/2024	4/18/2024	\$11,025.50	202501 2025 ROAD MAINTENA		\$11,025.50			
	10205805	INV	4/18/2024	4/18/2024	\$2,251.22	202203 LEGACY SQUARE PAR		\$2,251.22			
	10205807	INV	4/18/2024	4/18/2024	\$4,546.50	202401 2024 ROAD MAINTENA		\$4,546.50			

Voucher(s): 7		Aged Totals:	Due	\$32,793.72	\$32,793.72	\$0.00	\$0.00	\$0.00
----------------------	--	---------------------	-----	-------------	-------------	--------	--------	--------

Vendor ID: 9850 **Name:** KO SAFETY SERVICES, 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
	44683	INV	3/1/2024	3/1/2024	\$17,142.84	MISC ITEMS FOR FIRE DEPT				\$17,142.84	

Voucher(s): 1		Aged Totals:	Due	\$17,142.84	\$0.00	\$0.00	\$17,142.84	\$0.00
----------------------	--	---------------------	-----	-------------	--------	--------	-------------	--------

Vendor ID: 6101 **Name:** LANGUAGE LINK **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
	268996	INV	5/1/2024	5/1/2024	\$13.69	INTERPRETER FOR MUNIC CC		\$13.69			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Voucher(s): 1	Aged Totals:	Due			
		\$13.69	\$13.69	\$0.00	\$0.00

Vendor ID: 9510 **Name:** LINDE GAS & EQUIPMENT INC **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
	42678391	INV	4/30/2024	4/30/2024	\$160.99	SHOP SUPPLIES		\$160.99			

Voucher(s): 1	Aged Totals:	Due			
		\$160.99	\$160.99	\$0.00	\$0.00

Vendor ID: 1218 **Name:** LOGO MAGIC 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
	141487	INV	4/8/2024	4/8/2024	\$260.00	CLOTHING FOR G HOLSTEIN			\$260.00		
	141711	INV	4/17/2024	4/17/2024	\$177.00	CLOTHING ORDERED-A PAUL		\$177.00			
	142128	INV	5/3/2024	5/3/2024	\$282.00	CLOTHING FOR FIRE DEPT		\$282.00			
	142319	INV	5/10/2024	5/10/2024	\$32.00	4 LOGO EMB PROVIDED		\$32.00			

Voucher(s): 4	Aged Totals:	Due			
		\$751.00	\$491.00	\$260.00	\$0.00

Vendor ID: 9692 **Name:** LONG-JOHNS ZAYN **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
	ZJ 050924	INV	5/9/2024	5/9/2024	\$107.00	EMPLOYEE EXP-ZAYN JOHNS		\$107.00			

Voucher(s): 1	Aged Totals:	Due			
		\$107.00	\$107.00	\$0.00	\$0.00

Vendor ID: 6192 **Name:** MAC'S HARDWARE **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
	C35146/D	INV	4/25/2024	4/25/2024	\$10.23	SHOP SUPPLIES		\$10.23			
	C36051/D	INV	5/2/2024	5/2/2024	\$3.59	WASHERS, NUTS, BOLTS		\$3.59			
	C36763/D	INV	5/8/2024	5/8/2024	\$47.99	PFD 1914 FURNITURE DOLLY		\$47.99			

Voucher(s): 3	Aged Totals:	Due			
		\$61.81	\$61.81	\$0.00	\$0.00

Vendor ID: 352 **Name:** MACKOFF KELLOGG LAW FIRM **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
	55000-000C 050824	INV	5/8/2024	5/8/2024	\$8,000.00	CORRECTION TO PREVIOUS I		\$8,000.00			
	56000-000C 050824	INV	5/8/2024	5/8/2024	\$6,000.00	CORRECTION TO PREVIOUS I		\$6,000.00			

Voucher(s): 2	Aged Totals:	Due			
		\$14,000.00	\$14,000.00	\$0.00	\$0.00

Vendor ID: 5633 **Name:** MAGSTADT, LEE **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
	LM 050124	INV	5/1/2024	5/1/2024	\$107.00	EMPLOYEE EXP-LEE MAGSTA		\$107.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Voucher(s): 1	Aged Totals:	Due							
		\$107.00	\$107.00	\$0.00	\$0.00	\$0.00			

Vendor ID: 5832 **Name:** MATTHEW BENDER & CO INC. **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
	41194268 050624	INV	5/6/2024	5/6/2024	\$77.81	ND ADVANCE CODE SERVICE		\$77.81			

Voucher(s): 1	Aged Totals:	Due							
		\$77.81	\$77.81	\$0.00	\$0.00	\$0.00			

Vendor ID: 9669 **Name:** MCCABE DAN **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
	DM 050924	INV	5/9/2024	5/9/2024	\$107.00	GUEST SERVICES		\$107.00			

Voucher(s): 1	Aged Totals:	Due							
		\$107.00	\$107.00	\$0.00	\$0.00	\$0.00			

Vendor ID: 4828 **Name:** MENARDS **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
	43316	INV	2/22/2024	2/22/2024	\$134.00	48X24X72 5 TIER				\$134.00	
	45900	INV	4/16/2024	4/16/2024	\$37.37	PVC ELBOW, TEE, COUPLING		\$37.37			
	46382	INV	4/25/2024	4/25/2024	\$9.99	MAG NUT DRIVER SET METRI		\$9.99			
	46610	INV	4/30/2024	4/30/2024	\$39.98	TRIBALL MOUNT, BENT PIN		\$39.98			
	46640	INV	4/30/2024	4/30/2024	\$51.32	DUSTBUSTER HAND VAC, UL		\$51.32			
	46698	INV	5/1/2024	5/1/2024	\$318.23	MISC ITEMS FOR LIBRARY		\$318.23			
	46711	INV	5/1/2024	5/1/2024	\$118.68	PIPE WRENCH, SMOKE FILM,		\$118.68			
	46742	INV	5/2/2024	5/2/2024	\$29.98	COBRA 1/4" X 25		\$29.98			
	46763	INV	5/2/2024	5/2/2024	\$1.64	ROYAL CARPET ALYSSUM		\$1.64			
	46764	INV	5/2/2024	5/2/2024	\$437.71	MISC ITEMS FOR FIRE DEPT		\$437.71			
	46770	INV	5/2/2024	5/2/2024	\$304.59	CHAIN DOOR GUARDS, DEAD		\$304.59			
	46772	INV	5/2/2024	5/2/2024	\$165.29	MISC ITEMS FOR FIRE DEPT		\$165.29			
	46774	INV	5/2/2024	5/2/2024	\$19.94	TIDE PODS		\$19.94			
	46782	INV	5/2/2024	5/2/2024	\$77.25	MISC ITEMS FOR FIRE DEPT		\$77.25			
	46831	INV	5/3/2024	5/3/2024	\$479.97	EXHIBITS-PALEO		\$479.97			
	47163	INV	5/5/2024	5/5/2024	\$4.48	PLASTICWOOD FILLR LTX		\$4.48			
	47006	INV	5/7/2024	5/7/2024	\$8.98	5/8" MAG NUT DRIVER, 1/2" DF		\$8.98			
	47056	INV	5/8/2024	5/8/2024	\$2.76	DOWNSPOUT BAND		\$2.76			
	47058	INV	5/8/2024	5/8/2024	\$159.52	GLOVES		\$159.52			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

47086	INV	5/8/2024	5/8/2024	\$62.74	EXHIBITS-PALEO	\$62.74
47351	INV	5/13/2024	5/13/2024	\$36.62	CLOROX BLEACH	\$36.62

				Due					
Voucher(s): 21	Aged Totals:				\$2,501.04	\$2,367.04	\$0.00	\$134.00	\$0.00

Vendor ID: 6400 **Name:** MIDCONTINENT COMMUNICATIONS **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
	22239950113990	INV	4/20/2024	4/20/2024	\$246.78	MIDCO BUSINESS INTERNET		\$246.78			

				Due					
Voucher(s): 1	Aged Totals:				\$246.78	\$246.78	\$0.00	\$0.00	\$0.00

Vendor ID: 370 **Name:** MIDWEST DOORS 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
	95212	INV	4/23/2024	4/23/2024	\$24,071.67	ENERGY SAVER WHITE DOOF		\$24,071.67			

				Due					
Voucher(s): 1	Aged Totals:				\$24,071.67	\$24,071.67	\$0.00	\$0.00	\$0.00

Vendor ID: 5645 **Name:** MIDWEST LABORATORIES, INC **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
	1183293	INV	5/2/2024	5/2/2024	\$194.81	CHEMICALS		\$194.81			

				Due					
Voucher(s): 1	Aged Totals:				\$194.81	\$194.81	\$0.00	\$0.00	\$0.00

Vendor ID: 1732 **Name:** MIDWEST TAPE **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
	505412645	INV	4/30/2024	4/30/2024	\$2,510.84	DIGITAL AUDIOBOOKS, COMIC		\$2,510.84			
	505419562	INV	5/2/2024	5/2/2024	\$47.22	DIP CH AV		\$47.22			
	505419563	INV	5/2/2024	5/2/2024	\$29.99	DIP AV		\$29.99			
	505419565	INV	5/2/2024	5/2/2024	\$80.19	BILLINGS COUNTY SCHOOL D		\$80.19			
	505448165	INV	5/9/2024	5/9/2024	\$99.70	DIP AV		\$99.70			
	505448167	INV	5/9/2024	5/9/2024	\$84.72	DIP CH AV		\$84.72			
	505448168	INV	5/9/2024	5/9/2024	\$83.21	BC AV		\$83.21			
	505448169	INV	5/9/2024	5/9/2024	\$108.71	BILLINGS CO SCHOOL DISTRI		\$108.71			

				Due					
Voucher(s): 8	Aged Totals:				\$3,044.58	\$3,044.58	\$0.00	\$0.00	\$0.00

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
	1249567	INV	4/25/2024	4/25/2024	\$145.00	CHEMICALS		\$145.00			
	1249568	INV	4/25/2024	4/25/2024	\$49.00	CHEMICALS		\$49.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

1249574	INV	4/25/2024	4/25/2024	\$293.50	CHEMICALS	\$293.50
1249579	INV	4/25/2024	4/25/2024	\$145.00	CHEMICALS	\$145.00
1250564	INV	5/2/2024	5/2/2024	\$145.00	CHEMICALS	\$145.00
1250570	INV	5/2/2024	5/2/2024	\$293.50	CHEMICALS	\$293.50
1250977	INV	5/6/2024	5/6/2024	\$49.00	CHEMICALS	\$49.00
1250981	INV	5/6/2024	5/6/2024	\$145.00	CHEMICALS	\$145.00
1251436	INV	5/8/2024	5/8/2024	\$293.50	CHEMICALS	\$293.50
1251439	INV	5/8/2024	5/8/2024	\$145.00	CHEMICALS	\$145.00
1251616	INV	5/9/2024	5/9/2024	\$49.00	CHEMICALS	\$49.00

Voucher(s):	11	Aged Totals:	<u>Due</u>	\$1,752.50	\$1,752.50	\$0.00	\$0.00	\$0.00
-------------	----	---------------------	------------	------------	------------	--------	--------	--------

Vendor ID: 9854 **Name:** MODERN MARKETING **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
	MMI156825	INV	5/1/2024	5/1/2024	\$760.34	300 ADVENTURE BEGINS COL		\$760.34			

Voucher(s):	1	Aged Totals:	<u>Due</u>	\$760.34	\$760.34	\$0.00	\$0.00	\$0.00
-------------	---	---------------------	------------	----------	----------	--------	--------	--------

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
	60522210008	INV	5/1/2024	5/1/2024	\$38.18	W VILLARD ST BLK LIGHTS		\$38.18			
	40432210009	INV	5/3/2024	5/3/2024	\$405.11	W 14TH ST LIFT STATION SIM		\$405.11			
	41432210007	INV	5/3/2024	5/3/2024	\$64.99	2100 3RD ST W HIGHWAY 22 S		\$64.99			
	83243529704	INV	5/3/2024	5/3/2024	\$70.80	1400 3RD AVE E TRAFFIC SIGI		\$70.80			
	89112210003 050324	INV	5/3/2024	5/3/2024	\$2,487.00	MONTHLY ELECTRICAL BILLIN		\$2,487.00			
	05295310006	INV	5/7/2024	5/7/2024	\$39.53	1587 GRASSLANDS DR		\$39.53			
	106 127 1790 9	INV	5/7/2024	5/7/2024	\$856.66	2475 STATE AVE N MAIN BUIL		\$856.66			
	15658310006	INV	5/7/2024	5/7/2024	\$79.87	1201 W 3RD AV SPRINKLER S		\$79.87			
	195 422 1000 0	INV	5/7/2024	5/7/2024	\$44.69	W 20TH ST W 19TH ST SIREN		\$44.69			
	241 900 7363 5	INV	5/7/2024	5/7/2024	\$306.00	2015 1/2 WAHL ST		\$306.00			
	42732210002	INV	5/7/2024	5/7/2024	\$3,149.28	989 15TH ST W LIFT 12 STATI		\$3,149.28			
	49532210009	INV	5/7/2024	5/7/2024	\$142.48	W 13TH ST		\$142.48			
	53524310009	INV	5/7/2024	5/7/2024	\$138.01	STREET LIGHT CONTROL 133		\$138.01			
	677 807 9292 4	INV	5/7/2024	5/7/2024	\$171.03	1520 STATE AVE		\$171.03			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

75612251993	INV	5/7/2024	5/7/2024	\$88.01	2999 W 21ST ST TRAFFIC SIGI	\$88.01
81932210008	INV	5/7/2024	5/7/2024	\$65.14	W 3RD AVE W 15TH ST LIGHT	\$65.14
92800947225	INV	5/7/2024	5/7/2024	\$545.99	2475 STATE AVE N GENERATI	\$545.99
982 386 9285 3	INV	5/7/2024	5/7/2024	\$172.93	2300 W 21ST ST	\$172.93
011 522 1000 9	INV	5/9/2024	5/9/2024	\$730.33	615 W BROADWAY ST ST DEF	\$730.33
034 433 6592 3	INV	5/9/2024	5/9/2024	\$106.39	38 1/2 S STATE AVE	\$106.39
076 608 6751 1	INV	5/9/2024	5/9/2024	\$182.57	2ND ST SW AND STATE AVE	\$182.57
111 522 1000 8	INV	5/9/2024	5/9/2024	\$79.93	635 W BROADWAY WHSE	\$79.93
190 522 1000 2	INV	5/9/2024	5/9/2024	\$166.31	387 S STATE AVE	\$166.31
224 153 1000 6	INV	5/9/2024	5/9/2024	\$60.74	2103 W VILLARD ST ST LITES	\$60.74
253 522 1000 6	INV	5/9/2024	5/9/2024	\$244.81	103 3RD ST SE LIFT STATION	\$244.81
341 522 1000 0	INV	5/9/2024	5/9/2024	\$1,026.75	500 E BROADWAY LIFT STATI	\$1,026.75
400 523 8047 0	INV	5/9/2024	5/9/2024	\$560.20	140 6TH AVE SE	\$560.20
402 622 1000 4	INV	5/9/2024	5/9/2024	\$421.38	300 5TH ST SW 5 LIFT STATIO	\$421.38
421 622 1000 1	INV	5/9/2024	5/9/2024	\$286.36	S MAIN LIFT STATION	\$286.36
474 349 8466 3	INV	5/9/2024	5/9/2024	\$52.07	122 1ST ST W FIRST ON FIRST	\$52.07
499 653 0566 4	INV	5/9/2024	5/9/2024	\$2,553.27	2486 W VILLARD ST	\$2,553.27
511 522 1000 4	INV	5/9/2024	5/9/2024	\$301.14	W BROADWAY #7	\$301.14
542 688 9300 2	INV	5/9/2024	5/9/2024	\$6,400.52	811 W BROADWAY BLDG A	\$6,400.52
656 522 1000 9	INV	5/9/2024	5/9/2024	\$165.42	SW 4TH ST	\$165.42
675 522 1000 6	INV	5/9/2024	5/9/2024	\$50.74	S MAIN	\$50.74
711 522 1000 2	INV	5/9/2024	5/9/2024	\$53.07	W 3RD AVE STORM PUMP TM	\$53.07
742 043 1000 2	INV	5/9/2024	5/9/2024	\$140.18	1099 W BROADWAY ST LIGHT	\$140.18
842 043 1000 1	INV	5/9/2024	5/9/2024	\$160.21	458 E BROADWAY ST STREET	\$160.21
901 522 1000 2	INV	5/9/2024	5/9/2024	\$329.87	625 W BROADWAY ST WATEF	\$329.87

Voucher(s): 39	Aged Totals:	Due			
		\$22,937.96	\$22,937.96	\$0.00	\$0.00

Vendor ID: 1844 **Name:** MOTION INDUSTRIES 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
	ND55-00628575	INV	5/9/2024	5/9/2024	\$367.90	MICROFLEX MK MIDKNIGHT X		\$367.90			

Voucher(s): 1	Aged Totals:	Due			
		\$367.90	\$367.90	\$0.00	\$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Vendor ID: 5620		Name: NAYAX, 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	
	2645358	INV	4/30/2024	4/30/2024	\$8.95	04-02-24 MONTHLY SERVICE F		\$8.95				
Voucher(s): 1							Aged Totals:		Due			
								\$8.95	\$8.95	\$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	
	042924	INV	4/29/2024	4/29/2024	\$11,605.12	202311 2024 TRANSP		\$11,605.12				
Voucher(s): 1							Aged Totals:		Due			
								\$11,605.12	\$11,605.12	\$0.00	\$0.00	\$0.00
Vendor ID: 680		Name: ND FIREFIGHTERS ASSOCIATION					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	
	2024042604	INV	4/26/2024	4/26/2024	\$20.00	RETESTS FOR FIRE FIGHTER:		\$20.00				
Voucher(s): 1							Aged Totals:		Due			
								\$20.00	\$20.00	\$0.00	\$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	
	4044124	INV	4/30/2024	4/30/2024	\$663.40	REG & VOICE CALL OUTS		\$663.40				
Voucher(s): 1							Aged Totals:		Due			
								\$663.40	\$663.40	\$0.00	\$0.00	\$0.00
Vendor ID: 3098		Name: NELSON INTERNATIONAL					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	
	X104042492:01	INV	4/29/2024	4/29/2024	\$35.44	2 OIL FILTERS		\$35.44				
Voucher(s): 1							Aged Totals:		Due			
								\$35.44	\$35.44	\$0.00	\$0.00	\$0.00
Vendor ID: 1539		Name: NEW ENGLAND SENIOR CITIZEN CENTER					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	
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$5,000.00	2024 SENIOR CITIZEN GRANT		\$5,000.00				
Voucher(s): 1							Aged Totals:		Due			
								\$5,000.00	\$5,000.00	\$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	
	390755/1	INV	4/30/2024	4/30/2024	\$2.33	4" SLV #6 NAILON 1 PC		\$2.33				
	390798/1	INV	5/1/2024	5/1/2024	\$12.80	FASTENER BY UNITS		\$12.80				
	390812/1	INV	5/1/2024	5/1/2024	\$6.29	LQD NAILS XTREM HD 10OZ		\$6.29				
	390818/1	INV	5/2/2024	5/2/2024	\$3.44	8 FASTENER BY UNIT		\$3.44				

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

390825/1	INV	5/2/2024	5/2/2024	\$40.28	ELBOW, SHOVL RND, SPRINK	\$40.28
390827/1	INV	5/2/2024	5/2/2024	\$2.51	ELBOW, FUNNYPIPE	\$2.51
390934/1	INV	5/7/2024	5/7/2024	\$11.50	BUNGEE, RUBBER TARP STR.	\$11.50
390950/1	INV	5/7/2024	5/7/2024	\$149.73	BATTERIES, WHEEL BRUSH S	\$149.73
391100/1	INV	5/13/2024	5/13/2024	\$11.13	FASTENER BY UNIT	\$11.13
391132/1	INV	5/14/2024	5/14/2024	\$5.38	2-WR-5 BLUE COLORPLUS KE	\$5.38

Voucher(s): 10	Aged Totals:	Due			
		\$245.39	\$245.39	\$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
	15160760	INV	5/2/2024	5/2/2024	\$266.58	2 ADVANCE TRAILER EXPRES		\$266.58			
	19051595	INV	5/2/2024	5/2/2024	\$182.69	BASIC INSTALL PKG		\$182.69			
	2280824	INV	5/6/2024	5/6/2024	\$108.99	LOOKED FOR TIRE LEAK		\$108.99			

Voucher(s): 3	Aged Totals:	Due			
		\$558.26	\$558.26	\$0.00	\$0.00

Vendor ID: 3390 **Name:** O'REILLY AUTO PARTS **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
	1865-302433	INV	5/3/2024	5/3/2024	\$305.82	BATTERY, CORE CHG, CORE		\$305.82			

Voucher(s): 1	Aged Totals:	Due			
		\$305.82	\$305.82	\$0.00	\$0.00

Vendor ID: 2776 **Name:** OLHEISER, JOSH **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
	JO 051424	INV	5/14/2024	5/14/2024	\$420.00	EMPLOYEE EXP-JOSH OLHEI		\$420.00			

Voucher(s): 1	Aged Totals:	Due			
		\$420.00	\$420.00	\$0.00	\$0.00

Vendor ID: 5749 **Name:** PEARCE DURICK PLLC **Class ID:** 1099 **FED TAX CLAS:** LLC AS 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
	4865.16661 050624	INV	5/6/2024	5/6/2024	\$12,110.50	LEGAL SERVICES		\$12,110.50			

Voucher(s): 1	Aged Totals:	Due			
		\$12,110.50	\$12,110.50	\$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
	0104125	INV	4/26/2024	4/26/2024	\$630.09	BILLINGS CO SCHOOL DISTRI		\$630.09			

Voucher(s): 1	Aged Totals:	Due			
		\$630.09	\$630.09	\$0.00	\$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

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	
	009827	INV	5/1/2024	5/1/2024	\$30.83	LICENSE PLATE LEN, MOLDIN		\$30.83				
	010018	INV	5/2/2024	5/2/2024	\$987.48	SUPER HC IND V BELTS (18)		\$987.48				
	010577	INV	5/7/2024	5/7/2024	\$6.49	PWR STEERING FL-Q		\$6.49				
	010603	INV	5/7/2024	5/7/2024	\$271.98	GEARWRENCH BELT TOOL		\$271.98				
	010751	INV	5/8/2024	5/8/2024	\$33.03	CAR CHARGER, USB CAR CH		\$33.03				
Voucher(s): 5							Aged Totals:		Due			
								\$1,329.81	\$1,329.81	\$0.00	\$0.00	\$0.00
Vendor ID: 1540		Name: PRAIRIE PIONEER SENIOR CITIZENS					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	
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$11,000.00	2024 SENIOR CITIZEN GRANT		\$11,000.00				
Voucher(s): 1							Aged Totals:		Due			
								\$11,000.00	\$11,000.00	\$0.00	\$0.00	\$0.00
Vendor ID: 1530		Name: PRAIRIE SENIOR CITIZENS CLUB					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	
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$2,500.00	2024 SENIOR CITIZEN GRANT		\$2,500.00				
Voucher(s): 1							Aged Totals:		Due			
								\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$0.00
Vendor ID: 2596		Name: PRO TINT					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	
	2528	INV	4/29/2024	4/29/2024	\$1,025.00	MISC ITEMS FOR UNIT #R-10		\$1,025.00				
Voucher(s): 1							Aged Totals:		Due			
								\$1,025.00	\$1,025.00	\$0.00	\$0.00	\$0.00
Vendor ID: 466		Name: PUMP SYSTEMS LLC					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	
	00405237	INV	5/9/2024	5/9/2024	\$22.95	HUNTER I2-ULTRA, BUSHING		\$22.95				
Voucher(s): 1							Aged Totals:		Due			
								\$22.95	\$22.95	\$0.00	\$0.00	\$0.00
Vendor ID: 469		Name: QUALITY QUICK PRINT 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	
	PC-18949	INV	4/7/2024	4/7/2024	\$214.00	100 LEGACY SQUARE BROCH			\$214.00			
	PC-19158	INV	4/12/2024	4/12/2024	\$40.00	250 BUSINESS CARDS-M SELL			\$40.00			
	PC-19240	INV	4/25/2024	4/25/2024	\$59.00	500 BUSINESS CARDS-C CLA1		\$59.00				
	PC-19580	INV	5/14/2024	5/14/2024	\$234.00	POSTERS/LEGACY SQ FLYER		\$234.00				

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Voucher(s): 4	Aged Totals:	Due				
		\$547.00	\$293.00	\$254.00	\$0.00	\$0.00

Vendor ID: 471	Name: QUEEN CITY UPHOLSTERY 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
	0012669	INV	5/6/2024	5/6/2024	\$150.00	WORK DONE ON BUCKET SE/		\$150.00			

Voucher(s): 1	Aged Totals:	Due				
		\$150.00	\$150.00	\$0.00	\$0.00	\$0.00

Vendor ID: 2433	Name: RADISSON HOTEL BISMARCK	Class ID:	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
	542719	INV	4/29/2024	4/29/2024	\$199.60	GUEST SERVICES		\$199.60			
	542722	INV	4/29/2024	4/29/2024	\$199.60	GUEST SERVICES		\$199.60			
	542727	INV	4/29/2024	4/29/2024	\$199.60	GUEST SERVICES		\$199.60			
	542729	INV	4/29/2024	4/29/2024	\$199.60	GUEST SERVICES		\$199.60			
	543371	INV	5/6/2024	5/6/2024	\$199.60	GUEST SERVICES		\$199.60			
	543372	INV	5/6/2024	5/6/2024	\$218.86	GUEST SERVICES		\$218.86			
	543373	INV	5/6/2024	5/6/2024	\$199.60	GUEST SERVICES		\$199.60			
	543374	INV	5/6/2024	5/6/2024	\$199.60	GUEST SERVICES		\$199.60			

Voucher(s): 8	Aged Totals:	Due				
		\$1,616.06	\$1,616.06	\$0.00	\$0.00	\$0.00

Vendor ID: 5915	Name: RED ROCK FORD OF DICKINSON	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
	660885/1	INV	4/30/2024	4/30/2024	\$229.20	WORK DONE ON 2024 FORD \		\$229.20			

Voucher(s): 1	Aged Totals:	Due				
		\$229.20	\$229.20	\$0.00	\$0.00	\$0.00

Vendor ID: 6434	Name: REINER DILLON	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
	DR 050924	INV	5/9/2024	5/9/2024	\$107.00	EMPLOYEE EXP-DILLON REIN		\$107.00			

Voucher(s): 1	Aged Totals:	Due				
		\$107.00	\$107.00	\$0.00	\$0.00	\$0.00

Vendor ID: 1208	Name: RICHARDTON SENIOR CITIZENS CLUB	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
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$2,000.00	2024 SENIOR CITIZEN GRANT		\$2,000.00			

Voucher(s): 1	Aged Totals:	Due				
		\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00

Vendor ID: 9635	Name: ROBERTS, WINTON	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.

WR 050224	INV	5/2/2024	5/2/2024	\$133.13	MILEAGE FOR APRIL 2024	\$133.13
-----------	-----	----------	----------	----------	------------------------	----------

Voucher(s): 1	Aged Totals:	<u>Due</u>	\$133.13	\$133.13	\$0.00	\$0.00	\$0.00
---------------	---------------------	------------	----------	----------	--------	--------	--------

Vendor ID: 9530	Name: ROSS, SEAN	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
	SR 050924	INV	5/9/2024	5/9/2024	\$107.00	EMPLOYEE EXP-SEAN ROSS		\$107.00			

Voucher(s): 1	Aged Totals:	<u>Due</u>	\$107.00	\$107.00	\$0.00	\$0.00	\$0.00
---------------	---------------------	------------	----------	----------	--------	--------	--------

Vendor ID: 609	Name: ROUGHRIDER ELECTRIC COOPERATIVE	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
	103699000	INV	5/1/2024	5/1/2024	\$77.00	WEST 94 LIGHTS		\$77.00			
	103699001	INV	5/1/2024	5/1/2024	\$861.00	10 EAST PUMP STN		\$861.00			
	103699002	INV	5/1/2024	5/1/2024	\$32.00	ST PAT'S CEMETARY		\$32.00			
	103699003	INV	5/1/2024	5/1/2024	\$666.00	150W SODIUM LT		\$666.00			
	103699004	INV	5/1/2024	5/1/2024	\$760.00	250W SODIUM LT		\$760.00			
	103699005	INV	5/1/2024	5/1/2024	\$175.00	NORTH TOWER		\$175.00			
	103699007	INV	5/1/2024	5/1/2024	\$119.00	HWY 22 ST LITE		\$119.00			
	103699015	INV	5/1/2024	5/1/2024	\$75.00	LAGOON PUMP CELL #4		\$75.00			
	103699017	INV	5/1/2024	5/1/2024	\$111.00	LIFT STN #16		\$111.00			
	103699018	INV	5/1/2024	5/1/2024	\$106.00	LIFT STN #17		\$106.00			
	103699020	INV	5/1/2024	5/1/2024	\$36.00	E 94 LIGHTS		\$36.00			
	103699029	INV	5/1/2024	5/1/2024	\$200.00	NEW LANDFILL		\$200.00			
	103699030	INV	5/1/2024	5/1/2024	\$947.00	LIFT STN #14		\$947.00			
	103699031	INV	5/1/2024	5/1/2024	\$49.00	FLASHING BECN HWY 22		\$49.00			
	103699032	INV	5/1/2024	5/1/2024	\$592.00	MAUSOLEUM		\$592.00			
	103699035	INV	5/1/2024	5/1/2024	\$4,897.00	BALER BLDG		\$4,897.00			
	103699036	INV	5/1/2024	5/1/2024	\$30.00	CEMETARY		\$30.00			
	103699038	INV	5/1/2024	5/1/2024	\$19.00	DICKINSON PLC ST LITE		\$19.00			
	103699039	INV	5/1/2024	5/1/2024	\$61.00	WALMART TRFC CTRL DV		\$61.00			
	103699040	INV	5/1/2024	5/1/2024	\$93.00	STATE AVE WATER PUMP		\$93.00			
	103699044	INV	5/1/2024	5/1/2024	\$30.00	TRAFFIC LTS-HWY 22 & 34TH		\$30.00			
	103699045	INV	5/1/2024	5/1/2024	\$78.00	ND 22 & 34TH ST SW		\$78.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

Item ID	Type	Start Date	End Date	Amount	Description	Balance
103699046	INV	5/1/2024	5/1/2024	\$369.00	CITY ANIMAL SHELTER	\$369.00
103699047	INV	5/1/2024	5/1/2024	\$3,778.00	PUBLIC WORKS BLDG	\$3,778.00
103699048	INV	5/1/2024	5/1/2024	\$104.00	FRENCH DRAIN LFT STN-LAGI	\$104.00
103699049	INV	5/1/2024	5/1/2024	\$262.00	STLT CIRCUIT	\$262.00
103699050	INV	5/1/2024	5/1/2024	\$116.52	BYPASS LIGHTS	\$116.52
103699051	INV	5/1/2024	5/1/2024	\$133.74	BYPASS LIGHTS	\$133.74
103699052	INV	5/1/2024	5/1/2024	\$168.35	BYPASS LIGHTS	\$168.35
103699053	INV	5/1/2024	5/1/2024	\$272.51	BYPASS LIGHTS	\$272.51
103699055	INV	5/1/2024	5/1/2024	\$124.00	ST LT SERVICE	\$124.00
103699056	INV	5/1/2024	5/1/2024	\$2,059.00	HWY 10 PUMP STN	\$2,059.00
103699057	INV	5/1/2024	5/1/2024	\$492.17	NORTHWEST TOWER	\$492.17
103699058	INV	5/1/2024	5/1/2024	\$151.00	15TH ST & 30TH AVE W	\$151.00
103699059	INV	5/1/2024	5/1/2024	\$36.13	BRAUN SUB DIVISION LIGHTS	\$36.13
103699060	INV	5/1/2024	5/1/2024	\$4,815.16	PUBLIC SAFETY CENTER	\$4,815.16
103699061	INV	5/1/2024	5/1/2024	\$135.00	LIGHTS STATES & 21ST ST	\$135.00
103699062	INV	5/1/2024	5/1/2024	\$141.00	40TH ST LIGHTS	\$141.00
103699063	INV	5/1/2024	5/1/2024	\$33.00	LIGHTS EAST OF DPSB	\$33.00
103699064	INV	5/1/2024	5/1/2024	\$146.00	LIGHTS STATES ST & WAHL	\$146.00
103699065	INV	5/1/2024	5/1/2024	\$852.00	STATE BOOSTER PUMP STAT	\$852.00
103699067	INV	5/1/2024	5/1/2024	\$174.23	STREET LIGHTS IN WESTRIDC	\$174.23
103699068	INV	5/1/2024	5/1/2024	\$111.00	STEPHANIE DR & WAHL ST	\$111.00
103699069	INV	5/1/2024	5/1/2024	\$99.00	STREET LIGHTS 12TH AVE W	\$99.00
103699070	INV	5/1/2024	5/1/2024	\$90.00	STREET LIGHTS 11TH AVE W	\$90.00
103699071	INV	5/1/2024	5/1/2024	\$99.00	ST LIGHTS CALVIN DR & KOCI	\$99.00
103699072	INV	5/1/2024	5/1/2024	\$38.57	ALERT SIREN	\$38.57
103699073	INV	5/1/2024	5/1/2024	\$39.32	5TH AVE EAST STREET LIGHT	\$39.32
103699074	INV	5/1/2024	5/1/2024	\$42.85	ST LIGHTS SIMS AND 24TH ST	\$42.85
103699075	INV	5/1/2024	5/1/2024	\$38.99	4TH AVE E & 21ST ST E	\$38.99
103699076	INV	5/1/2024	5/1/2024	\$207.26	PHASE 3 LANDFILL	\$207.26
103699078	INV	5/1/2024	5/1/2024	\$72.17	ST LIGHTS 4TH AVE AND 26TH	\$72.17

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

105963000	INV	5/1/2024	5/1/2024	\$324.00	NRIDGE ST LITE	\$324.00
105963001	INV	5/1/2024	5/1/2024	\$32.00	SEWER VAULT HYW 10 116TH	\$32.00
105963002	INV	5/1/2024	5/1/2024	\$51.59	4TH AVE EAST & 37TH ST EAST	\$51.59
105963003	INV	5/1/2024	5/1/2024	\$35.88	STREET LIGHTS 10TH AVE SW	\$35.88
105963004	INV	5/1/2024	5/1/2024	\$49.49	STREET LIGHTS PRAIRIE OAK	\$49.49
105963005	INV	5/1/2024	5/1/2024	\$31.51	STREET LIGHTS 23RD ST SW	\$31.51
105963006	INV	5/1/2024	5/1/2024	\$30.00	HWY 10 & 116TH AVE SW	\$30.00
105963007	INV	5/1/2024	5/1/2024	\$103.16	2494 I-94 BUSINESS LOOP E	\$103.16
105963008	INV	5/1/2024	5/1/2024	\$177.34	2495 I-94 BUSINESS LOOP E	\$177.34

Voucher(s): 61		Due			
	Aged Totals:	\$26,049.94	\$26,049.94	\$0.00	\$0.00

Vendor ID: 496 **Name:** ROUGHRIDER SPEED CENTER **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
	91276	INV	4/30/2024	4/30/2024	\$454.98	WEATHERTEC		\$454.98			

Voucher(s): 1		Due			
	Aged Totals:	\$454.98	\$454.98	\$0.00	\$0.00

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
	7931389	INV	4/29/2024	4/29/2024	\$10.99	POWDER SOLVENT NO 9		\$10.99			
	7934953	INV	5/2/2024	5/2/2024	\$52.97	PLIERS, BOLT CUTTER, END C		\$52.97			
	7935142	INV	5/3/2024	5/3/2024	\$84.96	TILE MARKERS, QUIKBINDER+		\$84.96			
	7938933	INV	5/6/2024	5/6/2024	\$95.58	COUPLINGS, NIPPLES		\$95.58			
	7940709	INV	5/8/2024	5/8/2024	\$91.21	RATCHET STRAP, NUTS, WHE		\$91.21			
	7941297	INV	5/9/2024	5/9/2024	\$29.97	MAGNETS 48PC RARE EARTH		\$29.97			
	7943309	INV	5/10/2024	5/10/2024	\$119.99	BATTERY 20V		\$119.99			
	7947075	INV	5/13/2024	5/13/2024	\$95.75	FOOTBALL C CLIPS, GLOVES		\$95.75			

Voucher(s): 8		Due			
	Aged Totals:	\$581.42	\$581.42	\$0.00	\$0.00

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
	774121	INV	4/30/2024	4/30/2024	\$4,407.00	DRUG COLLECTIONS, DOT		\$4,407.00			

Voucher(s): 1		Due			
	Aged Totals:	\$4,407.00	\$4,407.00	\$0.00	\$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Vendor ID: 6349		Name: SCHLABSZ DOROTHY					Class ID:		FED TAX CLAS: OPEB HE		
Voucher/						Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	HEALTH INS PREM	INV	5/14/2024	5/14/2024	\$256.45	OPEB HLTH BENEFIT	\$256.45				

Voucher(s): 1		Aged Totals:					Due					
								\$256.45	\$256.45	\$0.00	\$0.00	\$0.00

Vendor ID: 916		Name: SCHMIDT TRANSMISSION LLC					Class ID: 1099		FED TAX CLAS: LLC		
Voucher/						Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	14676	INV	4/30/2024	4/30/2024	\$326.94	WORK DONE ON UNIT S-75	\$326.94				

Voucher(s): 1		Aged Totals:					Due					
								\$326.94	\$326.94	\$0.00	\$0.00	\$0.00

Vendor ID: 4240		Name: SENIOR CITIZENS ACTIVITY CLUB					Class ID:		FED TAX CLAS:		
Voucher/						Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$1,700.00	2024 SENIOR CITIZEN GRANT	\$1,700.00				

Voucher(s): 1		Aged Totals:					Due					
								\$1,700.00	\$1,700.00	\$0.00	\$0.00	\$0.00

Vendor ID: 517		Name: SERVICE PRINTERS					Class ID:		FED TAX CLAS:		
Voucher/						Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	69938	INV	4/30/2024	4/30/2024	\$781.40	500 PARKING VIOLATION TICK	\$781.40				

Voucher(s): 1		Aged Totals:					Due					
								\$781.40	\$781.40	\$0.00	\$0.00	\$0.00

Vendor ID: 9528		Name: SIGN SOLUTIONS					Class ID:		FED TAX CLAS: LLC-S		
Voucher/						Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	411425	INV	4/30/2024	4/30/2024	\$1,593.24	TELESPAR, CUTTING CHG	\$1,593.24				

Voucher(s): 1		Aged Totals:					Due					
								\$1,593.24	\$1,593.24	\$0.00	\$0.00	\$0.00

Vendor ID: 1532		Name: SOD BUSTER CLUB INC					Class ID:		FED TAX CLAS:		
Voucher/						Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$1,500.00	2024 SENIOR CITIZEN GRANT	\$1,500.00				

Voucher(s): 1		Aged Totals:					Due					
								\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00

Vendor ID: 1209		Name: SOUTH HEART SENIOR CITIZENS					Class ID:		FED TAX CLAS:		
Voucher/						Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$6,000.00	2024 SENIOR CITIZEN GRANT	\$6,000.00				

Voucher(s): 1		Aged Totals:					Due					
								\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00

Vendor ID: 2580		Name: SOUTHWEST GRAIN(BULK)					Class ID:		FED TAX CLAS:		
Voucher/						Writeoff					
Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	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.

SX5-IE5076	INV	4/12/2024	4/12/2024	\$1,316.99	400.30 RUBY FIELDMASTER		\$1,316.99
SX5-IE5144	INV	4/24/2024	4/24/2024	\$2,191.80	666.2 GAL RUBY FIELDMASTE	\$2,191.80	
SC1 IH4508	INV	4/29/2024	4/29/2024	\$213.88	#3 ROADSIDE MIX, LAWN MIX	\$213.88	
SX9 IJ1260	INV	4/29/2024	4/29/2024	\$1,550.00	32-10-10 50LBS	\$1,550.00	
SX5-IE5242	INV	5/3/2024	5/3/2024	\$1,421.94	432.2 GAL RUDY FIELDMASTE	\$1,421.94	

Voucher(s): 5	Aged Totals:	Due	\$6,694.61	\$5,377.62	\$1,316.99	\$0.00	\$0.00
----------------------	---------------------	------------	-------------------	-------------------	-------------------	---------------	---------------

Vendor ID: 1041 **Name:** SOUTHWEST WATER AUTHORITY **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
	00608.00 043024	INV	4/30/2024	4/30/2024	\$144.70	MONTHLY CONSUMPTION		\$144.70			
	04578.00 043024	INV	4/30/2024	4/30/2024	\$6.47	MONTHLY CONSUMPTION		\$6.47			
	04923.00 043024	INV	4/30/2024	4/30/2024	\$76.99	MONTHLY CONSUMPTION		\$76.99			
	INV13778	INV	4/30/2024	4/30/2024	\$28,991.36	201601 NORTH ANNEX		\$28,991.36			
	INV13788	INV	4/30/2024	4/30/2024	\$17,734.16	201601 NORTH ANNEX		\$17,734.16			
	INV13791	INV	4/30/2024	4/30/2024	\$512.82	ELECTRICAL COSTS FOR MAF		\$512.82			

Voucher(s): 6	Aged Totals:	Due	\$47,466.50	\$47,466.50	\$0.00	\$0.00	\$0.00
----------------------	---------------------	------------	--------------------	--------------------	---------------	---------------	---------------

Vendor ID: 5631 **Name:** SPEE DEE DELIVERY SERVICE, 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
	1009824	INV	4/13/2024	4/13/2024	\$60.99	STANDARD SHIPMENTS			\$60.99		
	1012136	INV	4/20/2024	4/20/2024	\$47.76	STANDARD SHIPMENTS		\$47.76			
	1014857	INV	4/27/2024	4/27/2024	\$47.76	STANDARD SHIPMENTS		\$47.76			

Voucher(s): 3	Aged Totals:	Due	\$156.51	\$95.52	\$60.99	\$0.00	\$0.00
----------------------	---------------------	------------	-----------------	----------------	----------------	---------------	---------------

Vendor ID: 4081 **Name:** SRF CONSULTING GROUP 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
	17220.01-1	INV	4/30/2024	4/30/2024	\$3,730.20	202418 9TH ST W & 5TH AVE V		\$3,730.20			
	17220.02-2	INV	4/30/2024	4/30/2024	\$9,096.28	202415 10TH AV E E-MUSEUM		\$9,096.28			

Voucher(s): 2	Aged Totals:	Due	\$12,826.48	\$12,826.48	\$0.00	\$0.00	\$0.00
----------------------	---------------------	------------	--------------------	--------------------	---------------	---------------	---------------

Vendor ID: 543 **Name:** STEFFAN'S SAW & BIKE **Class ID:** 1099 **FED TAX CLAS:** SOLE PROP

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
	12570	INV	5/10/2024	5/10/2024	\$419.99	SHA56		\$419.99			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Voucher(s): 1						Aged Totals:	Due				
							\$419.99	\$419.99	\$0.00	\$0.00	\$0.00

Vendor ID: 1206 **Name:** SUNSET SENIOR CENTER **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
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$5,000.00	2024 SENIOR CITIZEN GRANT		\$5,000.00			

Voucher(s): 1						Aged Totals:	Due				
							\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00

Vendor ID: 3048 **Name:** SURE SIGN, ROBINSON, KURT **Class ID:** 1099 **FED TAX CLAS:** SOLE PROP

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
	16004	INV	5/8/2024	5/8/2024	\$380.00	LETTER POLICE CAR #36		\$380.00			

Voucher(s): 1						Aged Totals:	Due				
							\$380.00	\$380.00	\$0.00	\$0.00	\$0.00

Vendor ID: 537 **Name:** SW DISTRICT HEALTH UNIT/ MEDICAL **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
	1726	INV	5/7/2024	5/7/2024	\$176.00	IMMUNIZATION ADMIN, HEP A		\$176.00			

Voucher(s): 1						Aged Totals:	Due				
							\$176.00	\$176.00	\$0.00	\$0.00	\$0.00

Vendor ID: 551 **Name:** SWANSTON EQUIPMENT **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
	G06222	INV	4/30/2024	4/30/2024	\$8,400.00	6 TOTES CRS2 EMULSION		\$8,400.00			
	P01395	INV	5/1/2024	5/1/2024	\$542.40	10X32 COMBO CON WHS		\$542.40			

Voucher(s): 2						Aged Totals:	Due				
							\$8,942.40	\$8,942.40	\$0.00	\$0.00	\$0.00

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
	043024	INV	4/30/2024	4/30/2024	\$7,662.63	PRISONER HOUSING 04-30-24		\$7,662.63			

Voucher(s): 1						Aged Totals:	Due				
							\$7,662.63	\$7,662.63	\$0.00	\$0.00	\$0.00

Vendor ID: 1207 **Name:** TAYLOR SENIOR CITIZENS CENTER **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
	2024 SR CITIZEN GR/	INV	5/13/2024	5/13/2024	\$4,000.00	2024 SENIOR CITIZEN GRANT		\$4,000.00			

Voucher(s): 1						Aged Totals:	Due				
							\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00

Vendor ID: 4870 **Name:** THIELEN, TRAVIS **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
	TT 050124	INV	5/1/2024	5/1/2024	\$107.00	EMPLOYEE EXP-TRAVIS THIE		\$107.00			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson

Section 2. Item B.

Voucher(s): 1	Aged Totals:	Due								
		\$107.00	\$107.00	\$0.00	\$0.00	\$0.00				

Vendor ID: 3978	Name: TOTAL SAFETY US INC	Class ID:	FED TAX CLAS:								
Voucher/	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Payment No.							Amount				
	7007938-0001	INV	5/2/2024	5/2/2024	\$102.00	1ST AID KIT, DECAL, EXT, ABC		\$102.00			
	7011123-0001	INV	5/8/2024	5/8/2024	\$186.00	GLASSES, NEMESIS, SMOKE I		\$186.00			

Voucher(s): 2	Aged Totals:	Due								
		\$288.00	\$288.00	\$0.00	\$0.00	\$0.00				

Vendor ID: 4740	Name: TRAVELERS	Class ID:	FED TAX CLAS:								
Voucher/	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Payment No.							Amount				
	5372J2202 042924	INV	4/29/2024	4/29/2024	\$5,898.00	INSURANCE-COLLECTIONS-P.		\$5,898.00			

Voucher(s): 1	Aged Totals:	Due								
		\$5,898.00	\$5,898.00	\$0.00	\$0.00	\$0.00				

Vendor ID: 9806	Name: TYLER TECHNOLOGIES, INC	Class ID:	FED TAX CLAS: C CORP								
Voucher/	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Payment No.							Amount				
	020-151661	INV	4/30/2024	4/30/2024	\$81.47	PYMT PROCESSING SERVICE		\$81.47			

Voucher(s): 1	Aged Totals:	Due								
		\$81.47	\$81.47	\$0.00	\$0.00	\$0.00				

Vendor ID: 3532	Name: USABBLUEBOOK	Class ID:	FED TAX CLAS: C CORP								
Voucher/	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Payment No.							Amount				
	INV00361849	INV	5/9/2024	5/9/2024	\$2,474.85	SUMBERS CAGED LEVEL TRA		\$2,474.85			

Voucher(s): 1	Aged Totals:	Due								
		\$2,474.85	\$2,474.85	\$0.00	\$0.00	\$0.00				

Vendor ID: 1914	Name: VANGUARD	Class ID:	FED TAX CLAS:								
Voucher/	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Payment No.							Amount				
	21078	INV	1/16/2024	1/16/2024	\$887.50	NETWORK ADDITIONAL LICEN					\$887.50

Voucher(s): 1	Aged Totals:	Due								
		\$887.50	\$0.00	\$0.00	\$0.00	\$887.50				

Vendor ID: 2105	Name: VANGUARD APPRAISALS INC	Class ID:	FED TAX CLAS:								
Voucher/	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Payment No.							Amount				
	BILLING -MAY 2024	INV	4/27/2024	4/27/2024	\$6,240.00	SPECIAL APPRAISAL SERVICE		\$6,240.00			

Voucher(s): 1	Aged Totals:	Due								
		\$6,240.00	\$6,240.00	\$0.00	\$0.00	\$0.00				

Vendor ID: 127	Name: VERIZON WIRELESS	Class ID:	FED TAX CLAS:								
Voucher/	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
Payment No.							Amount				
	586846039-00001	INV	5/15/2024	5/15/2024	\$5,844.73	MONTHLY PHONE BILLING		\$5,844.73			

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Voucher(s): 1						Aged Totals:		Due				
						\$5,844.73	\$5,844.73	\$0.00	\$0.00	\$0.00		

Vendor ID: 4418	Name: VESTIS	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
	2550314556	INV	4/24/2024	4/24/2024	\$78.96	UNIFORM CLEANING		\$78.96			
	2550317607	INV	5/1/2024	5/1/2024	\$78.96	UNIFORM CLEANING		\$78.96			
	2550317609	INV	5/1/2024	5/1/2024	\$40.12	MATS		\$40.12			
	2550320501	INV	5/8/2024	5/8/2024	\$27.15	MATS		\$27.15			
	2550320539	INV	5/8/2024	5/8/2024	\$50.85	MATS		\$50.85			
	2550320563	INV	5/8/2024	5/8/2024	\$34.23	MATS		\$34.23			
	2550320587	INV	5/8/2024	5/8/2024	\$54.21	MATS		\$54.21			
	2550320590	INV	5/8/2024	5/8/2024	\$40.12	MATS		\$40.12			
	2550321154	INV	5/9/2024	5/9/2024	\$64.91	MATS		\$64.91			
	2550321373	INV	5/9/2024	5/9/2024	\$23.21	MATS		\$23.21			

Voucher(s): 10						Aged Totals:		Due				
						\$492.72	\$492.72	\$0.00	\$0.00	\$0.00		

Vendor ID: 588	Name: VIKING GLASS OF ND 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
	109059	INV	4/15/2024	4/15/2024	\$595.90	REPLACE BOTTOM ROD ON D		\$595.90			
	23387	INV	5/1/2024	5/1/2024	\$225.59	RESCREENS		\$225.59			

Voucher(s): 2						Aged Totals:		Due				
						\$821.49	\$821.49	\$0.00	\$0.00	\$0.00		

Vendor ID: 9815	Name: WAGeworks, 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
	0424-TR116172	INV	4/1/2024	4/1/2024	\$128.40	COBRA/DIRECT BILL			\$128.40		

Voucher(s): 1						Aged Totals:		Due				
						\$128.40	\$0.00	\$128.40	\$0.00	\$0.00		

Vendor ID: 6364	Name: WALDO JACOB	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
	JW 050924	INV	5/9/2024	5/9/2024	\$107.00	EMPLOYEE EXP-JACOB WALL		\$107.00			

Voucher(s): 1						Aged Totals:		Due				
						\$107.00	\$107.00	\$0.00	\$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	INV	3/15/2024	3/15/2024	\$362.91	OPEB INSURANCE PREMIUM					\$362.91

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item B.

Voucher(s): 1	Aged Totals:	<u>Due</u>				
		\$362.91	\$0.00	\$0.00	\$362.91	\$0.00

Vendor ID: 607 **Name:** WEST DAKOTA OIL 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>
	344019	INV	4/18/2024	4/18/2024	\$2,341.78	602 #1 DYEXD DIESEL FUEL		\$2,341.78			
	344020	INV	4/18/2024	4/18/2024	\$933.60	240 #1 DYED DIESEL FUEL		\$933.60			
	344021	INV	4/18/2024	4/18/2024	\$420.12	108 #1 DYED DIESEL FUEL		\$420.12			
	344022	INV	4/18/2024	4/18/2024	\$1,205.90	310 #1 DYED DIESEL FUEL		\$1,205.90			
	344023	INV	4/18/2024	4/18/2024	\$1,633.80	420 #1 DYED DIESEL FUEL		\$1,633.80			
	344157	INV	4/25/2024	4/25/2024	\$1,089.20	280 #1 DYED DIESEL FUEL		\$1,089.20			
	344158	INV	4/25/2024	4/25/2024	\$1,400.40	360 #1 DYED DIESEL FUEL		\$1,400.40			
	37225	INV	5/6/2024	5/6/2024	\$230.00	20 BULE DEF 2.5 GAL JUGS		\$230.00			

Voucher(s): 8	Aged Totals:	<u>Due</u>				
		\$9,254.80	\$9,254.80	\$0.00	\$0.00	\$0.00

Vendor ID: 4299 **Name:** WESTLIE TRUCK CENTER OF DICKINSON **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>
	429258	INV	5/7/2024	5/7/2024	\$2,628.65	WORK DONE ON 2023 FREIGH		\$2,628.65			
	621468	INV	5/7/2024	5/7/2024	\$428.44	ELEMENT-AI		\$428.44			

Voucher(s): 2	Aged Totals:	<u>Due</u>				
		\$3,057.09	\$3,057.09	\$0.00	\$0.00	\$0.00

Vendor ID: 1595 **Name:** WHITE CAP, LP **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>
	50026378929	INV	4/24/2024	4/24/2024	\$1,321.99	NEW WAND ASSEMBY		\$1,321.99			

Voucher(s): 1	Aged Totals:	<u>Due</u>				
		\$1,321.99	\$1,321.99	\$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>
	469931	INV	5/1/2024	5/1/2024	\$1,764.25	MISC GLOVES FOR FIRE DEP		\$1,764.25			
	470755	INV	5/2/2024	5/2/2024	\$374.38	FLIR K2 LI ION BATTERY		\$374.38			

Voucher(s): 2	Aged Totals:	<u>Due</u>				
		\$2,138.63	\$2,138.63	\$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>
Vendor Totals:	160	\$1,448,728.20	\$1,356,219.94	\$54,567.68	\$32,469.74	\$5,489.84



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
 LINDA CARLSON
 38 1ST ST W
 DICKINSON ND 58601-510638

**0000000

Account ID
 Account Number
 Payment Due Date MAY 20, 2024
 Amount Due \$42,217.22
 Current Balance \$42,217.22

Amount Enclosed \$

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

Section 2. Item B.

800000188386IIII 004221722004221722

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
				\$33,389.46
Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-02	05-02		AUTO PAYMENT - THANK YOU!	\$33,389.46CR

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

For Customer Service Call: 1-800-892-7104 Outside the U.S., Call: 1-402-691-7800	Account ID		Account Summary	
	Account Number		Previous Balance	\$33,389.46
Send Billing Inquiries To: COMMERCE BANK PO BOX 414084 KANSAS CITY MO 64141	Statement Date	Payment Due Date	Purchases & Other Charges	\$42,631.20
	MAY 13, 2024	MAY 20, 2024	Cash Advances	\$0.00
	Credit Limit	Available Credit	Cash Advance Fees	\$0.00
	\$120,000.00	\$77,782.78	Late Charges	\$0.00
	Amount Due	Disputed Amount	Finance Charges	\$0.00
	\$42,217.22	\$0.00	Credits	\$413.98
		Payments	\$33,389.46	
		New Balance	\$42,217.22	

Statement Date	MAY 13, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	MAY 20, 2024
Cash Advance Balance	\$0.00	Amount Due	\$42,217.22
Available Credit	\$77,782.78	New Balance	\$42,217.22
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
DARNYL MALKOWSKI		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$126.44	\$0.00	\$0.00	\$126.44
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-08	05-07	24226384129091008046584	WAL-MART #1567 DICKINSON ND		119.15
05-10	05-08	24137464130100335915604	MENARDS DICKINSON ND DICKINSON ND		7.29

CARDHOLDER ACTIVITY					
FIRE DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$7,114.02	\$0.00	\$0.00	\$7,114.02
Post Date	Tran Date	Reference Number	Transaction Description		Amount
04-26	04-25	24013394116003403029850	ALABAMA FIRE COLLEGE AND 205-3913775 AL		1,415.00
04-29	04-26	24013394117003636017986	ALABAMA FIRE COLLEGE AND 205-3913775 AL		1,415.00
04-30	04-29	24055224120063651778261	KNOX COMPANY INC 623-687-2300 AZ		2,162.00
04-30	04-29	24226384121091007505588	WAL-MART #1567 DICKINSON ND		198.00
05-01	04-30	24692164121103818139498	NATIONAL REGISTRY EMT 614-888-4484 OH		104.00
05-03	05-02	24755424123291238731414	DONUT HOLE DICKINSON ND		34.41
05-10	05-09	24055234130962106519971	TRAVEL GUARD GROUP INC 877-934-8308 WI		85.14
05-10	05-09	24692164130101886129572	EXPEDIA 72826501031262 EXPEDIA.COM WA		390.57
05-13	05-09	24692164131102463196769	UNITED 0162387248267UNITED.COM TX		654.95
NM:HOERNER/JAREDCHARLES TKT:0162387248267 OARP:DIK SVC:Q DARP:DEN FR:QAA4AD DEP:09-22-24 OARP:DEN SVC:Q DARP:BHM FR:QAA4AD DEP:09-22-24 OARP:BHM SVC:LX DARP:DEN FR:LFA7AD DEP:09-22-24 OARP:DEN SVC:LO DARP:DIK FR:LFA7AD DEP:09-22-24 05-13 05-09 24692164131102463196777 UNITED 0162387248268UNITED.COM TX 654.95 NM:SCOTT/TYLERRYAN TKT:0162387248268 OARP:DIK SVC:Q DARP:DEN FR:QAA4AD DEP:09-22-24 OARP:DEN SVC:Q DARP:BHM FR:QAA4AD DEP:09-22-24 OARP:BHM SVC:LX DARP:DEN FR:LFA7AD DEP:09-22-24 OARP:DEN SVC:LO DARP:DIK FR:LFA7AD DEP:09-22-24					

CARDHOLDER ACTIVITY					
SHELLY NAMENIUK		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$141.98	\$0.00	\$0.00	\$141.98
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-02	04-30	24137464122100310243253	MENARDS DICKINSON ND DICKINSON ND		21.99



Statement Date	MAY 13, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	MAY 20, 2024
Cash Advance Balance	\$0.00	Amount Due	\$42,217.22
Available Credit	\$77,782.78	New Balance	\$42,217.22
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
SHELLY NAMENIUK		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$141.98	\$0.00	\$0.00	\$141.98
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-06	05-05	2401134412600057618868	CANVA* I04142-40160386 HTTPSCANVA.CODE	119.99	

CARDHOLDER ACTIVITY					
FINANCE DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$275.45	\$0.00	\$0.00	\$275.45
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-03	05-02	24492154124207733104501	PAYFLOW/PAYPAL PAYFLOW-SUPPONE	275.45	

CARDHOLDER ACTIVITY					
JADE PRAUS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$405.33	\$0.00	\$0.00	\$405.33
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-01	04-30	24055234121083219106415	WALMART.COM 800-925-6278 AR	45.00	
05-01	04-30	24055234121083219106415	WALMART.COM 800-925-6278 AR	147.94	
05-09	05-08	24055234129083165517351	WALMART.COM 800-925-6278 AR	201.40	
05-13	05-12	24692164133104502501171	APPLE.COM/BILL 866-712-7753 CA	10.99	

CARDHOLDER ACTIVITY					
RENEE NEWTON		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$88.90	\$0.00	\$0.00	\$88.90
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-07	05-06	24011344127000069202163	5280 MAG WWW.5280.COM CO	19.95	
05-07	05-06	24492164127000038300734	PRCA-PROPERTIES-PSN HTTPWWW.PRORCA	45.00	
05-08	05-07	24013394128001440210794	MSP COMMUNICATIONS 612-3397571 MN	23.95	

Statement Date	MAY 13, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	MAY 20, 2024
Cash Advance Balance	\$0.00	Amount Due	\$42,217.22
Available Credit	\$77,782.78	New Balance	\$42,217.22
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
POLICE DEPARTMENT TRAVEL		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$66.48	\$0.00	\$0.00	\$66.48
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
04-26	04-25	24003224117752012462544	EXXON RED CARPET WEST FARWEST FARGO ND	66.48	

CARDHOLDER ACTIVITY					
JOSEPH CIANNI		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$660.85	\$0.00	\$0.00	\$660.85
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-06	05-03	24692164124106542899193	AMZN Mktp US*3619A1573 Amzn.com/billWA	56.48	
05-08	05-06	24137464128100245767867	MENARDS DICKINSON ND DICKINSON ND	604.37	

CARDHOLDER ACTIVITY					
POLICE DEPT TRAVEL 2		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$173.77	\$0.00	\$0.00	\$173.77
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
04-26	04-25	24226384117091005650903	WAL-MART #1567 DICKINSON ND	47.86	
04-29	04-26	24427334117730270006612	CASH WISE #3044 DICKINSON ND	125.91	

CARDHOLDER ACTIVITY					
MICHAEL HANEL		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$33.99	\$0.00	\$0.00	\$33.99
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-06	05-04	24011344125000030911852	BUZZSPROUT* INVOICE 62 WWW.BUZZSPROUFL	12.00	
05-10	05-09	24692164130101805706252	AMZN Mktp US*KX9E97O13 Amzn.com/billWA	21.99	



Statement Date	MAY 13, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	MAY 20, 2024
Cash Advance Balance	\$0.00	Amount Due	\$42,217.22
Available Credit	\$77,782.78	New Balance	\$42,217.22
CITY OF DICKINSON			
Account ID			
8000-0018-8386			

CARDHOLDER ACTIVITY					
ANIMAL SHELTER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$42.20	\$0.00	\$0.00	\$42.20
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-08	05-07	24445004129400216466055	WM SUPERCENTER #1567 DICKINSON ND	42.20	

CARDHOLDER ACTIVITY					
GREG BECK		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$620.98	\$0.00	\$0.00	\$620.98
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-03	05-02	24692164123105737196705	AMZN Mktp US*J48FM69Z3 Amzn.com/billWA	461.99	
05-03	05-02	24692164123105763414337	AMZN Mktp US*CQ0BQ5DM3 Amzn.com/billWA	158.99	

CARDHOLDER ACTIVITY					
MUSEUM		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$3,087.63	\$0.00	\$0.00	\$3,087.63
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-01	04-18	24755424121271218651164	AURORA WORLD 562-2051222 CA	207.51	
05-03	05-02	24492164123000033138323	LISA ANGEL FAIRE HTTPWWW.FAIRCA	63.67	
05-08	05-06	24896304128022190565345	GEO 513-3363100 OH	1,262.40	
05-09	05-08	24755424129291291556728	ATLAS SCREENPRINTING 352-3734975 FL	1,554.05	

CARDHOLDER ACTIVITY					
ROBERT FUHRMAN		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$1,394.86	\$0.00	\$0.00	\$1,394.86
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
04-30	04-29	24011344120000051890170	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC	19.00	
05-06	05-03	24801974125690407920771	AMERICAN ASSOCIATION FOR 615-320-3203 TN	226.00	
05-07	05-06	24231684127747002136394	CONSOLIDATED TELCOM 701-483-4000 ND	7.96	
05-07	05-07	24011344128000024758944	SHOPIFY* 230361286 HTTPSSHOPIFY.IL	89.00	
05-13	05-10	24692164131102717891892	Amazon.com*E13YB7VI3 Amzn.com/billWA	93.90	
05-13	05-10	24692164132102868449432	AMZN Mktp US*BZ0NA7523 Amzn.com/billWA	959.00	

Statement Date	MAY 13, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	MAY 20, 2024
Cash Advance Balance	\$0.00	Amount Due	\$42,217.22
Available Credit	\$77,782.78	New Balance	\$42,217.22
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
AARON PRAUS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$183.96	\$0.00	\$0.00	\$183.96
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-08	05-07	24692164128100070276672	AMZN Mktp US*PD4Q831P3 Amzn.com/billWA	39.99	
05-09	05-08	24011344129000045561706	CDL SCHOOL ONLINE WWW.CDLSCHOOLVA	89.00	
05-10	05-09	24692164130101620466470	AMZN Mktp US*M880Q1U93 Amzn.com/billWA	54.97	

CARDHOLDER ACTIVITY					
PURCHASING DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$3,001.49	\$0.00	\$0.00	\$3,001.49
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
04-29	04-26	24692164117100469894070	AMZN Mktp US*8H63M7TZ3 Amzn.com/billWA	289.57	
04-29	04-26	24692164117100710397279	AMZN Mktp US*XN55D8G33 Amzn.com/billWA	28.50	
04-29	04-26	24692164117100766191162	AMZN Mktp US*QF2M17BJ3 Amzn.com/billWA	89.98	
04-29	04-26	24692164117100797825093	AMZN Mktp US*UR0VQ5X83 Amzn.com/billWA	42.14	
04-29	04-26	24108384118400760000091	SHOPLET.COM clover.com FL	254.64	
04-29	04-27	24692164118100997246776	AMZN Mktp US*YM69Y0T53 Amzn.com/billWA	25.26	
04-30	04-29	24692164120103050138985	AMZN Mktp US*GR5A20BT3 Amzn.com/billWA	170.76	
05-01	04-30	24692164121103973427506	Amazon.com*XZ47H2CY3 Amzn.com/billWA	33.71	
05-01	04-30	24692164121103974860002	Amazon.com*LO5DU7IS3 Amzn.com/billWA	50.54	
05-01	04-30	24692164121103977234080	AMZN Mktp US*A16NV0AV3 Amzn.com/billWA	9.92	
05-02	05-01	24692164122104992300350	AMZN Mktp US*WC1JY85H3 Amzn.com/billWA	11.98	
05-02	05-01	24692164122105025286110	AMZN Mktp US*Y83SH1B43 Amzn.com/billWA	13.06	
05-06	05-03	24692164124106665548999	AMZN Mktp US*OK0988NN3 Amzn.com/billWA	967.47	
05-06	05-03	24692164124106682688331	AMZN Mktp US*4X98L6LC3 Amzn.com/billWA	170.82	
05-07	05-06	24692164127109285577833	AMZN Mktp US*PN79Q0HB3 Amzn.com/billWA	246.09	
05-07	05-06	24692164127109362715769	Amazon.com*6C1FN28A3 Amzn.com/billWA	13.06	
05-08	05-07	24055234128083173201494	WALMART.COM 800-925-6278 AR	40.44	
05-09	05-08	24692164129100976620592	AMZN Mktp US*Y16NC4V33 Amzn.com/billWA	45.99	
05-13	05-08	24108384131400763000018	SHOPLET.COM clover.com FL	244.37	
05-10	05-09	24692164130101846422976	AMZN Mktp US*0C1X12CV3 Amzn.com/billWA	86.34	
05-13	05-10	24692164131102618716529	AMZN Mktp US*B366W8L83 Amzn.com/billWA	37.97	
05-13	05-10	24692164131102650772588	AMZN Mktp US*OR8B69DH3 Amzn.com/billWA	97.91	
05-13	05-10	24692164131102720790313	AMZN Mktp US*DR5Q67U43 Amzn.com/billWA	30.97	

Statement Date	MAY 13, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	MAY 20, 2024
Cash Advance Balance	\$0.00	Amount Due	\$42,217.22
Available Credit	\$77,782.78	New Balance	\$42,217.22
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
DUANE ZASTOUPIL		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$297.54	\$0.00	\$0.00	\$297.54
Post Date	Tran Date	Reference Number	Transaction Description		Amount
04-26	04-25	24692164116100028428288	LOVE'S #0849 OUTSIDE VALLEY CITY ND		95.48
04-29	04-25	24034544117003537213275	MARATHON PETRO257113 VALLEY CITY ND		47.06
05-09	05-08	24009584129300773166099	WEF MAIN 703-684-2400 VA		155.00

CARDHOLDER ACTIVITY					
MATT HANSON		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$32.41	\$0.00	\$0.00	\$32.41
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-08	05-07	24416064128900011199678	ROCKYOURGLOCK.COM LLC 303-3468417 CO		32.41

CARDHOLDER ACTIVITY					
PD TRAVEL 3		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$96.30	\$0.00	\$0.00	\$96.30
Post Date	Tran Date	Reference Number	Transaction Description		Amount
04-29	04-26	24755424118261185242324	HAMPTON INNS ABERDEEN SD		96.30
			CHECK IN DATE:04-25-24		
			CONFIRMATION #:266213		

CARDHOLDER ACTIVITY					
TRAVIS LEINTZ		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$2,046.75	\$0.00	\$0.00	\$2,046.75
Post Date	Tran Date	Reference Number	Transaction Description		Amount
04-29	04-26	24435654118200087400101	TRITECH FORENSICS 910-457-6600 NC		292.15
05-07	05-06	24492164127000032028612	PRI MANAGEMENT GROUP POLICERECORDSFL		558.00
05-07	05-06	24492154128027730714409	TLO TRANSUNION 561-988-4200 FL		351.60
05-09	05-08	24207854129179200848231	SHOOTING PERFORMANCE INST701-3305376 NV		650.00
05-13	05-10	24057814132000011579098	MID-STATES ORGANIZED CRIM417-8900874 MO		195.00



Statement Date	MAY 13, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	MAY 20, 2024
Cash Advance Balance	\$0.00	Amount Due	\$42,217.22
Available Credit	\$77,782.78	New Balance	\$42,217.22
CITY OF DICKINSON			
Account ID			
8000-0018-8386			

CARDHOLDER ACTIVITY					
CINDY THRONBURG		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$943.16	\$0.00	\$0.00	\$943.16
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-08	05-06	24325454128900012606245	DEMCO INC 800-9624463 WI	943.16	

CARDHOLDER ACTIVITY					
POLICE DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$696.55	\$0.00	\$57.84	\$638.71
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
04-26	04-25	74435654116762467037172	GALLS 8592667227 KY	57.84CR	
04-29	04-26	24435654117762437360369	GALLS 859-266-7227 KY	300.75	
04-29	04-26	24435654117762657486191	GALLS 859-266-7227 KY	226.31	
05-10	05-09	24692164130101791253673	AMZN Mktp US*6W06G7XR3 Amzn.com/billWA	129.49	
05-10	05-09	24692164130101892112596	IN *GUARDIAN ALLIANCE TEC415-6552240 CA	40.00	

CARDHOLDER ACTIVITY					
RACHEL SHUMAKER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$934.87	\$0.00	\$0.00	\$934.87
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-03	05-01	24198804123417925882495	SOLID WASTE ASSOCIA 8004679262 MD	793.00	
05-06	05-05	24011344126000038192835	AMAZON MAR* 112-137971 HTTPSAMAZON.CWA	126.42	
05-07	05-06	24692164127109126419807	AMZN Mktp US*3J5D30R23 Amzn.com/billWA	15.45	

CARDHOLDER ACTIVITY					
JOSH OLHEISER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$1,489.97	\$0.00	\$0.00	\$1,489.97
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
04-29	04-27	24692164118101673520740	IMI*INFORMATRADESHOW 877-770-1656 CO	1,173.75	
05-07	05-05	24275394127900015212842	DESERT CAB LAS VEGAS NV	33.09	
05-10	05-09	24055234131046977565617	CURB LV TAXI NELLIS QUEENS NY	33.09	
05-13	05-09	24755424131171310164686	RPS BISMARCK AIRPORT BISMARCK ND	46.00	



Statement Date	MAY 13, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	MAY 20, 2024
Cash Advance Balance	\$0.00	Amount Due	\$42,217.22
Available Credit	\$77,782.78	New Balance	\$42,217.22
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
JOSH OLHEISER					
		\$1,489.97	\$0.00	\$0.00	\$1,489.97
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-13	05-10	24055234132970483563296	WESTGATE LV RESORTCASINO LAS VEGAS NV NUMBER OF NIGHTS:05	204.04	
CHECK IN DATE:05-05-24 CONFIRMATION #:3393636					

CARDHOLDER ACTIVITY					
		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
DENVER FOWLER					
		\$1,397.60	\$0.00	\$0.00	\$1,397.60
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-01	04-30	24204294121001077236086	eBay O'22-11500-34948 408-3766151 CA	27.60	
05-10	05-09	24492164130000037177948	SP WALL TENT SHOP WWW.WALLTENTSID	950.00	
05-13	05-11	24198804133418254379531	PAYPAL *WESLEYGISAA 4029357733 CA	420.00	

CARDHOLDER ACTIVITY					
		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
SCOTT HIRNING					
		\$2,102.16	\$0.00	\$0.00	\$2,102.16
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
04-29	04-26	24692164118101440074922	UNITED 0164296104696UNITED.COM TX	40.00	
04-29	04-28	24492154119715540818649	UBER TRIP HELP.UBER.COMCA	40.96	
04-29	04-28	24492154119743542123925	UBER TRIP HELP.UBER.COMCA	5.00	
05-06	04-28	24793384124002011710023	Hampton Inn KC Financial Irving TX	934.49	
05-06	04-28	24793384124002011716020	Hampton Inn KC Financial Irving TX	934.48	
04-30	04-30	24492154121743912286282	UBER TRIP HELP.UBER.COMCA	10.42	
05-02	04-30	24692164122104806263901	UNITED 0164296981448UNITED.COM TX	40.00	
05-02	05-01	24492154122743133249001	UBER TRIP HELP.UBER.COMCA	57.81	
05-02	05-01	24022334122010074680223	DICKINSONTRRGAIROPORT DICKINSON ND	39.00	



Statement Date	MAY 13, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	MAY 20, 2024
Cash Advance Balance	\$0.00	Amount Due	\$42,217.22
Available Credit	\$77,782.78	New Balance	\$42,217.22
CITY OF DICKINSON			
Account ID			
8000-0018-8386			

CARDHOLDER ACTIVITY					
JOEL WALTERS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$2,721.00	\$0.00	\$0.00	\$2,721.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-01	04-30	24692164121104094238228	AMZN Mktp US*GB16S65E3 Amzn.com/billWA	2,699.80	
05-06	05-04	74377994125417636956054	OCE*WONDERSHARE.COM HONG KONG	20.99	
05-06	05-06	74377994125417636956054	INTERNATIONAL SERVICE FEE	0.21	

CARDHOLDER ACTIVITY					
ADRIAN KREBS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$544.50	\$0.00	\$0.00	\$544.50
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
04-29	04-25	24801974117726734438853	MUNICIPAY(M3)*SERVICE FE SCARBOROUGH ME	3.00	
04-29	04-25	24801974117726383438840	DICKINSON MOTOR VEHICLE DICKINSON ND	49.50	
04-30	04-29	24755424121641211309582	NORTH AMERICAN TRUCK SIOUX FALLS SD	492.00	

CARDHOLDER ACTIVITY					
CHRISTOPHER KIMMERLE		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$577.80	\$0.00	\$0.00	\$577.80
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
04-29	04-26	24692164118101486207576	HOMEWOOD SUITES BY HIL WEST FARGO ND	288.90	
			CHECK IN DATE:04-23-24 NUMBER OF NIGHTS:03		
05-13	05-09	24755424131171318407657	HOME 2 SUITES BISMARK 701-7513400 ND	288.90	
			CHECK IN DATE:05-06-24 CONFIRMATION #:00028137		

CARDHOLDER ACTIVITY					
AARON MEYER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$8,618.49	\$0.00	\$80.00	\$8,538.49
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
04-26	04-25	24692164116109670887154	AMZN Mktp US*WV8XU4YS3 Amzn.com/billWA	118.81	



Statement Date	MAY 13, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	MAY 20, 2024
Cash Advance Balance	\$0.00	Amount Due	\$42,217.22
Available Credit	\$77,782.78	New Balance	\$42,217.22
CITY OF DICKINSON			
Account ID			
8000-0018-8386			

CARDHOLDER ACTIVITY				
AARON MEYER				
	PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
	\$8,618.49	\$0.00	\$80.00	\$8,538.49
Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-26	04-25	24011344116000041214206	WWW.UI.COM WWW.UI.COM NY	2,275.00
04-26	04-25	24011344116000045029188	WWW.UI.COM WWW.UI.COM NY	612.00
04-26	04-25	24692164116109767359083	AMZN Mktp US*9S7JH7EO3 Amzn.com/billWA	274.99
04-29	04-26	24000774117000012650545	LISTARY WWW.LISTARY.CCA	19.95
04-29	04-26	24692164117100600392059	AMZN Mktp US*KC3FL1CD3 Amzn.com/billWA	115.05
04-29	04-26	24692164117100723987637	AMZN Mktp US*DN38G4ST3 Amzn.com/billWA	64.78
05-01	04-30	24011344121000048683042	WWW.UI.COM WWW.UI.COM NY	731.00
05-03	05-02	24399004123503825092493	BESTBUYCOM806934309416 888BESTBUY MN	799.00
05-03	05-02	24399004123503827059227	BESTBUYCOM806934403138 888BESTBUY MN	1,099.00
05-06	05-03	24011344124000057325946	WWW.UI.COM WWW.UI.COM NY	111.00
05-06	05-03	74116414124083004077968	NEWEGG MARKETPLACE CITY OF INDUSCA	80.00CR
05-06	05-05	24164074126105441277921	Staples Inc staples.com MA	352.47
05-08	05-07	24692164128109978102047	AMZN Mktp US*YI0Q27NS3 Amzn.com/billWA	1,036.91
05-08	05-08	24692164129100444858063	AMZN Mktp US*8U12J2M73 Amzn.com/billWA	448.90
05-09	05-09	24011344130000011689017	WASABI TECHNOLOGIES WWW.WASABI.COMA	322.94
05-13	05-10	24692164131102646095144	AMZN Mktp US*001TO9WM3 Amzn.com/billWA	47.69
05-13	05-10	24011344131000062886933	AMAZON RET* 112-022999 WWW.AMAZON.COWA	189.00

CARDHOLDER ACTIVITY				
MIKHAYLA BLISS				
	PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
	\$520.00	\$0.00	\$0.00	\$520.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount
04-30	04-29	24431064121000501000433	SWANK MOTION PICTURES IN https://WWW.SMO	520.00

CARDHOLDER ACTIVITY				
IAN ANGUIANO				
	PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
	\$1,639.33	\$0.00	\$0.00	\$1,639.33
Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-01	04-29	24692164121103936719239	UNITED 0162384512526UNITED.COM TX	737.00
<small>NM:ANGUIANO/IAN TKT:0162384512526 OARP:DIK SVC:V DARP:DEN FR:VFA00D DEP:06-27-24 OARP:DEN SVC:V DARP:SAN FR:VFA00D DEP:06-27-24 OARP:SAN SVC:VX DARP:DEN FR:VFA00D DEP:06-27-24 OARP:DEN SVC:VO DARP:DIK FR:VFA00D DEP:06-27-24</small>				



Statement Date	MAY 13, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	MAY 20, 2024
Cash Advance Balance	\$0.00	Amount Due	\$42,217.22
Available Credit	\$77,782.78	New Balance	\$42,217.22
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
IAN ANGUIANO		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$1,639.33	\$0.00	\$0.00	\$1,639.33
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-01	04-29	24326844121206734700458	AMER LIB ASSOC-CAREER 312-280-4237 IL	839.00	
05-10	05-09	24692164130101622873699	AMZN Mktp US*499GR86W3 Amzn.com/billWA	63.33	

CARDHOLDER ACTIVITY					
RITA BINSTOCK		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$536.04	\$0.00	\$276.14	\$259.90
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
04-29	04-25	24692164118101483593812	QDOBA 2906 DICKINSON ND	307.00	
05-03	05-03	74138294124084007623055	LANDS END BUS OUTFITTERS DODGEVILLE WI	134.75CR	
05-09	05-07	24011344129000047876904	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC	104.91CR	
05-09	05-07	24011344129000035109235	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC	36.48CR	
05-10	05-08	24455014130141002036800	WAL-MART #1567 DICKINSON ND	175.10	
05-13	05-09	24445004132001050109614	FAMILY FARE 3122 DICKINSON ND	23.94	
05-13	05-10	24692164131102838215583	NDRIN-ND LAND RECORDS 701-364-1280 ND	30.00	

CARDHOLDER ACTIVITY					
BRANDI AARON		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$18.40	\$0.00	\$0.00	\$18.40
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-13	05-10	24137464132001712536021	USPS PO 3724000905 DICKINSON ND	18.40	

Please Approve the following Manual Checks

CK#127386	REVOLVING FUNDS	\$100.00
CK#127387	TR MEDORA FOUNDATION	\$18,634.38
CK#127470	J'S FLOORING & SPECIALTIES	\$22,270.99
CK#127557	VESTIS	\$397.58
CK#127558	VLCM	\$8,691.00
CK#127559	PRAIRIE GRIT ADAPTIVE SPORTS	\$100.00
CB05202024	COMMERCE BANK CREDIT CARD	\$42,217.22

Dickinson Senior Citizen Center Grant Program			
2024 Grant Round			
210-4400-461-08-03			
		Amount	
		Requested	Award Amount
Organization	City	2024	2024
Prairie Senior Citizen Club	Amidon	\$ 2,500.00	\$ 2,500.00
Senior Citizens Activity Club	Belfield	\$ 1,610.03	\$ 1,700.00
Golden Valley Senior Center	Beach	no request	
Sod Buster's Club Inc.	Bowman	\$ 800.00	\$ 1,500.00
Sunset Senior Center	Dickinson	\$ 6,000.00	\$ 5,000.00
Dodge Senior Citizens	Dodge	\$ 5,000.00	\$ 5,000.00
Gladstone Senior Citizen	Gladstone	\$ 7,456.25	\$ 7,500.00
Halliday Senior Citizens Center	Halliday	\$ 1,500.00	\$ 1,800.00
Brick City Senior Citizens	Hebron	\$ 1,600.00	
Second Forty Club/Senior Citizens C	Hettinger	no request	\$ 2,000.00
Little Missouri Senior Center	Marmath	no request	
Cannonball Senior	Mott	\$ 5,000.00	\$ 3,000.00
New England Senior Citizens	New England	\$ 5,000.00	\$ 5,000.00
Prairie Pioneers	Reeder	\$ 11,000.00	\$ 11,000.00
Regent Senior Citizens	Regent	no request	
Rhame Pioneer Senior Citizens	Rhame	no request	
Richardton Senior Citizen	Richardton	\$ 850.00	\$ 2,000.00
Golden Miners Senior Citizens	Scranton	\$ 1,000.00	\$ 2,000.00
South Heart Senior Citizens	South Heart	See attached	\$ 6,000.00
Taylor Senior Citizen Center	Taylor	\$ 3,750.00	\$ 4,000.00
TOTALS		\$ 53,066.28	\$ 60,000.00

**DICKINSON SOUTHWEST REGION GRANT PROGRAM
210-4400-461-08-03**

			Amount Requested	Amount Awarded
Organization	City	Project	2024	2024
Beach City Park Board	Beach	Pool Covers	\$ 6,000.00	\$ 4,300.00
St. John's Ukrainian Catholic Church	Belfield	Vestments	\$ 3,000.00	\$ 3,000.00
Belfield Lutheran Church	Belfield	Fence and Tree removal	\$ 12,326.00	\$ 4,000.00
Belfield Theater and Performance Center	Belfield	Registers	\$ 1,598.00	\$ 1,600.00
Belfield Parks and Rec	Belfield	Baseball Field	\$ 30,000.00	\$ 5,000.00
Able Hettinger Home	Bowman	Home Furnishings	\$ 2,299.92	\$ 2,300.00
Women Empowering Women	Dickinson	Computer Coding Camp for Girls	\$ 2,500.00	\$ 2,500.00
Roughrider Area Career and Tech	Hettinger	Hands on Body Systems for CTE	\$ 2,500.00	\$ 2,500.00
Hettinger Park District	Hettinger	Table Bench ADA Park Update	\$ 7,000.00	\$ 5,000.00
Manning Cemetery	Manning	Flags	\$ 200.00	\$ 200.00
Dunn County Sheriff's Office	Manning	Finnegan K-9 Plush for Kids	\$ 5,625.00	\$ 1,000.00
Badlands Ministries	Medora	Portable Equipment	\$ 2,000.00	\$ 2,000.00
Billings County Newspaper	Medora	Building for newspaper	\$ 65,000.00	-
Medora Chamber of Commerce	Medora	Building for Chamber	\$ 75,000.00	-
City of Medora	Medora	Aquatic Center	\$ 263,000.00	\$ 10,000.00
Mott Gallery of History and Art	Mott	Roof	\$ 10,000.00	\$ 5,000.00
Mott Park District	Mott	Baseball Field	\$ 10,000.00	\$ 5,000.00
Mott Volunteer Fire Brigade	Mott	Front Door on Fire Hall	\$ 1,600.00	\$ 1,600.00
New Hradec Catholic Workerman Hall	New Hradec	Elevator Repair	\$ 5,000.00	\$ 5,000.00
TOTALS			504,648.92	60,000.00

|

|

|



Financial Report
 For the Period Ending
 April 30th, 2024

From: *Samantha Buzalsky, Accountant*

Budget Summary1
 State Tax/Intergovernmental Revenue by Month.....2
 Aged Report Summary6
 Utility Revenue Summary.....7

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

2024 Budget Recap

4/30/2024

	<u>2024</u> <u>Budget</u>	<u>2024</u> <u>Actual</u>	<u>Variance</u>	<u>% Expended</u>
<u>General Fund</u>	\$ 27,025,495	\$ 9,310,989	\$ 17,714,506	34.45%
<u>Special Revenue Funds</u>				
1% Sales Tax	\$ 10,884,500	\$ 3,001,811	\$ 7,882,689	27.58%
1/2% Sales Tax	\$ 5,225,000	\$ 2,527,083	\$ 2,697,917	48.37%
Legacy Square Fund	\$ 563,250	\$ 139,087	\$ 424,163	24.69%
Cemetery Fund	\$ 149,000	\$ 46,855	\$ 102,145	31.45%
Future Fund	\$ 300,000	\$ 120,836	\$ 179,164	40.28%
Oil Impact Fund	\$ 29,254,976	\$ 7,074,985	\$ 22,179,991	24.18%
Hospitality Tax	\$ 1,084,000	\$ 527,640	\$ 556,360	48.68%
Highway Tax	\$ 1,300,000	\$ 541,667	\$ 758,333	41.67%
Urban Forestry/Downtown Streetscape	\$ 50,000	\$ -	\$ 50,000	0.00%
Library	\$ 1,695,743	\$ 429,556	\$ 1,266,188	25.33%
Interest Revenue Fund	\$ 1,100,000	\$ 370,960	\$ 729,040	33.72%
<u>Debt Service Funds</u>				
WRCC Revenue Bond	\$ 1,435,000	\$ 17,740	\$ 1,417,260	1.24%
General Capital Lease Fund	\$ 400,000	\$ 142,076	\$ 257,924	35.52%
<u>Enterprise/Proprietary Funds</u>				
Water	\$ 7,956,317	\$ 2,343,422	\$ 5,612,895	29.45%
Sewer	\$ 9,575,755	\$ 1,739,592	\$ 7,836,163	18.17%
Solid Waste	\$ 5,892,753	\$ 1,733,735	\$ 4,159,018	29.42%
Storm Water	\$ 114,230	\$ 39,494	\$ 74,736	34.57%
Wastewater Plant	\$ 1,128,381	\$ 382,233	\$ 746,148	33.87%
Fleet (Internal Service)	\$ 1,270,831	\$ 293,486	\$ 977,345	23.09%
<u>Totals</u>	106,405,231	30,783,246	75,621,985	28.93%

Oil Impact Fund Revenue

4/30/2024	2018	2019	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
January	860,742	1,088,021	1,173,219	906,718	1,299,165	1,379,453	1,582,335	202,882
February	882,817	938,136	1,221,034	974,729	1,181,038	1,192,840	1,396,215	203,375
March	949,318	1,061,228	1,143,847	999,254	1,314,748	1,246,296	1,369,677	123,381
April	805,930	1,047,392	1,016,645	991,918	1,290,101	1,230,965	1,304,302	73,336
May	876,208	1,120,384	792,116	1,086,395	1,582,042	1,254,441		
June	1,099,144	1,212,734	622,710	1,071,391	1,321,182	1,223,107		
July	1,243,935	1,182,092	623,428	1,106,206	1,423,884	1,244,544		
August	1,198,710	1,112,773	739,585	1,119,185	1,648,644	1,202,366		
September	1,656,623	1,559,227	1,219,797	1,590,051	1,932,473	1,783,432		
October	1,263,925	1,191,095	907,805	1,174,502	1,498,774	1,509,862		
November	1,362,972	1,152,480	896,826	1,205,340	1,407,431	1,669,712		
December	1,356,298	1,168,313	890,316	1,291,108	1,403,773	1,628,239		
Totals	13,556,623	13,833,874	11,247,328	13,516,796	17,303,256	16,565,258	5,652,529	602,975

Hospitality Tax

4/30/2024

	2018	2019	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
January	62,202	81,122	82,427	69,011	69,822	80,993	88,784	7,791
February	92,503	80,320	84,166	49,803	87,549	81,937	99,849	17,912
March	65,519	71,329	63,859	60,667	67,154	77,037	93,600	16,564
April	50,319	59,212	78,972	70,912	67,428	75,191	72,256	(2,935)
May	84,613	92,634	63,745	72,352	52,278	78,429		
June	91,483	76,960	41,043	52,463	93,769	98,201		
July	65,073	70,675	82,172	96,721	84,616	82,918		
August	106,837	104,979	88,496	86,150	83,828	105,902		
September	99,110	91,084	77,004	110,621	116,475	132,380		
October	81,064	106,436	92,454	91,040	110,248	95,499		
November	108,769	99,662	76,605	72,803	68,209	135,220		
December	93,749	72,367	82,554	92,104	90,254	100,718		
Totals	1,001,241	1,006,781	913,497	924,646	991,630	1,144,425	354,489	39,331

Occupancy Tax

	2018	2019	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
January	14,504	23,827	23,209	19,645	22,427	25,873	24,170	(1,703)
February	25,752	19,796	22,931	14,115	20,959	22,081	25,243	3,162
March	12,234	20,971	11,847	9,806	14,433	16,097	22,895	6,797
April	14,283	24,396	22,041	14,038	18,074	20,706	15,177	(5,529)
May	24,654	23,073	19,237	16,205	17,314	27,617		
June	30,921	25,315	12,864	12,547	21,977	27,036		
July	19,871	37,101	12,496	26,474	26,169	26,015		
August	40,414	37,844	27,268	50,105	44,182	46,969		
September	48,211	44,207	28,500	43,337	49,032	80,411		
October	41,598	63,262	33,627	37,659	61,186	40,325		
November	50,014	47,438	29,306	52,810	41,071	69,271		
December	41,713	24,498	22,353	27,311	31,290	35,647		
Totals	364,167	391,727	265,679	324,053	368,116	438,047	87,485	2,728

City of Dickinson

4/30/2024	Occupancy Tax Total Collections (Paid to CVB)		Sales Tax Revenue Monthly Breakdown					
	Occupancy Tax		1% Sales Tax		1/2% Sales Tax		Hospitality Tax	
	2023	2024	2023	2024	2023	2024	2023	2024
January	22,427	88,784	479,035	490,171	239,517	245,085	69,822	735,256
February	20,959	99,849	675,922	900,175	337,961	450,088	87,549	1,350,263
March	14,433	93,600	433,558	466,764	216,779	233,382	67,154	700,146
April	18,074	72,256	419,590	327,069	209,795	163,534	67,428	490,603
May	17,314	-	428,195	-	214,097	-	52,278	-
June	21,977	-	583,886	-	291,943	-	93,769	-
July	26,169	-	581,266	-	290,633	-	84,616	-
August	44,182	-	569,164	-	284,582	-	83,828	-
September	49,032	-	751,171	-	375,585	-	116,475	-
October	61,186	-	677,176	-	338,588	-	110,248	-
November	41,071	-	553,059	-	276,530	-	68,209	-
December	31,290	-	597,838	-	298,919	-	90,254	-
Total	368,116	354,489	6,749,860	2,184,179	3,374,930	1,092,089	991,630	3,276,268

	Intergovernmental Revenues							
	State Aid Distribution		Highway Distribution Tax		Oil Impact Revenue		Other Misc. Revenue Intergovernmental	
	2023	2024	2023	2024	2023	2024	2023	2024
January	189,768	173,974	123,168	120,921	1,299,165	1,582,335	-	-
February	226,505	262,961	111,303	108,532	1,181,038	1,396,215	-	-
March	184,004	181,844	86,510	93,317	1,314,748	1,369,677	4,332	-
April	176,214	127,143	105,233	94,096	1,290,101	1,304,302	-	-
May	180,327	-	99,875	-	1,582,042	-	4,424	-
June	223,438	-	96,104	-	1,321,182	-	25,651	-
July	217,702	-	113,233	-	1,423,884	-	5,114	-
August	239,196	-	74,660	-	1,648,644	-	-	-
September	234,047	-	101,199	-	1,783,432	-	-	-
October	197,963	-	111,324	-	1,498,774	-	-	-
November	258,158	-	100,894	-	1,407,431	-	-	-
December	218,608	-	518,354	-	1,403,773	-	24,381	-
Total	2,545,930	745,922	1,641,858	416,866	17,154,215	5,652,529	63,902	-

1% Sales Tax

4/30/2024	2018	2019	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
January	369,381	503,405	576,989	443,415	479,035	597,446	490,171	(107,275)
February	629,177	590,900	615,580	393,184	675,922	757,033	900,175	143,142
March	417,722	417,702	345,175	449,633	433,558	576,217	466,764	(109,453)
April	324,713	394,368	505,251	485,343	419,590	551,078	327,069	(224,010)
May	549,810	543,423	505,989	514,562	428,195	464,675		
June	455,476	487,623	324,748	353,963	583,886	686,093		
July	401,647	425,959	584,979	607,274	581,266	602,935		
August	664,241	765,145	527,075	568,420	569,164	707,353		
September	517,500	517,822	494,819	523,865	751,171	627,308		
October	473,116	568,820	490,122	512,572	677,176	439,305		
November	609,032	600,086	472,033	447,706	553,059	858,479		
December	556,185	438,099	491,566	634,101	597,838	589,994		
Totals	5,967,998	6,253,353	5,934,326	5,934,039	6,749,860	7,457,917	2,184,179	(297,596)

1/2% Sales Tax

	2018	2019	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
January	184,690	251,703	288,495	221,707	239,517	298,723	245,085	(53,638)
February	314,588	295,450	307,790	196,592	337,961	378,517	450,088	71,571
March	208,861	208,851	172,588	224,817	216,779	288,109	233,382	(54,727)
April	162,356	197,184	252,626	242,671	209,795	275,539	163,534	(112,005)
May	274,905	271,711	252,994	257,281	214,097	232,338		
June	227,738	243,812	162,374	176,981	291,943	343,047		
July	200,823	212,980	292,490	303,637	290,633	301,468		
August	332,120	382,573	263,538	284,210	284,582	353,676		
September	258,750	258,911	247,409	261,933	375,585	313,654		
October	236,558	284,410	245,061	256,286	338,588	219,652		
November	304,516	300,043	236,016	223,853	276,530	429,239		
December	278,092	219,050	245,783	317,051	298,919	294,997		
Totals	2,983,999	3,126,677	2,967,163	2,967,019	3,374,930	3,728,959	1,092,089	(148,799)

Total 1.5% Sales Tax

	2018	2019	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
January	554,071	755,108	865,484	665,122	718,552	896,169	735,256	(160,913)
February	943,765	886,350	923,369	589,775	1,013,883	1,135,550	1,350,263	214,713
March	626,583	626,552	517,763	674,450	650,337	864,326	700,146	(164,180)
April	487,069	591,552	757,877	728,014	629,384	826,618	490,603	(336,014)
May	824,715	815,134	758,983	771,843	642,292	697,013		
June	683,214	731,435	487,122	530,944	875,829	1,029,140		
July	602,470	638,939	877,469	910,911	871,899	904,403		
August	996,361	1,147,718	790,613	852,630	853,747	1,061,029		
September	776,250	776,733	742,228	785,798	1,126,756	940,962		
October	709,674	853,230	735,183	768,859	1,015,764	658,957		
November	913,547	900,130	708,049	671,559	829,589	1,287,718		
December	834,277	657,149	737,349	951,152	896,757	884,991		
Totals	8,951,997	9,380,030	8,901,489	8,901,058	10,124,790	11,186,876	3,276,268	(446,395)

Utility Revenue Summary
4/30/2024

	2020	2021	2022	2023	2024	Increase (Decrease) over prior year
<u>Water</u>						
Consumption	\$ 5,736,440	\$ 6,082,613	\$ 5,357,972	\$ 5,346,827	\$ 1,166,775	\$ (4,180,052)
Meter Charges	\$ 1,138,511	\$ 1,146,953	\$ 1,154,095	\$ 1,142,569	\$ 369,586	\$ (772,983)
Flat Rate Wells	\$ 1,140	\$ 1,141	\$ 1,080	\$ 1,070	\$ 350	\$ (720)
Connection Fees	\$ 149,035	\$ 172,079	\$ 158,153	\$ 187,700	\$ 57,725	\$ (129,975)
Bad Debts Recovered	\$ -	\$ -	\$ 9,078	\$ 18,333	\$ 11,122	\$ (7,211)
Water Vendor	\$ -	\$ -	\$ 30,621	\$ 23,386	\$ 4,160	\$ (19,226)
Other Misc Reveue	\$ -	\$ -	\$ 41,581	\$ 26,855	\$ 9,850	\$ (17,005)
<u>Sewer</u>						
Consumption	\$ 1,462,721	\$ 1,433,404	\$ 1,348,383	\$ 1,329,525	\$ 354,598	\$ (974,927)
Meter Charges	\$ 1,525,480	\$ 1,534,287	\$ 1,543,413	\$ 1,527,970	\$ 495,190	\$ (1,032,780)
Flat Rate Wells	\$ 5,400	\$ 5,400	\$ 5,400	\$ 5,352	\$ 1,750	\$ (3,602)
Septage Receiving Station	\$ -	\$ -	\$ 31,992	\$ 64,116	\$ 22,586	\$ (41,530)
Connection Fees	\$ 99,450	\$ 91,550	\$ 81,800	\$ 236,750	\$ 27,000	\$ (209,750)
Other Misc Reveue	\$ -	\$ -	\$ 836,442	\$ 827,031	\$ 327,517	\$ (499,514)
<u>Solid Waste</u>						
Utility Billing	\$ 1,533,977	\$ 1,569,909	\$ 1,576,222	\$ 1,585,175	\$ 619,870	\$ (965,305)
Commercial Landfill	\$ 934,278	\$ 812,800	\$ 1,007,974	\$ 848,730	\$ 275,050	\$ (573,680)
Gate Receipts	\$ 421,411	\$ 448,321	\$ 539,687	\$ 684,955	\$ 168,307	\$ (516,648)
UB Commercial Service	\$ 1,474,946	\$ 1,462,181	\$ 1,484,111	\$ 1,646,760	\$ 621,200	\$ (1,025,560)
Commercial Container Rent	\$ 182,735	\$ 220,795	\$ 177,291	\$ 220,416	\$ 62,085	\$ (158,331)
Recycle Income	\$ -	\$ -	\$ 136,052	\$ 71,322	\$ 28,826	\$ (42,495)
Other Misc Reveue	\$ -	\$ -	\$ 175,707	\$ 175,758	\$ 54,565	\$ (121,193)
<u>General Fund</u>						
Street Light Utility	\$ 355,910	\$ 391,843	\$ 394,167	\$ 389,410	\$ 126,200	\$ (263,211)
<u>Storm Water</u>						
Utility Billing	\$ 314,276	\$ 316,190	\$ 317,917	\$ 314,553	\$ 102,044	\$ (212,509)
Other Misc Reveue				\$ 14,154	\$ 2,292	\$ (11,862)
<u>Waste Water Treatment Plant</u>						
Wastewater Reuse	\$ 108,071	\$ 305,141	\$ 257,474	\$ 240,795	\$ 103,485	\$ (137,310)
Total	\$ 15,335,710	\$ 15,689,465	\$ 16,409,139	\$ 16,688,717	\$ 4,908,648	\$ (11,780,069)

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

Monthly Financial Report

Presented by: Finance Department

Consideration to Approve



Treasurer's Report as of April 30th, 2024

▶ General Checking	\$ 138,107
▶ Demand Deposit	\$ 35,000,000
▶ Money Market	<u>\$ 33,949,665</u>
▶ Cash Total	\$ 69,087,772

▶ This includes Restricted and Committed funds.

▶ Current Interest Rate on Cash Accounts 3.82%



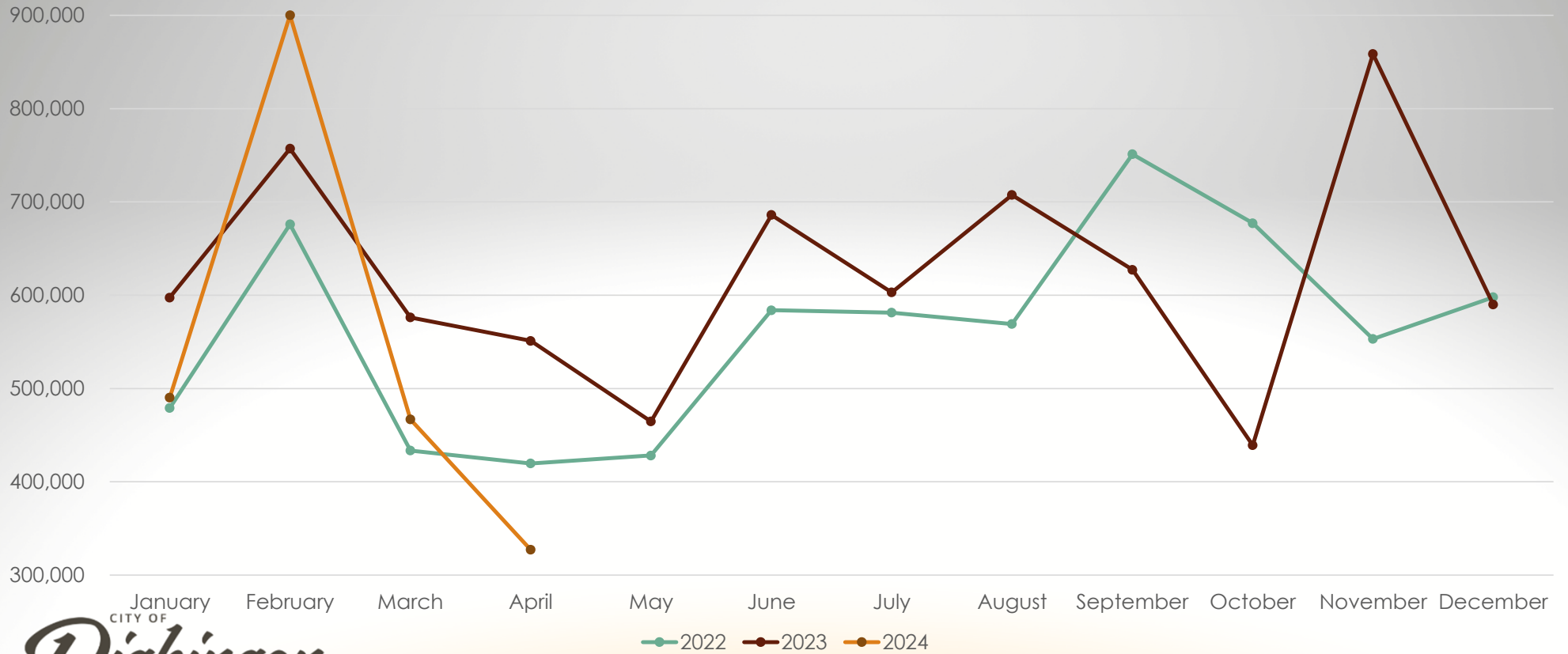
Investments as of April 30th, 2024

➤ Future Fund	\$ 6,814,993
➤ CMA	\$ 14,008,763
➤ City Pension	\$ 7,483,551
➤ Police Pension	\$ 7,493,196
➤ Volunteer Fire Pension	\$ 397,851
➤ OPEB	<u>\$ 213,129</u>
➤ Total	\$ 36,411,483

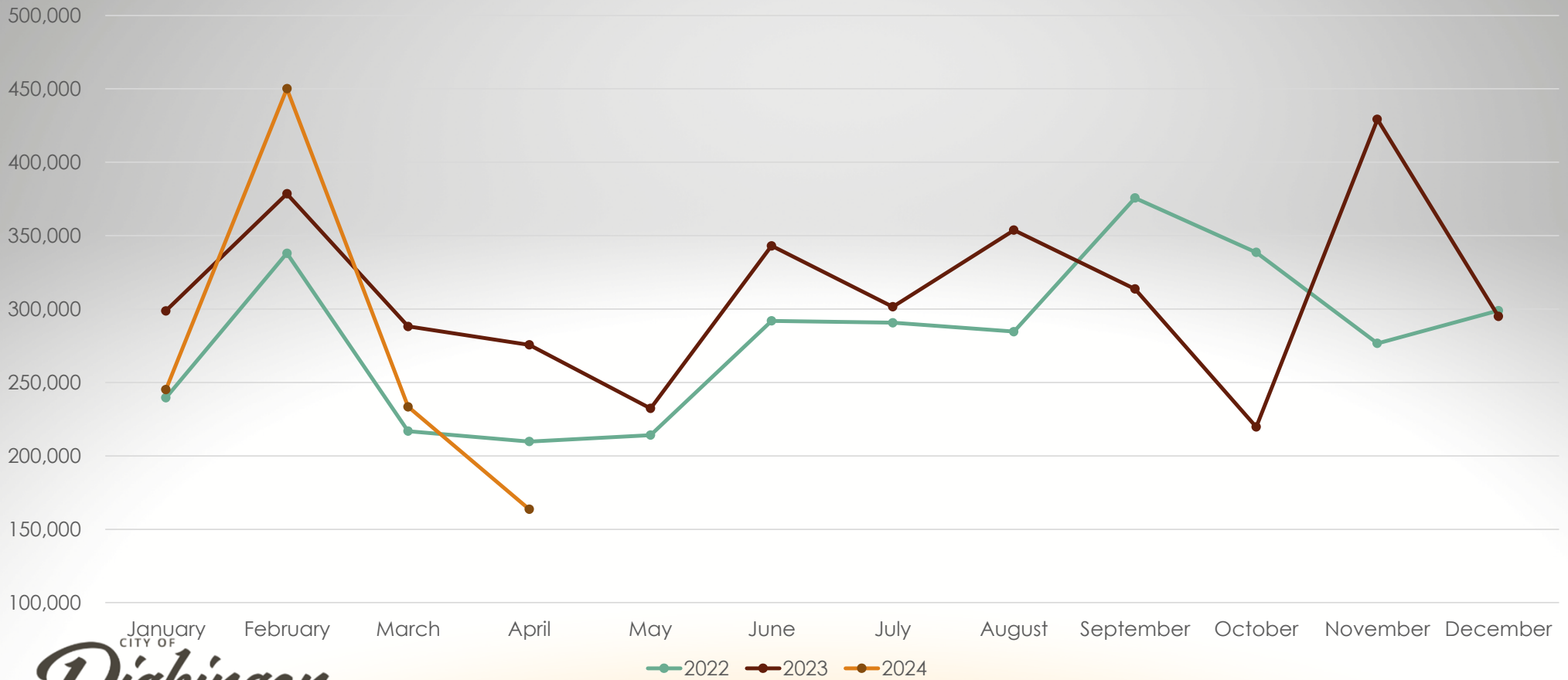
Certificate of Deposits as of April 30th, 2024

➤ 1. 18 Months at 4.76%	\$2,000,000
➤ 2. 12 Months at 5.16%	\$1,000,000
➤ 3. 6 Months at 5.26%	\$1,000,000
➤ 4. 11 Months at 4.56%	<u>\$1,000,000</u>
➤ Total	\$4,000,000

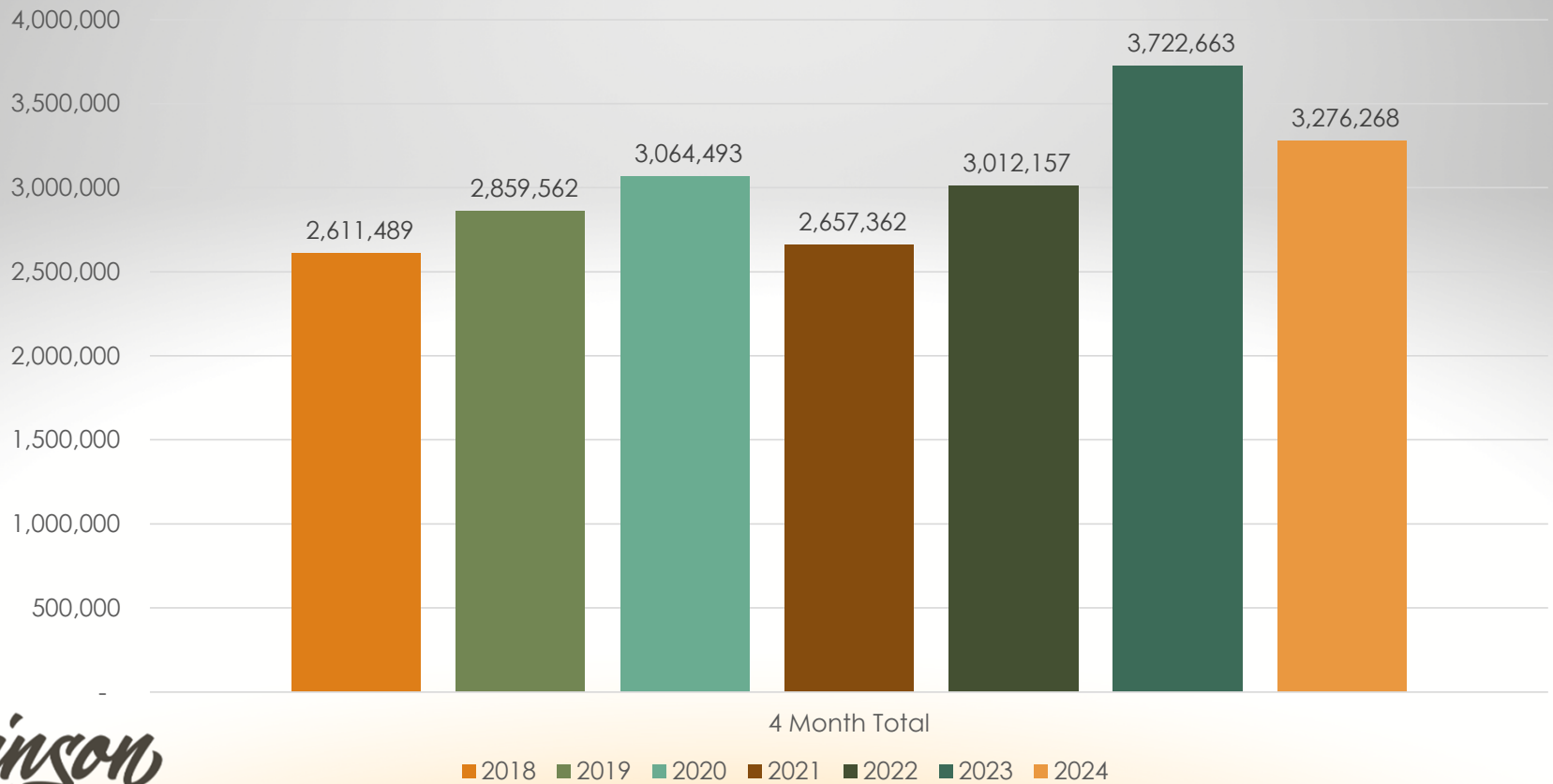
1% Sales Tax Monthly Breakdown



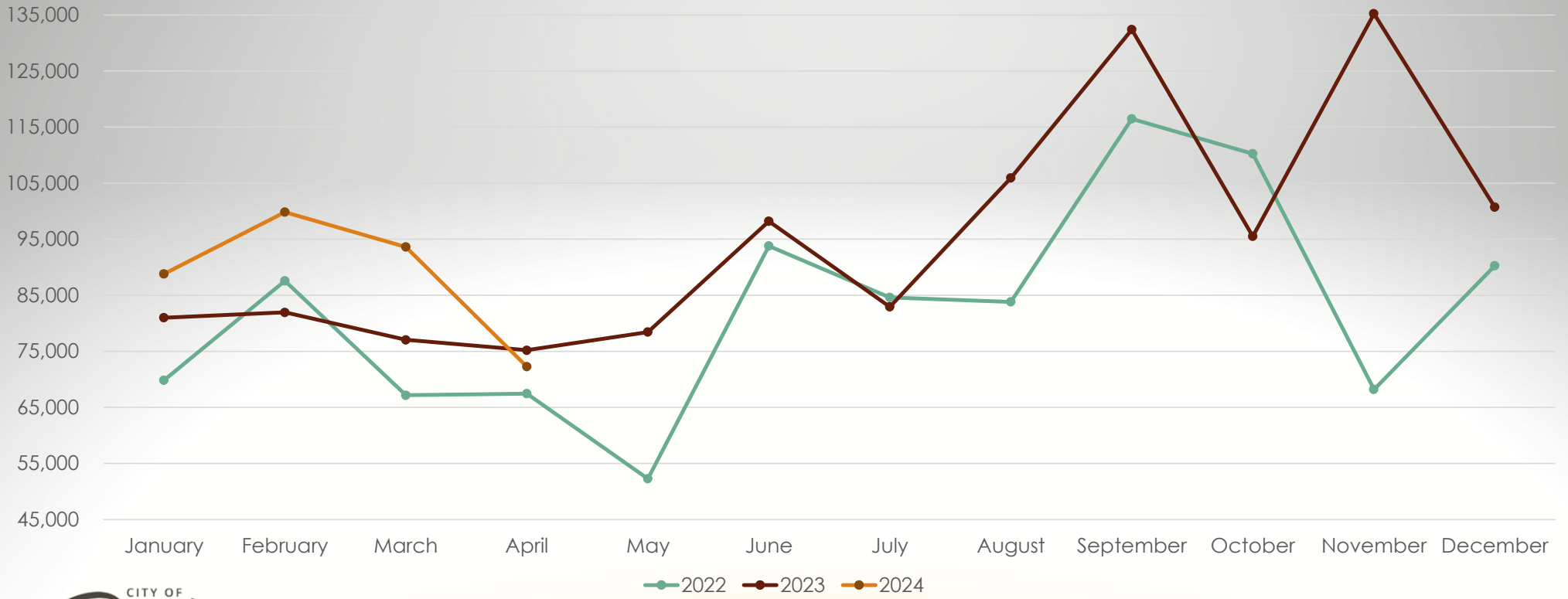
1/2% Sales Tax Monthly Breakdown



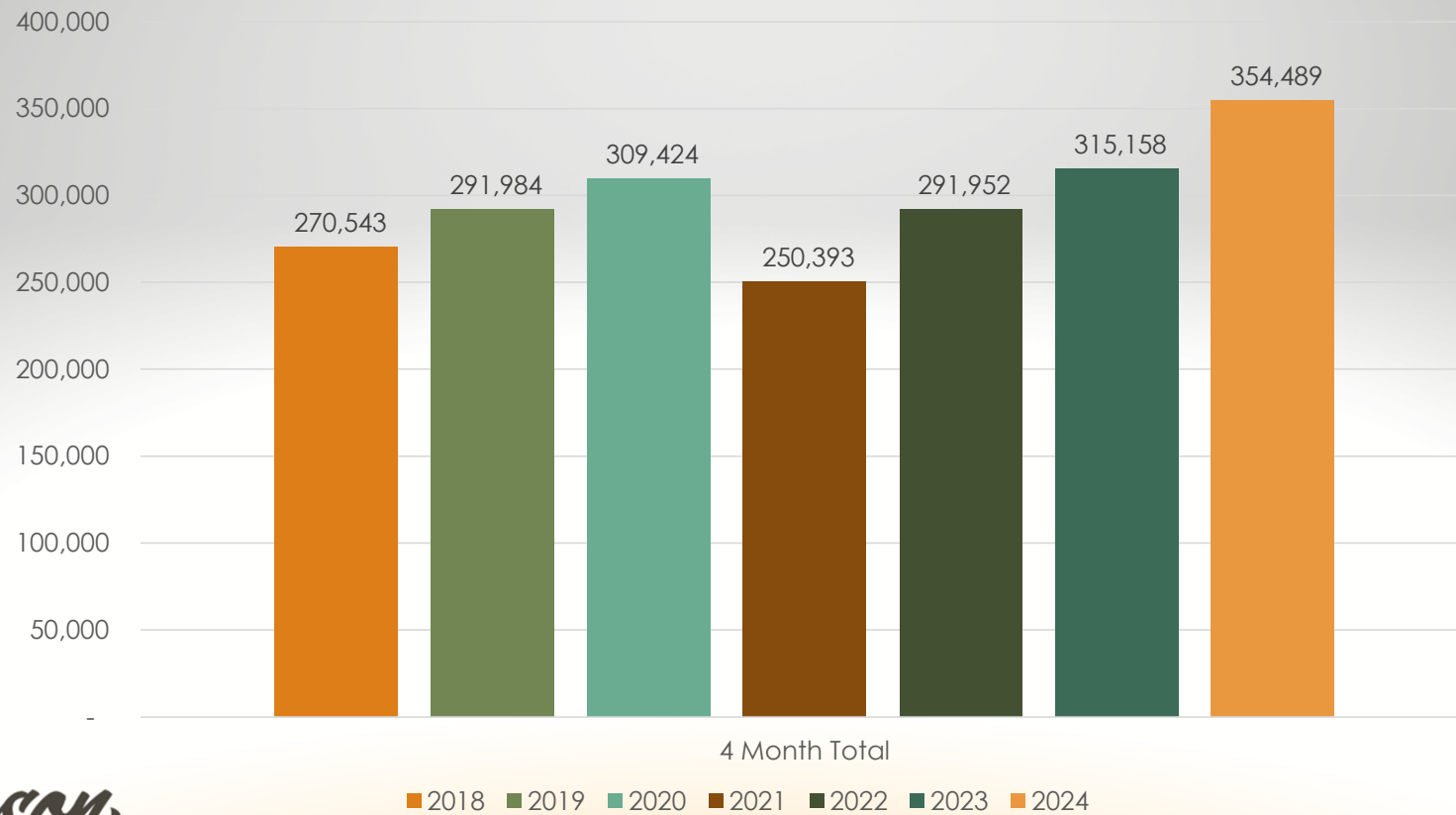
Sales Tax Comparison



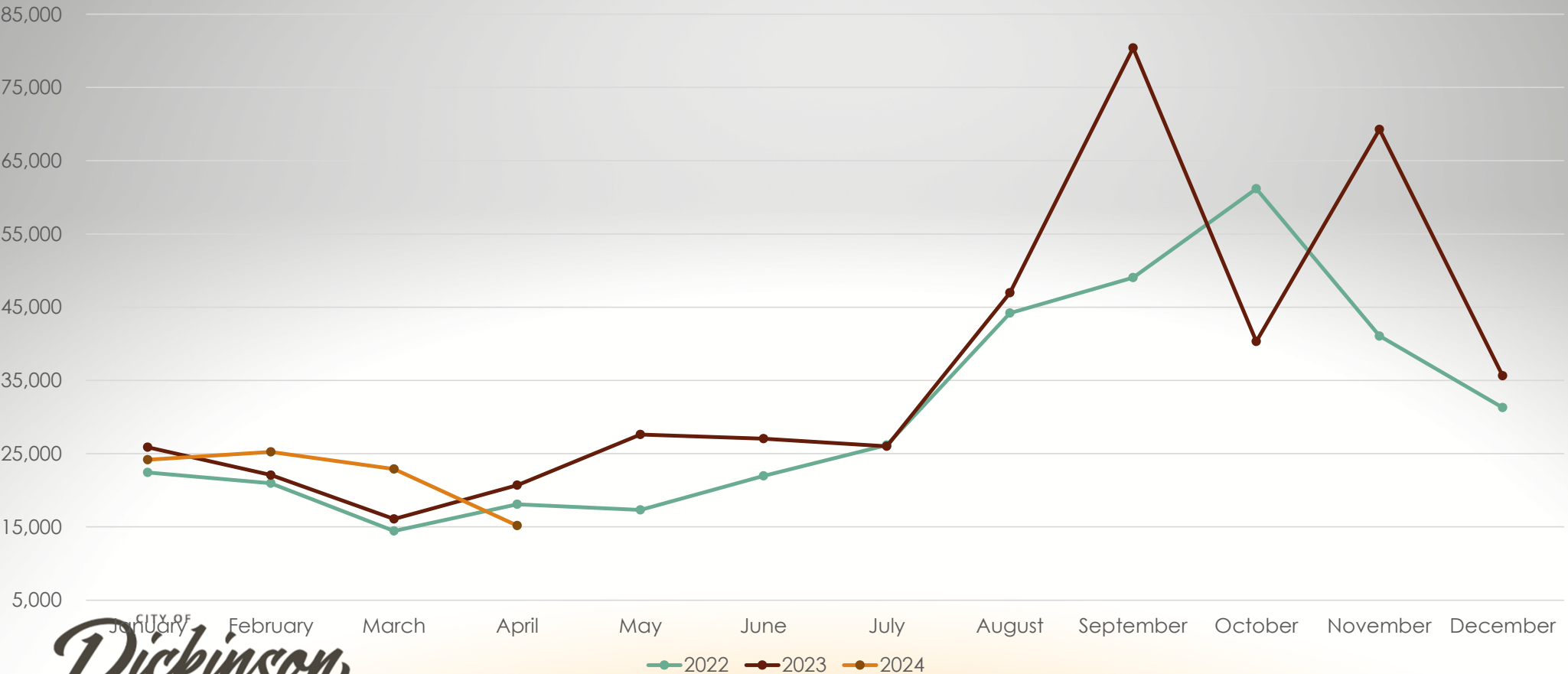
Hospitality Tax Monthly Breakdown



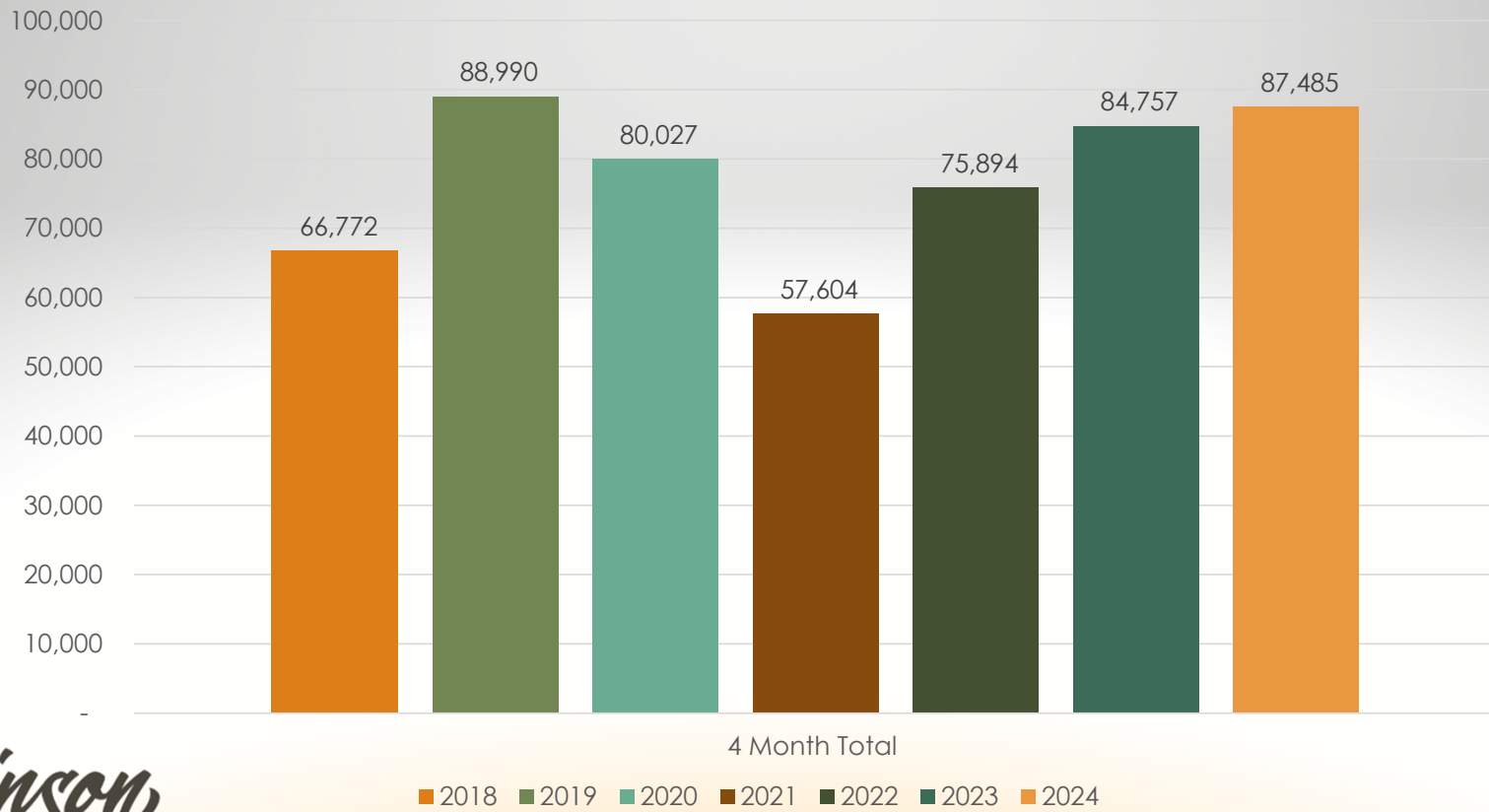
Hospitality Tax Comparison



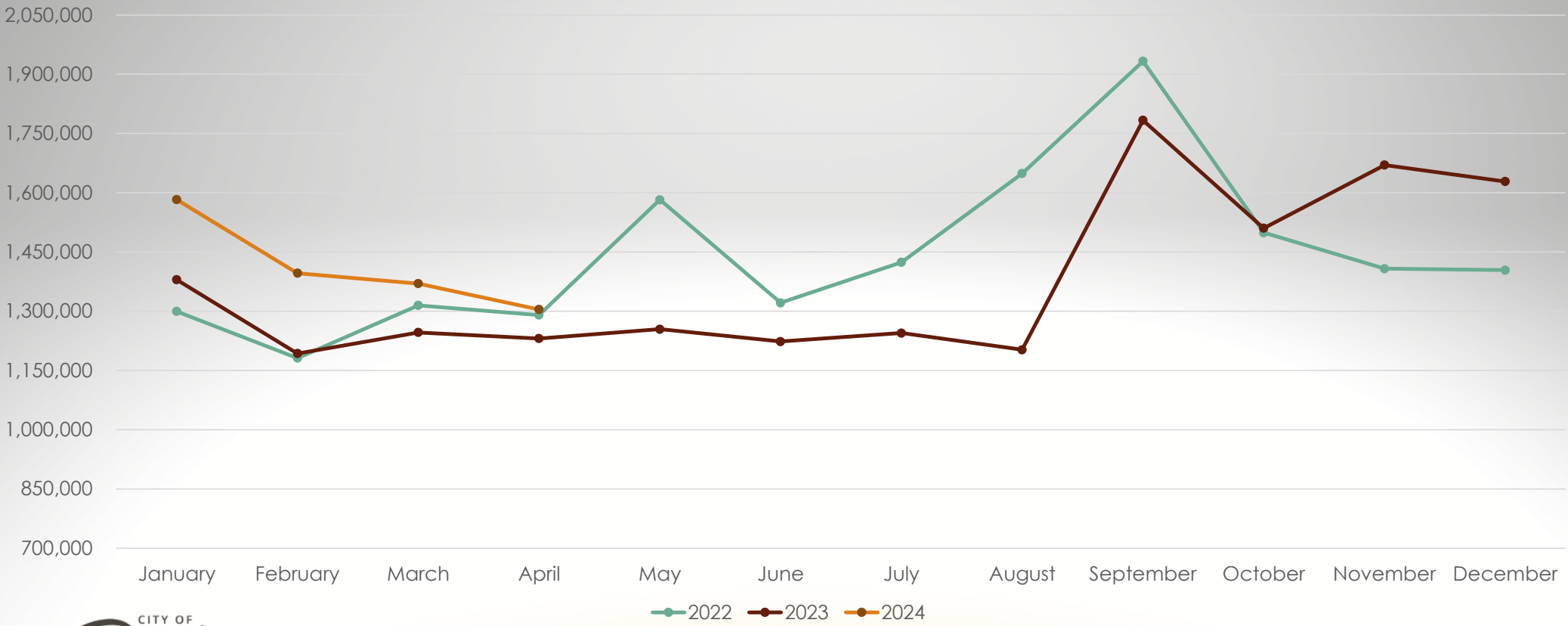
Occupancy Tax Monthly Breakdown



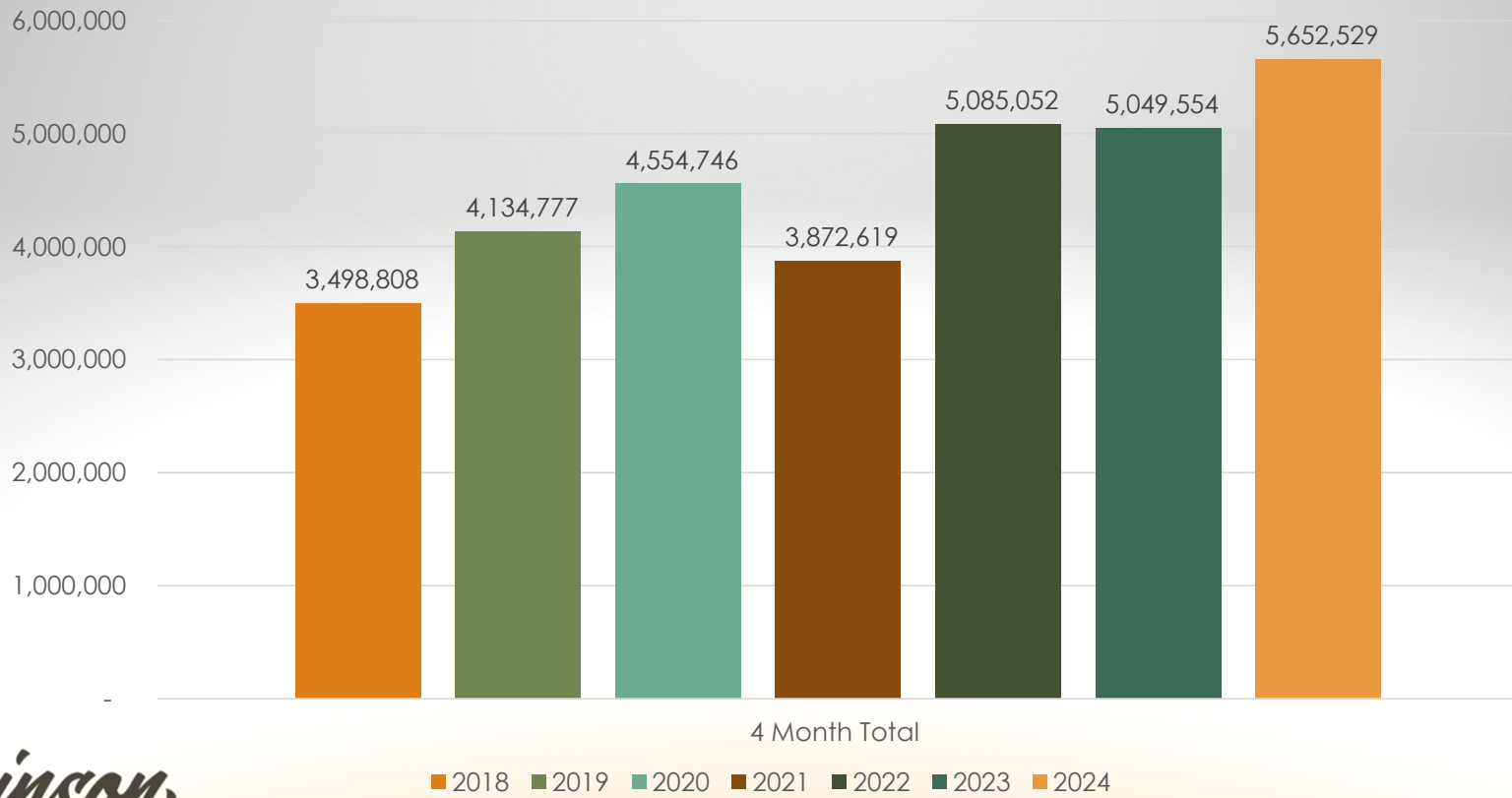
Occupancy Tax Comparison



Oil Impact Revenue Monthly Breakdown

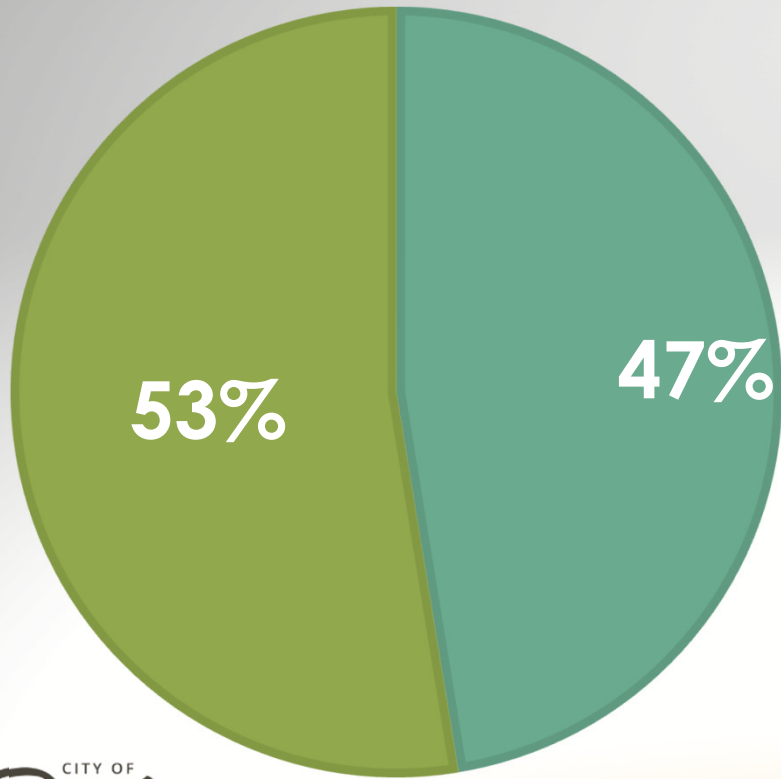


Oil Impact Comparison



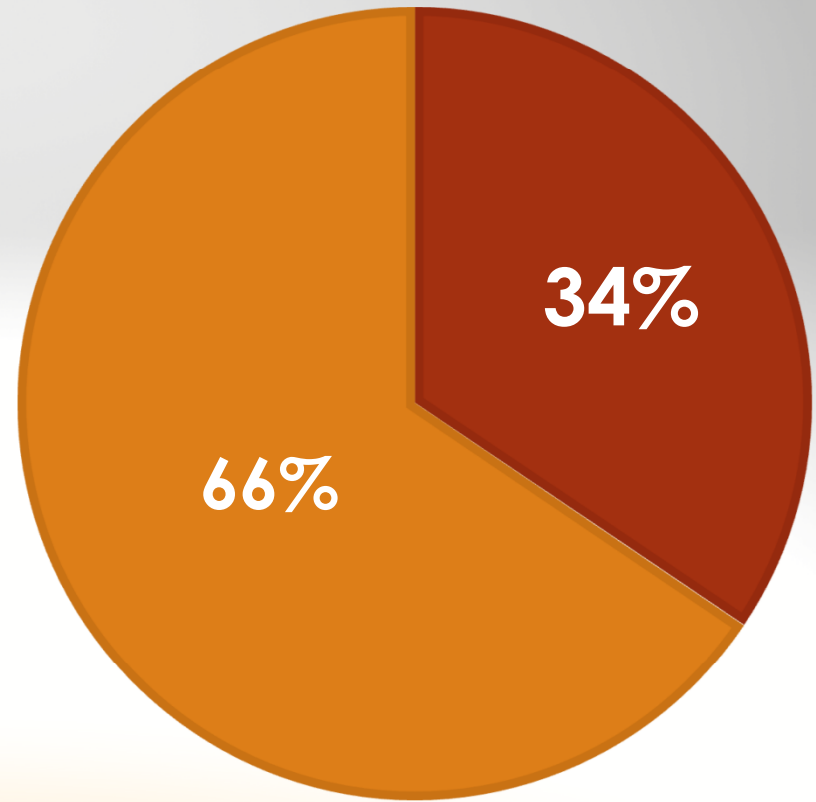
GENERAL FUND REVENUE

■ Collected ■ Remaining



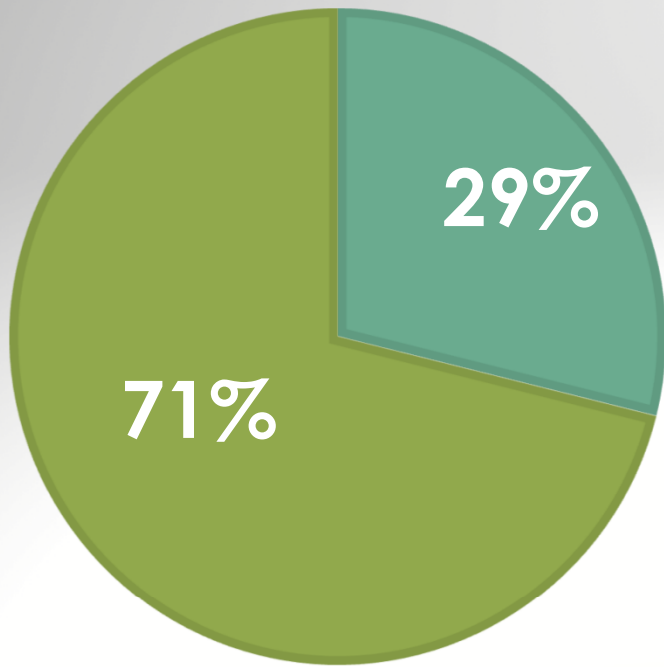
GENERAL FUND EXPENSES

■ Expended ■ Remaining



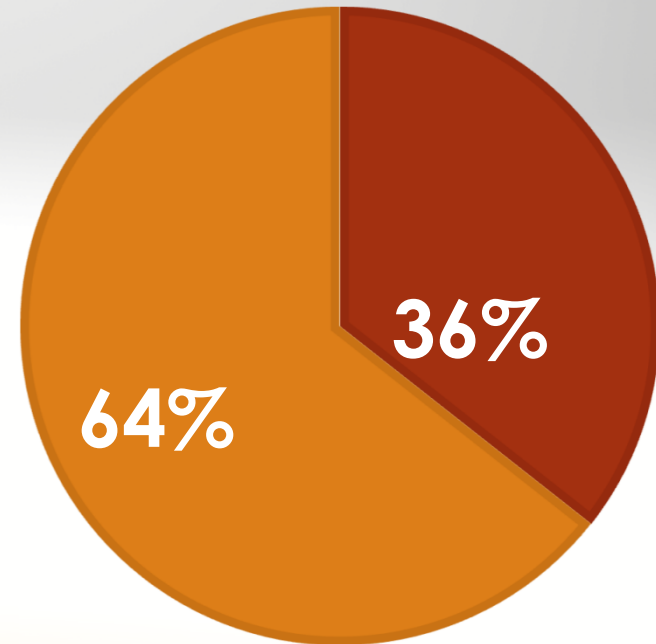
UTILITY REVENUE

■ Collected ■ Remaining



ENTERPRISE FUND EXPENSES

■ Expended ■ Remaining



CITY OF DICKINSON

INITIAL APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE

For Year 2024

Application for:

- Commercial On/Off-Sale (\$3,000)
- Lodge or Club (\$3,000)
- Motel or Hotel (\$3,000)
- Restaurant On-Sale (\$2,500)
- Military Club Beer and Wine (\$700)
- Microbrewery Pub (\$700)
- Beer and Wine Concession Licenses (\$550)
- Distillery License (\$700)
- Brewer Taproom License (\$2,000)
- Domestic Winery License (N/A)
- Beer Only On-Sale License (\$700)
- Beer and Wine Only On-Sale License (\$1,250)
- Sunday Permit (All on-sale establishments must check Sunday Permit. ---
Optional only for off sale establishments. See paragraph 5, below)

NOTE: In addition to said fees, each applicant for a new license or a transfer of a license shall, at the time of submission of the application for such issuance or transfer, pay the sum of an application fee and an issuance fee or transfer fee as a non-refundable application or transfer fee.

The undersigned hereby applies for the license or licenses checked above, and agrees, if granted a license, to promptly advise the City of any changes in the information contained in this application.

1. **BUSINESS INFORMATION:**

Business Name: MASTER Fade BARBERSHOP LLC
 Mailing Address: 307th Street West
 Street Address: DICKINSON ND 58601
 Phone Number: 701-590-4406

2. **PROPOSED LICENSEE INFORMATION** (please complete either 2.a. or 2.b. as appropriate)

a. Individual or Partnership:
 Name(s): FRANTZOLY LAFontant

City
 Te
 Et
 B

Social Security: _____
 Please Attach Occupation Record for Last Five Years _____
 US Citizen: Y N

b. Corporation:
 Name of Corporation: _____
 Date of Incorporation: / / State of Incorporation: _____
 Web Address: _____
 (Attach copy of Certificate of Incorporation)
 (Attach list of each officer, director, and proposed manager indicating address, email address, citizenship status, and percentage of stock ownership in corporation.)

3. **LOCATION INFORMATION:**

Legal description of business location: Lot: 307th Street Block: West Dickinson
 Addition or Subdivision: _____

Property/Building Owner Information (If different than applicant)

Name: ANDRES MEGIA
Mailing Address: 307th St W
City, State, Zip: DICKINSON, ND 58101
Telephone: 701-690-6668
Email: STJOES.management@gmail.com
Zoning: _____
Present Occupancy: _____
Are Taxes Current? Y N (Please attach verification from Stark County)

Please attach a comprehensive site drawing, including, but not limited to: layout of the building(s) and how they lay on the property, the extent of the area(s) in the building in which alcoholic beverages will be sold and/or served, and building and property dimensions.

4. GENERAL:

- a. Name and contact information for person responsible for complying with all city ordinances and state law on behalf of
Name: _____
Mailing /
City/State
Telephone:
Email: _____
- b. Attach a complete history of the applicant(s) residency, employment, and business ownership for the five years leading up to the date of this application.
- c. Have you ever been engaged in the sale or distribution of alcoholic beverages prior to this application? If so, give date and type of business and address: NO
- d. Have you ever had a liquor license rejected by any municipality, state or federal authority? (Y / N) If yes, give details: _____
- e. Have you ever been convicted or any violation of any law of the United State or the state of North Dakota, or local ordinance governing the manufacture, sale, distribution or possession of alcoholic beverages? (Y / N) If yes, give date(s) and details: _____
- f. Have you ever had a liquor license for the sale of intoxicating liquor revoked or suspended for any violation or any state law or local ordinance? (Y / N) If yes, give date(s) and details: _____
- g. Have you ever been indicted or convicted of a crime either in North Dakota or elsewhere? (Y / N) If yes, give date(s) and details: _____
- h. Attach list of names and contact information of all persons, silent, or otherwise, interested in any manner in said business, or who will have charge, management, or control of the establishment for which license is requested: _____
- i. Has any person, other than applicant, any right, title, or interest in the leasehold, or in the furniture, fixtures, or equipment in the premises for which license is requested?
(Y / N) If yes, attach list of names and contact information.
- j. Have you any agreement or understanding or intention to have any agreement or understanding with any person, partnership or corporation to obtain for any other, or transfer to any other person this license, or to obtain it for any other than the specific use of the applicant? (Y / N) If yes, please give details: _____

- k. Have you interest whatsoever, directly or indirectly, in any other liquor or alcoholic beverage establishment either wholesale or retail in North Dakota or any another state?
(Y / N) If yes, attach list of business names and addresses of establishments.
- l. Have you or any licensees listed on this application been convicted of a Felony or any other alcohol related violation of criminal or traffic law? No *Yes _____
*If yes, please provide date, location (State & City) and description of the offense: _____
- m. Will you be engaged in any other form of business other than that to be covered by this license? (Y / N) If yes, please attach description of other business, including employer if that applies.
- n. The applicant hereby does expressly consent that any person(s) duly authorized by the city of Dickinson may enter upon the premises described in this application at any reasonable hour of the day or night including all hours in which the establishment is occupied, and at such times they shall have free access to all portions of the property comprising the licensed premises for the purpose of inspecting such premises for any possible violation of laws of the state of North Dakota or ordinances of the city of Dickinson regardless whether said laws pertain to the sales of alcoholic beverages. Such access shall be permitted without necessity of a search warrant.
- o. Applicant acknowledges that this license, if granted includes the ability to open business on Sunday and therefore the business must collect and submit to the state of North Dakota the Hospitality Tax (Restaurant and Lodging)
- p. Applicant acknowledges that if this is an application for a restaurant related license, at least 50% of sales of the business must be in the form of prepared food.
- q. The applicant hereby acknowledges that if this license is idle for more than six months in any 12 month period, the City will revoke said license and offer it for public sale.
- r. The applicant hereby acknowledges that this license is not transferable nor may the ownership change by more than 25% without prior approval of the city of Dickinson.
- s. Please attach the names and contact information of three local business references.
- t. The applicant hereby acknowledges that by signing this application he/she/they admit that the information contained in this application is true and accurate to the best of their knowledge.
- u. The applicant hereby acknowledges that they shall cooperate to the fullest extent in obtaining a complete background investigation concerning any persons involved with the individual applicant or the applicant's organization.

5. The undersigned represents and warrants that the hospitality tax imposed under Section 35.125 of the Dickinson City Code has been and will continue to be collected to qualify the licensee as a qualified alcoholic beverage licensee for purposes of Sections 4.08.270 and 4.08.280 of the Dickinson City Code authorizing Event permits and Sunday permits. (This paragraph is not applicable to applicants who have not applied for a Sunday permit)

Dated this 04 day of 09, 2024

Individual or Partnership Application:

[Signature]
Applicant Signature(s)

[Signature]
Applicant Signature(s)

Corporation:

President's Signature

Rita Binstock

From: Joe R. Cianni
Sent: Monday, May 6, 2024 9:30 AM
To: Rita Binstock
Subject: Master Fade Barber
Attachments: 20240506113011924.pdf

A site visit of Master Fade Barber was conducted on 05/03/2024. Mr. LaFontant was advised of the following:

- The license is for On-Sale Beer Only, no Off-Sale, sales permitted*
- No beer products can be displayed in plain view of customers*
- No one under 21yoa may be seated at the bar*

Chief Joe Cianni



2475 State Ave North
Dickinson, ND 58601
701.456.7765

Memo**To: City Commissioners****From: Robert Fuhrman, Dickinson Historic Preservationist****Date: 5/1/2024****Re: Historic Preservation Commission nominee****HPS Candidate Stefanie Aulner**

Mr. President, Commissioners, I am pleased to appear before you today to ask you to consider giving your approval to the nomination of Stefanie Aulner to the Dickinson Historic Preservation Commission. As you will recall, one of the responsibilities of a Certified Local Government is that we “maintain a qualified historic preservation commission” whose members preferably possess professional qualifications in history, architectural history, archeology, anthropology, curation, planning, landscape architecture or related fields or who have a personal interest in historic preservation.

In addition to an interest and willingness to serve, the education and experience of this candidate demonstrates their professional qualifications for a seat on the Historic Preservation Commission; Stefanie has been preliminarily approved by the North Dakota State Historic Preservation Office for service on our Commission.

The candidate’s curriculum vitae is on file with the Historic Preservation Commission, but allow me to provide a brief introduction to Stefanie Aulner:

Stefanie Aulner possesses a Bachelor of Arts in History from Dickinson State University with a minor in Equine Science and also holds a Master of Arts in History from North Dakota State University with Graduate Certification in Women and Gender Studies. She is currently a DSU Student Success Advisor in the Student Opportunity and Resource Center.

In addition to degrees in history, Stefanie has experience in archival work and research as well as working as a Graduate Teaching Assistant for US History survey courses at NDSU. Stefanie also holds memberships in several academic advising associations and historical associations with emphasis on Western Women’s history.

At this time the Dickinson Historic Preservation Commission (HPC) asks that Stefanie Aulner be considered for membership on the HPC, to begin an initial three-year term at the Commission’s May meeting.

Thank you

City of Dickinson Citizen Interest Form

Name: Stefanie Aulner

Home Phone: (208) 680-0774

Address: 1678 Prairie Ave, Apt. 3, Dickinson, ND, 58601

Email: stefanie.aulner@ndus.edu

Primary Board you are interested in: Historic Preservation Commission

Resume/Biography: See separate file **CV Stefanie Aulner**

Interest/Recommendation:

Dr. William Hansard and Dr. Steven Doherty recommended that I serve on the commission. I am an academic historian and am passionate about history and preservation. I look forward to assisting in historical preservation and am grateful for the opportunity to serve on the Historic Preservation Commission.

Signature

Date

04-14-2024

4/13/2024 via Jotform



April 29, 2024

Robert Fuhrman
Dickinson Museum Center
Dickinson HPC Coordinator
188 Museum Drive East
Dickinson, ND 58601

RE: Approval of proposed candidates for addition to the Dickinson Historic Preservation Commission in accordance with the Certified Local Government Certification Manual.

Dear Bob,

The application and resume submitted by Stefanie Aulner for appointment to the Dickinson Historic Preservation Commission has been reviewed and we find that she meets the qualifications for a professional historian. Her background in history and interest in historic preservation will make her a valuable asset to the commission. Her knowledge of northern great plains history and archival research and will be very helpful. Please receive this letter as our approval of her appointment.

On behalf of the State Historical Society of North Dakota please welcome Ms. Aulner to the CLG program, we look forward to working with her in the future.

Sincerely,

Amy Munson
Grants & Contracts Officer

Stefanie M. P. Aulner

Student Opportunity and Resource Center (SOAR)
 Dickinson State University
 May Hall 209A
 208-680-0774
 Stefanie.aulner@ndus.edu

EDUCATION:

Master of Arts History	Fall 2022
Graduate Certificate in Women and Gender Studies	Fargo, ND
North Dakota State University, Fargo	
Major Fields: Women and Gender studies, Agricultural, and Northern Great Plains History	
<i>Thesis:</i> The Gender Fluidity of Women's roles on The Northern Great Plains 1890-1950	
<i>Advisor:</i> Professor Thomas D. Isern, PhD	
 Bachelor of Arts History	 May 2019
Dickinson State University	Dickinson, ND
Minor: Equine Science	
<i>Thesis:</i> All the Presidents Horses: An overview of the Horses that Shaped the American Presidents	
<i>Advisor:</i> Professor Frank Varney, PhD	
Awards/Honors: Outstanding Graduate Nominee Spring 2019, Spring 2019 Commencement speaker	
Nominee, Dean's List Fall 2014, Spring 2018	

APPOINTMENTS:

Dickinson State University, Student Success Advisor , Dickinson, ND	September 2023- Present
<ul style="list-style-type: none"> • Register students for college courses. Help students develop a plan of study and select a college major. • Assist with new student orientation and registration. • Collect and analyze at risk student tracking data. Implement a plan of intervention when needed. 	
North Dakota State University, Archival Research Assistant , Fargo, ND	August 2021- May 2022
<ul style="list-style-type: none"> • Organize archival records and develop classification systems to facilitate access to archival materials. • Create and maintain accessible, retrievable computer archives and databases, incorporating current advances in electronic information storage technology. • Preserve records, documents, objects, and photographs copying records to disk, or computer formats as necessary. 	
North Dakota State University, Graduate Teaching Assistant , Fargo, ND	August 2019 – May 2021
<ul style="list-style-type: none"> • Assisted in teaching US History survey courses. • Host discussion sessions. Graded assignments, quizzes, and exams • Created and provided study guides, supplementary information, and discussion questions. 	
Dickinson State University, Archival Assistant , Dickinson, ND	January 2018- December 2018
<ul style="list-style-type: none"> • Organize archival records and develop classification systems to facilitate access to archival materials. • Create and maintain accessible, retrievable computer archives and databases, incorporating current advances in electronic information storage technology. • Preserve records, documents, objects, and photographs copying records to disk, or computer formats as necessary. 	

PUBLICATIONS:

Impressions Magazine	Spring 2016
Photograph: <i>Innocence's</i>	
North Dakota History: Journal of the Northern Plains	January 2021
Book Review: <i>Abraham Lincoln: A Western Legacy</i> by Richard W. Etulain	
South Dakota History:	Summer 2022
Book Review: <i>Burning the Breeze: Three Generations of Women in the American West</i> by Lisa Hendrickson	

MEMBERSHIPS AND PERSONAL INTERESTS:

National Academic Advising Association	June 2022- Current
National Women's Studies Association	May 2022- Current
Phi Alpha Theta	February 2022- Current
Western Association of Women Historians	October 2021- Current
Western Social Science Association	March 2021- Current
Western History Association	September 2020- Current
Coalition for Western Women's History	October 2020- Current
Bismarck Kennel Club (American Kennel Club all breed affiliate)	December 2015- Current
• Board of Directors, Obedience trial Chair committee	

CONFERENCES AND PRESENTATIONS:

<i>2018 Dickinson State University Centennial Celebration</i>	
The History of May Hall: October 2018	
<i>2020 Red River Women's Studies Conference</i>	
Disenfranchisement and Grassroots Efforts to Increase Native American Voter Participation in the Twentieth Century: October 2020	
<i>2020 North Dakota University History Department Great Plains Graduate Student Conference</i>	
Native American Federal Agricultural Extension Program 1928-1954: December 2020	
<i>2021 Western Social Science Association Conference</i>	
The Bureau of Indian Affairs Agricultural Extension Program: The Rise and Fall of Federal Native American Policies 1928-1954: March 2021	
<i>2022 Phi Alpha Theta Regional Student History Conference</i>	
The Reconstruction of Women's roles on the Northern Great Plains 1890-1950: February 2022	
<i>2022 Western Social Science Association Conference</i>	
The Nebraska Sandhills: The Sandoz Sisters Journey: March 2022	
<i>2022 Fargo Fine Arts Club: Guest Speaker</i>	
The Nebraska Sandhills: Sandoz Sisters: April 2022	
<i>2022 Northern Great Plains History Conference</i>	
Photos, Colts, and Split Skirts: Eastern Montana Ranching Women 1895-1955: September 2022	
<i>2022 National Women's Studies Association Annual Conference</i>	
Reclaiming History: November 2022	
<i>2023 Midwestern History Conference</i>	
North Dakota: Cook Cars and Threshing Crews 1900-1920: May 2023	
<i>Midwestern History Association's Hamlin Garland Prize Committee:</i> May 2024	

LANGUAGE PROFICIENCIES:

English: Native Fluency
Spanish: Proficient in Reading



GAMING SITE AUTHORIZATION
 ND OFFICE OF ATTORNEY GENERAL
 SFN 17996 (4-2023)

Section 3. Item C.

G - _____ (_____) _____
 Site License Number
 (Attorney General Use Only)

Full, Legal Name of Gaming Organization
DICKINSON YOUTH ACTIVITIES INC.

This organization is authorized to conduct games of chance under the license granted by the North Dakota Attorney General at the following location

Name of Location
BUFFALO WILD WINGS

Street 3545 W RIDGE DR	City Dickinson	ZIP Code 58601	County stark
----------------------------------	--------------------------	--------------------------	------------------------

Beginning Date(s) Authorized 7/1/2024	Ending Date(s) Authorized 6/30/2025	Number of Twenty-One tables, if zero, enter "0" 0
---	---	---

Specific location where games of chance will be conducted and played at the site (required)

If conducting Raffle or Poker activity provide date(s) or month(s) of the event(s) if known

RESTRICTIONS FOR CITY/COUNTY USE ONLY

The organization **must** provide the City/County a list of game types included in their Internal Control Manual and have the manual available upon request. The manual must thoroughly explain each game type to be conducted. The City/County can only approve these games at the site.

ACTIVITY TO BE CONDUCTED Please check all applicable games to be conducted at site (required)

- | | | |
|---|--|---|
| <input type="checkbox"/> Bingo | <input type="checkbox"/> Club Special | <input type="checkbox"/> Sports Pools |
| <input type="checkbox"/> ELECTRONIC Quick Shot Bingo | <input type="checkbox"/> Tip Board | <input type="checkbox"/> Twenty-One |
| <input type="checkbox"/> Raffles | <input type="checkbox"/> Seal Board | <input type="checkbox"/> Poker |
| <input type="checkbox"/> ELECTRONIC 50/50 Raffle | <input type="checkbox"/> Punchboard | <input type="checkbox"/> Calcuttas |
| <input type="checkbox"/> Pull Tab Jar | <input type="checkbox"/> Prize Board | <input type="checkbox"/> Paddlewheel with Tickets |
| <input type="checkbox"/> Pull Tab Dispensing Device | <input type="checkbox"/> Prize Board Dispensing Device | <input type="checkbox"/> Paddlewheel Table |
| <input checked="" type="checkbox"/> ELECTRONIC Pull Tab Device | | |

Days of week of gaming operations (if restricted)	Hours of gaming (if restricted)
---	---------------------------------

If any information above is false, it is subject to administrative action on behalf of the State of North Dakota Office of Attorney General

APPROVALS

Attorney General	Date
Signature of City/County Official	Date
PRINT Name and official position of person signing on behalf of city/county above	

INSTRUCTIONS:

1. City/County - Retain a **copy** of the Site Authorization for your files.
2. City/County - Return the **original** Site Authorization form to the Organization.
3. Organizations - Send the **original, signed**, Site Authorization to the Office of Attorney General with any other applicable licensing forms for final approval

RETURN ALL DOCUMENTS TO:

Office of Attorney General
 Licensing Section
 600 E Boulevard Ave, Dept. 125
 Bismarck, ND 58505-0040
 Telephone: 701-328-2329 OR 800-326-9240



RENTAL AGREEMENT
 OFFICE OF ATTORNEY GENERAL
 LICENSING SECTION
 SFN 9413 (7-2023)

License Number (Office Use Only)

Site Owner (Lessor) Wings of Minot ND		Site Name Buffalo Wild Wings		Site Phone Number (701)761-2382
Site Address 3545 W Ridge DR		City Dickinson	State ND	Zip Code 58601
County Stark		Rental Period 7/1/2024 to 6/30/2025		Monthly Rent Amount
Organization Dickinson Youth Activities INC				
1. Is Bingo going to be conducted at the site?		<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	
1a. If "Yes" to number 1 above, is Bingo the primary game conducted? - If Bingo is the primary game, enter the monthly rent amount to be paid. Then answer questions 2 - 7 but do not enter any rent amounts.		<input type="checkbox"/> No	<input type="checkbox"/> Yes	\$
2. Is Twenty-One conducted at this site?		<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	\$
Number of Tables with wagers up to \$5 _____ X Rent per Table \$ _____				\$
Number of Tables with wagers over \$5 _____ X Rent per Table \$ _____				\$
3. Is Paddlewheels conducted at this site?		<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	\$
Number of Tables _____ X Rent per Table \$ _____				\$
4. Is Pull Tabs Involving either a jar bar or standard dispensing device conducted at this site?		<input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes	\$
Please Check: <input type="checkbox"/> Jar Bar <input type="checkbox"/> Standard Dispensing Device				\$
5. Are Electronic Pull-Tabs conducted at this site?		<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes	\$ 875
If "Yes" please indicate the number of devices <u>5</u>				\$
Total Monthly Rent				\$ 875

6. If the only gaming activity to be conducted at the site is a raffle drawing, please check here.

TERMS OF RENTAL AGREEMENT:
 This RENTAL AGREEMENT is between the Owner (LESSOR) and Organization (LESSEE) that will be leasing the site to conduct games of chance.
 The LESSOR agrees that no game will be directly operated as part of the lessor's business.
 The LESSOR agrees that the (lessor), (lessor's) spouse, (lessor's) common household members, (management), (management's) spouse, or an employee of the lessor who is in a position to approve or deny a lease may not conduct games at any of the organization's sites and except for officers and board of directors members who did not approve the lease, may not play games at that site. However, a bar employee may redeem a credit ticket voucher from an electronic tab device, winning pull tab involving a dispensing device, pay a prize board cash prize, and award a prize board merchandise prize involving a dispensing device, and sell raffle tickets or sports pool chances on a board on behalf of an organization.
 The LESSOR agrees that the lessors on call or temporary or permanent employee(s) will not, directly or indirectly, conduct games at the site as an employee of the lessee on the same day the employee is working in the area of the bar where alcoholic beverages are dispensed or consumed.
 If the LESSEE provides the Lessor with a temporary loan of funds for redeeming credit ticket vouchers from an electronic pull-tab device, or pull tabs or prize boards involving a dispensing device, the lessor agrees to repay the entire loan immediately when the lessee discontinues using the device at the site.
 The LESSOR agrees not to interfere with or attempt to influence the lessee's selection of games, determination of prizes, including a bingo jackpot prize, or disbursement of net proceeds.
 The LESSOR agrees not to loan money to, provide gaming equipment to, or count drop box cash for the lessee.
 The LESSOR agrees any advertising by the lessor that includes charitable gaming must include the charitable gaming organization's name.
 A LESSOR who is an officer or board member of an organization may not participate in the organization's decision-making that is a conflict of interest.
 At the LESSOR's option, the lessee agrees that this rental agreement may be automatically terminated if the lessee's gaming license is suspended at this site for more than fourteen days or revoked.

Signature of Lessor 	Title Owner	Date 5-8-24
Signature of Lessee 	Title President	Date 5-8-24

Animal Control Supervisor job description:

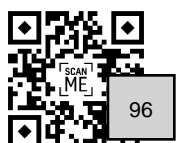
We are requesting a change to the Animal Control Supervisor job description. This position is currently in a Grade 14 and we are requesting a change to Grade 15. This position supervises three full time Animal Control Officers and 5 Animal Shelter Volunteers. The position directly manages all aspects of the Animal Shelter, including the planning, directing, organizing and supervising of all staff and volunteers. They are responsible for the maintenance of the facility and equipment, they interact with the public and ensure the shelter animals are properly cared for. They assist with the allotted budget, and provides recommendations regarding changes to policies and procedures. Moving this pay grade would better align with similar supervisory positions such as the Records Supervisor and Clerk of Court. The budget impact for this increase would be less than \$1,000. City staff recommends approval.

Section 29.08.04080-17 of Chapter 29 of the municipal code relating to compensation and benefits:

This is second reading and public comment for 29.08.04080-17. This code change will allow the City Administrator to authorize a performance based step increase for any employee that has reached the maximum wage allowed within a grade based upon a successful annual performance evaluation. Civil Service and City staff recommend approval.

Thank you,

HR Director Nameniuk



ANIMAL CONTROL SUPERVISOR

POSITION SUMMARY

Manages all administrative functions of the Animal Shelter including but not limited to planning, directing, organizing, and supervising all assigned staff. Will supervise and train staff and volunteers, maintain facility and equipment, interact with the public and ensure the shelter animals receive the proper care.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Work requires the direct application of a variety of procedures, policies, laws and /or precedents.
- Patrols city streets, impounds stray animals, responds to and follows up on animal related calls for service, complaints and disturbances.
- Completes official Police reports, testifies and appears in court regarding animal control related legal matters.
- Issues written warnings and/or completes formal complaint requests through municipal prosecuting attorney's office. Will monitor budget activities and has expenditure authority and input into budget development.
- Supervises assigned staff, volunteers, community service members, and interns. Coordinates scheduling. Monitors the work of subordinates and ensures their work complies with guidelines, policies, and procedures. Provides direction, training and technical assistance to subordinates. Conduct meetings with staff to review policies/procedures, discuss workplace issues and share ideas to improve animal care.
- Participates in the selection of staff, coordinates staff training, conducts staff performance evaluations, and conducts disciplinary/counseling procedures for staff.
- Make final decision regarding euthanasia and supervise to ensure proper techniques are used and that we have the required veterinary supervision.
- Assist in managing the Animal Shelter allotted budget.
- Provides recommendations/input regarding changes to policies and procedures.
- Ensure files/records are properly maintained.
- Monitors daily inspection of shelter facilities to monitor general health of animals, insure proper medical care is rendered in a timely, humane and efficient manner.
- Mentors; promotes teamwork and displays a positive example to subordinates.
- Receives, re-directs, and responds to a variety of communications.
- Interacts with the public as a representative of the Animal Shelter.
- Performs a variety of data entry duties.
- Oversee and collects fees, issues pet licenses, balances cash drawer, prepares and delivers deposits and orders shelter supplies.

ANIMAL CONTROL SUPERVISOR

- Develop and maintain a comprehensive public relations program to ensure all web, social media, and printed information reflects a consistent message.
- Develop, maintain and implement a complete and comprehensive volunteer program to increase, sustain and recognize volunteer participation, including training modules.
- Performs other duties of similar nature or level as required.
- Builds relations and coordinates efforts with other agencies such as rescues, veterinarians, and law enforcement to ensure effective animal control care.
- Finds placement for unclaimed animals with area rescues.
- Serves as contact and resource for the Animal Shelter; explains or refers to the appropriate person, policies, rules and regulations in response to inquiries and complaints.
- Directs, manages, supervises, coordinates, and monitors all procedures involved in the receiving, maintenance, treatment, adoption, quarantines, redemption, fostering, or euthanizing of impounded animals.

Knowledge, Skill and Abilities (required by end of probationary period):

- Knowledge of principles and practices of supervision, training, and performance evaluation.
- Customer service techniques and phone etiquette.
- Ability to learn and apply policies, procedures, regulations, principles and applications.
-
- Ability to plan, organize, prioritize, coordinate, assign, and evaluate the work of division staff and volunteers.
- Familiar with a variety of office equipment and related applications and programs, data entry skills, record keeping, report preparation, filing methods and records management techniques.
- Skills and ability to develop budget recommendations and manage the expenditure of available funds.
- Effective oral and written communication skills, grammar and editing skills.
- Ability to communicate properly through and operate a two-way radio.

QUALIFICATIONS

Education and Experience

- An Associate's Degree (preferably Animal Management, animal shelter management, pet sciences and/or humane leadership or another similar degree).
- 1-3 years related animal shelter experience
- Two or more years in a supervisory role or demonstrated professional development

ANIMAL CONTROL SUPERVISOR

- Or the equivalent combination of education and experience sufficient to successfully perform the essential duties of the job.

Special Requirements:

- Valid Driver's License

WORKING CONDITIONS

Environment

- Positions in this class typically require: reaching, grasping, talking, hearing, seeing and repetitive motion, prolonged sitting, standing, walking, handling moderate weight objects (must be able to lift up to 50 pounds frequently);
- Environment can be dirty, wet and humid;
- Exposure to unpleasant odors, loud noises and chemicals
- Work requires restraining, lifting and carrying animals and cages, possibility of animal bites/scratches.
- Animals are inherently unpredictable, potential for animal bites and scratches.
- Exposure to a variety of animal related disease and infestation.
- Exposure to insect pests such as fleas, ticks, etc.

Classification: Grade 15

FLSA: Non-Exempt

Created and updated to new format: 02/2017

Approved by Civil Service Commission: 03/01/2017

Approved by City Commission: 03/06/2017

Updated: 6/1/2022 by HR Nameniuk, Lieutenant Hanel; 5/6/2024 by HR Nameniuk, Lieutenant Hanel

Human Resources

Chapter 29



Section 29.08.04080.17.1 Compensation and Benefits

17. Compensation and Benefits

17.1 Pay Plan - Preparation; amendment

The board of city commissioners shall be responsible for the development of a uniform and equitable pay plan which shall consist of minimum and maximum rates of pay for each class of positions and such intermediate steps as may be necessary and equitable. After the adoption of such plan no position shall be assigned a higher than maximum or lower than the minimum wage or salary provided for that grade, unless the schedule for the whole grade be amended. **Notwithstanding the foregoing, the City Administrator may authorize a performance based step increase for any employee that has reached the maximum wage allowed within a grade based upon a successful annual performance evaluation.** When changes in responsibilities or work of positions, living costs, recruiting experience, prevailing rates of pay, the City's financial condition and policies or other pertinent conditions warrant such action, the board of city commissioners shall consider changes to such a plan and shall adopt any such changes as they deem necessary and advisable.



Req #	Hiring Journal - May											Updated on 5/14/2024
		Date opened:	Date closed:	# of days positions/was open:	total applicants:	# of disqualified apps:	# withdrawn apps:	# of interviews:	# of deemed offers:			
	Position											Hired:
	333 Police Officer (8 Openings)	12/12/2023	1/18/2024	37	14	2	1	4	0			Hired Brian Steger
	352 Police Officer (7 Openings)	2/2/2024	2/14/2024	12	8	2		6	0			Hired Justin Berger (Transfer from Street)
	371 Police Officer (5 Openings)	3/18/2024	4/8/2024	21	15	2	8	3	1			1 in background
	382 Police Officer (3 Openings)	5/6/2024	5/21/2024	15								
	334 Lateral Police Officer	12/12/2023	3/6/2024	85	10	1	0	3	0			Hired Robert Kleinholz
	383 Lateral Police Officer (3 Openings)	5/6/2024	Until Filled									
	337 Records Clerk	12/20/2023	1/10/2024	21	42	22	13	7	0			Hired Isabell Chadwick (transfer from Court)
	357 Animal Control Officer	2/14/2024	2/25/2024	11	19	11		8	0			Hired Israel Sosa
	378 Animal Control Officer	4/23/2024	5/3/2024	10	10	0		10				Interview Stage
	380 Animal Shelter Volunteer	4/23/2024	5/8/2024	15	9	1	2	6	0			04 in Background
	344 Public Safety Telecommunicator II	1/16/2024	2/6/2024	21	16	0	0	6				Promoted Andrea Little & Angelina Jones
	351 Fleet Shop Technician	1/31/2024	4/25/2024	85	12	5	2	4	0			Hired Krisopher Leggate
	358 Street Maintenance Operator (4 openings)	3/15/2024	4/30/2024	46	13	1	2	10	0			Hired Jessica Grove & Kassi Lara (5/13) & 2 in offered
	365 Solid Waste Operator (3 Openings)	3/6/2024	3/11/2024	5	9	1	2	5	0			Hired Seb Platta
	379 Solid Waste Operator	5/1/2024	5/15/2024	14								
	372 Scale Service Representative	3/20/2024	3/27/2024	7	16	9	3	4	0			Hired Ferrell Johnson
	376 Planner	4/4/2024	Until Filled		11	4	1	3				Interview stage
	347 Museum Center Volunteer - GENERAL	1/29/2024	Until Filled		0							
	346 Museum Center Volunteer - HISTORY	1/29/2024	Until Filled		1							
	360 Museum Center Volunteer - Paleo Collections	3/20/2024	Until Filled		2							
	353 Museum Center Volunteer - Fieldwork	3/20/2024	Until Filled		21							21 in Background
	361 Seasonal Buildings & Grounds (12 Openings)	2/22/2024	3/26/2024	33	23	0	8	7				Rehired - Bradyn Enderud, Braden Racht, Britton Cranston, Jack Goodall, Caleb Hansen, Mathew Rivinius, Aidon Rodakowski 1 New Hires - Aidan Cline, James Dusharm, Cale Gundlach, Caden Meier, Kendra Kaufman - All positions filled
	356 Seasonal Utility Operator (4 Openings)	3/1/2024	3/4/2024	3	4	0	0	0				Rehired - Chris Kisler, Xander Beeson, Dawson Zuroff & 0 Jayden Hartwell - All positions filled
	369 Seasonal Forestry Laborer (3 Openings)	3/13/2024	4/12/2024	30	17	3	10	4	0			Rehired Leon Larson & Lynn Schulz New Hire- Riley Cline
	345 Seasonal Programming Assistant (1 opening)	3/14/2024	4/12/2024	29	12	0	3	9	0			Hired Maci Wehri
	373 Seasonal Museum Worker (2 Openings)	3/28/2024	4/18/2024	21	21	19	0	2	0			Rehired Lauren Ehlis & Matthew Pretzer
	367 Clerk of Court	3/7/2024	3/20/2024	13	17	12	1	4	0			Hired Britney Finlayson (transfer from Fire)
	368 Deputy Clerk of Court I	3/7/2024	3/14/2024	7	23	13	1	9	0			Hired Valarie Lindley
	381 Deputy Clerk of Court II (INTERNAL ONLY)	5/3/2024	5/10/2024	7	1	0	0	1				Interview Stage
	377 Part-Time Fire Fighter	4/16/2024	5/16/2024		4							

Animal Control Supervisor

Responsibilities:

- Manages all administrative functions of the Animal Shelter
- Plans, directs, organizes and supervises all staff and volunteers of the Animal Shelter
- Assists in managing the departmental budget
- Develops and maintains a comprehensive public relations program including all web, social media, and printed information, providing a clear and consistent message

Education and Experience:

- Associates Degree
- 1-3 years related animal shelter experience
- 2 or more years in supervisory role or demonstrated professional development

Grade 15



Req #	Hiring Journal -May											Updated on 5/14/2024
	Position	Date opened:	Date closed:	# of days position is/was open	total applicants:	# of disqualified apps:	# withdrawn apps:	# of interviews:	# of declined offers:	Hired:		
333	Police Officer (8 Openings)	12/12/2023	1/18/2024	37	14	2	1	4	0	Hired Brian Steger		
352	Police Officer (7 Openings)	2/2/2024	2/14/2024	12	8	2		6		Hired Justin Berger (Transfer from Street)		
371	Police Officer (5 Openings)	3/18/2024	4/8/2024	21	15	2	8	3		1 in background		
382	Police Officer (3 Openings)	5/6/2024	5/21/2024	15								
334	Lateral Police Officer	12/12/2023	3/6/2024	85	10	1	0	3	0	Hired Robert Kleinholz		
383	Lateral Police Officer (3 Openings)	5/6/2024	Until Filled									
337	Records Clerk	12/20/2023	1/10/2024	21	42	22	13	7	0	Hired Isabell Chadwick (transfer from Court)		
357	Animal Control Officer	2/14/2024	2/25/2024	11	19	11		8	0	Hired Israel Sosa		
378	Animal Control Officer	4/23/2024	5/3/2024	10	10	0		10		Interview Stage		
380	Animal Shelter Volunteer	4/23/2024	5/8/2024	15	9	1	2	6	0	4 in Background		
344	Public Safety Telecommunicator II	1/16/2024	2/6/2024	21	16	0	0	6		Promoted Andrey Little & Angelina Jones		
351	Fleet Shop Technician	1/31/2024	4/25/2024	85	12	5	2	4	0	Hired Krisopher Leggate		
358	Street Maintenance Operator (4 openings)	3/15/2024	4/30/2024	46	13	1	2	10	0	Hired Jessica Grove & Kassi Lara (5/13) & 2 in offered		
365	Solid Waste Operator (3 Openings)	3/6/2024	3/11/2024	5	9	1	2	5	0	Hired Seb Platta		
379	Solid Waste Operator	5/1/2024	5/15/2024	14								
372	Scale Service Representative	3/20/2024	3/27/2024	7	16	9	3	4	0	Hired Ferrell Johnson		
376	Planner	4/4/2024	Until Filled		11	4	1	3		Interview stage		
347	Museum Center Volunteer - GENERAL	1/29/2024	Until Filled		0							
346	Museum Center Volunteer - HISTORY	1/29/2024	Until Filled		1							
360	Museum Center Volunteer - Paleo Collections	3/20/2024	Until Filled		2							
353	Museum Center Volunteer - Fieldwork	3/20/2024	Until Filled		21					21 in Background		
361	Seasonal Buildings & Grounds (12 Openings)	2/22/2024	3/26/2024	33	23	0	8	7	1	Rehired - Bradyn Enderud, Braden Racht, Britton Cranston, Jack Goodall, Caleb Hansen, Mathew Rivinius, Aidon Rodakowski New Hires - Aidan Cline, James Dusharm, Cale Gundlach, Caden Meier, Kendra Kaufman - All positions filled		
356	Seasonal Utility Operator (4 Openings)	3/1/2024	3/4/2024	3	4	0	0	0	0	Rehired - Chris Kislter, Xander Beeson, Dawson Zuroff & Jayden Hartwell - All positions filled		
369	Seasonal Forestry Laborer (3 Openings)	3/13/2024	4/12/2024	30	17	3	10	4	0	Rehired Leon Larson & Lynn Schulz New Hire- Riley Cline		
345	Seasonal Programming Assistant (1 opening)	3/14/2024	4/12/2024	29	12	0	3	9	0	Hired Maci Wehri		
373	Seasonal Museum Worker (2 Openings)	3/28/2024	4/18/2024	21	21	19	0	2	0	Rehired Lauren Ehlis & Matthew Pretzer		
367	Clerk of Court	3/7/2024	3/20/2024	13	17	12	1	4	0	Hired Britney Finlayson (transfer from Fire)		
368	Deputy Clerk of Court I	3/7/2024	3/14/2024	7	23	13	1	9	0	Hired Valarie Lindley		
381	Deputy Clerk of Court II (INTERNAL ONLY)	5/3/2024	5/10/2024	7	1	0	0	1		Interview Stage		

Section 3. Item E.



PO Box 1034 | 3020 Energy Drive | Dickinson, ND 58602-1034
 (800) 932-8740 | (701) 456-9184 | Fax: (701) 456-9168 | www.fisherind.com

Fisher Sand & Gravel Co.
 Arizona Drilling & Blasting
 Fisher Grading & Excavation
 Fisher Ready Mix
 Southwest Asphalt
 Southwest Asphalt Paving
Fisher Sand & Gravel - New Mexico, Inc.
 General Steel and Supply Company
 Southwest Concrete Paving Co.

Quotation

Quotation Submitted To: City of Dickinson
 Mailing Address:
 City, State, Zip Code:
 Phone Number:
 Email:


Project: Landfill
 Project ID:
 Location: Dickinson, ND
 Quote Date: 05/03/2024
 Letting Date: 05/03/2024

PLANNED QTY.	UNIT		UNIT PRICE	PRICE EXTENSION
+/- 8,000.0	Ton	Washed Sand - See Attached Gradation Summary	\$16.00	\$128,000.00
8,000.0	Ton	Optional Delivery	\$9.00	\$72,000.00

Proposed Crushing Date: _____ **BID TOTAL:** **\$200,000.00**

Material Stockpiled In: Badinger Pit Legal Description: _____

Terms: All prices Do include royalty. Prices Do Not include any Sales, TERO, or Use tax.
 Payment and performance bond is not included, but is available for an additional 1/4%.
 All payments are due: 15 days from receipt of owner. All retainage (if applicable)
 is to be released within 90 days from the date the final aggregates are used on the project.
 Payments based on: Scaled weights leaving pit
 This quote may be modified or withdrawn if not accepted within 5 days from date of the quote.
Special Terms: Assume full legal loads delivered in belly dumps.

Presented on behalf of
 Fisher Sand & Gravel Co.


 by: Cory Thompson

Accepted on behalf of
 City of Dickinson

 by: _____ Date: _____



51 South 3rd Ave West
 PO Box 988
 Dickinson, ND 58602-0988

Phone 701.483.9040 Fax 701.483.9148

Date: 5/3/2024 Phone: _____ Fax: _____

To: City of Dickinson attn. Aaron P

Job Location: Baler Bldg Dickinson to Dickinson Landfill

Description	Quantity	Unit of Measure	Unit Price	Total
				\$ -
Haul Material from Baler Bldg to Landfill	1	load	\$88.00	\$ 88.00
				\$ -
**Haul approx 3000 ton @27 ton average per				\$ -
load**				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			Total Bid	\$ 88.00

Notes:
 Assume full legal loads for delivery. Assume others to load, scale, and stockpile unless otherwise hired to do so. Assume others to do road maint and do dust control on all haul roads.

Please sign quote before delivery. Fax to 701.483.9148

Royalty Included? N/A

Prices do not include sales, use or other taxes.
 "Pricing is contingent upon customer obtaining approved credit. Please allow 7-10 days for approval."
 Final Billing will be paid on the scaled weights of all aggregates leaving the site.

Payment Terms: Net 30 days Term of Quote 15 days from above date

Prepared by: Blake H. 701.934.0000 blake@rocksolidexpress.com

Accepted: _____ Date: _____

Public Works

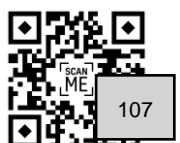
May 15, 2024

RE: Change Order #1 Landfill Cell 3B-5 Project (202313)

The purpose of this change order is to supply the granular drainage layer materials that at was committed by the City of Dickinson for the project outside of the bid submitted by Baranko Brothers. The plan was to utilize chips that were removed as part of the annual street maintenance projects over the past years. After a site assessment of materials available, we are short approximately 6,050 cu yds of drainage materials. To meet the commitment by the City of Dickinson for the project, the following is proposed:

Purchase of 8,000 tons (6,050 cu yds) of wash sand delivered to site:	\$200,000.00
Haul 3,000 ton of crushed concrete/asphalt from the Baler Building for roads:	\$10,000.00
Cost saving from Alternate 2-1 (Class 13 Aggregate Surface):	\$161,882.19
Total requested for this change order:	\$48,117.81

Public Works staff recommendation is to proceed with the change order to ensure the project is completed within the proposed schedule.



Dickinson LF Cell 3B-5 Drainage Layer/Gravel Project Modifications

DM Dennis McAlpine <dmcaldpine@houstoneng.com>
 To [Aaron L. Praus](#)
 Cc [Josh Olheiser](#); [Joshua Skluzacek](#); [Sherwin Wanner](#)

[Reply](#) [Reply All](#) [Forward](#) [...](#)

Tue 5/14/2024 7:45 AM

Pending Change Order #1

Bid

Item	Description	Item Quantity	Units	Unit Price (\$)	Extension (\$)	Notes
BA#2	Class 13 Aggregate	-4800	TON	\$38.45	-\$184,560.00	Remove remaining gravel import/placement from Contract and replace with onsite and City provided materials
New Item	Reuse of gravel material from pad overage	513	TON	\$6.91	\$3,541.51	Remove excess materials form pad and place near entrance to complete 8-inch depth
New Item	Placement of onsite gravel salvage	1,385	TON	\$6.91	\$9,568.15	
New Item	Placement of City provided gravel material from PW	1,385	TON	\$6.91	\$9,568.15	
					-\$161,882.19	Total Contract (DEDUCT) Change Order #1

As it currently stands, we are projecting the gravel modifications would result in a project savings of approximately \$160k. This is a significant change to the contract and would need to be memorialized in a change order.

Also of note is the running tally of the modifications in the contract quantities as result of changed conditions and field order directives (additional waste volume excavated, reduced soil barrier layer as result of waste removals, misc. piping changes). We are currently at a contract adjustment (ADDITION) of \$16k. This additional value does not include the expected adjustment to common excavation (anticipated to be relatively small) and is not reflected in the deduct value of proposed change order #1 above. It is important for you/the Commission to know that we will likely have a second change order at the end of the project to resolve the contract quantities which at present is a contract ADDITION.

Let us know if you have any questions. We will coordinate with Baranko pending your direction to proceed with development of change order #1.

Regards,

Dennis

Dennis McAlpine, PE*
 Senior Civil Engineer | Principal
 O 763.493.4522 | D 763.493.6660

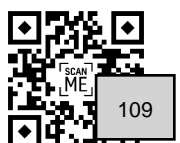
*Licensed in MN, ND, SD

This message shall not be construed as official project information or direction except as expressly provided in the contract documents. This entire message (including all forwards and replies) and any attachments are for the sole use of the intended recipient(s) and may contain proprietary, confidential, trade secret, work-product, attorney-client or privileged information. Any unauthorized review, use, disclosure or distribution is prohibited and may be a violation of law. If you are not the intended recipient, please contact the sender by reply email and destroy all copies of the original message.

- RENAISSANCE ZONE
- **RENAISSANCE ZONE EXTENSION (REN-001-2024)** - To consider a Ten-Year Extension of the City of Dickinson Renaissance Zone Development Plan as adopted on July 1, 2004 and amended on July 23, 2012 and October 2, 2017. May 67, 2019, July 6, 2022, and January 9, 2024
Both the Planning and Zoning Commission and Community Development staff recommend approval.

Steve

City/County Planner



Staff Report

To: Planning and Zoning Commission
From: City of Dickinson Community Development Team
Date: May 8, 2024
Re: **REN-001-2024 Renaissance Zone Development Plan Extension**

APPLICANT

Name: City of Dickinson Development Services
 Address: 38 1st Street West
 City: Dickinson ND 58601

Public Hearing:	May 8, 2024	Planning and Zoning
Final Consideration	May 21, 2024	Commission
		City Commission

EXECUTIVE SUMMARY

City Development Services staff recommends approval of the extending the City Renaissance Zone Development program for 10 additional years.

CONTEXT

A. Background – The Renaissance Zone Program was created by the State of North Dakota as a tool to encourage redevelopment and economic investment in central cities. Created in 1999, the Renaissance Zone Program encourages investment through the use of property, income and financial institution tax incentives.

The Dickinson City Commission approved the original Renaissance Zone Development Plan in January 2004. The City's stated mission of the zone is to create opportunity, encouragement and support to property owners and lessees of properties within the renaissance zone with the anticipation that the business climate and attractiveness of zone buildings is greatly improved.

In 2017, the City of Dickinson revised its Renaissance Zone Development Plan by increasing the size of the City's Zone from 25 blocks to 36 blocks. As there were four government-owned buildings in the expanded Renaissance Zone the City also added four half blocks.

The City of Dickinson’s original 15-year Renaissance Zone memorandum of understanding expired at the end of June, 2019. A memorandum of understanding extending the Renaissance Zone through June, 2024 was approved in June 2019.

As result of the 2020 U.S. Census, the City of Dickinson was able to add two more blocks to its Renaissance Zone. In 2022, the City of Dickinson added a two-block noncontiguous island to its Renaissance Zone.

In 2024, the City of Dickinson amended its Renaissance Zone Development Plan to include the following:

- Increase the tax exemption period for residential rehabilitation projects from five years to eight years;
- Increase the benefit period for commercial projects to eight years if the investment amount is at least 75% of the current true and full value;
- Allow properties that had previously received Renaissance Zone benefits additional benefits after 30 years have lapsed from the completion of the initial project; and
- Allow for two exceptions, or “islands”, to the primary contiguous zone.

During the 2023 session of the North Dakota State Legislature approved several amendments to Chapter 40-63 Renaissance Zone of the North Dakota Century Code. One of those changes allows local governments to extend the term of its Renaissance Zone for 10 years.

B. Analysis

Since 2012, the City of Dickinson has done the following to promote development in downtown Dickinson:

- Completion of a plan for creating a downtown public square;
- Restoration of an existing downtown park;
- Installation of new street trees and decorative light poles;
- Adoption of overlay districts to preserve existing single-family residential structures for either continued use as residences or for conversion to commercial structures;
- Improvement of existing downtown public parking facilities;
- Encouragement of additional private downtown parking facilities;
- Proposal of conversion of an existing parking lot in an entertainment venue; and
- Adoption of downtown district design standards to help create an architectural consistency between new and existing structures in the downtown core.

Additionally, the City of Dickinson actively supports and promotes the Stark Development Corporation façade improvements grant program to assist downtown business and property owners. This program is aimed at downtowns in all Stark County cities.

Upon approval of the proposed ten-year extension the State Department of Commerce and the City will enter into a new memorandum of understanding extending the term of the City's Renaissance Zone program for 10 additional years.

City staff has received letters of support for the proposed Ten-Year Extension of the Renaissance Zone from the following organizations:

- Stark County Commission;
- Dickinson Public Schools School Board; and
- Dickinson Parks and Recreation Board.

Attachment A includes letters of support.

C. PUBLIC INPUT

As of the date of this report, City staff has not received any public comments.

D. STAFF FINDINGS- Staff finds the proposed Ten-Year Extension of the Renaissance Zone consistent with the following objective of Chapter 3-Local Economy and Economic Development of the Dickinson 2035: Roadmap to the Future Comprehensive Plan:

Objective 1: Increase private and city investment in the downtown area to reestablish the downtown as the civic center of the city.

Staff finds the proposed Five-Year Extension of the Renaissance Zone consistent with the following objective of Chapter 4-Land Use of the Dickinson 2035: Roadmap to the Future Comprehensive Plan:

Objective 4: Promote the sustainable redevelopment of the downtown area.

Staff finds the proposed Ten-Year Extension of the Renaissance Zone meets the following mission of the current Renaissance Zone Development Plan:

The mission of the zone is to create opportunity, encouragement, and support to property owners and leases of properties in the Dickinson Renaissance Zone with the anticipation that business climate and the attractiveness of zone buildings is greatly improved.

Based upon those finding, staff would recommend approval of this amendment.

E. Attachments:

- A – Letters of Support

MOTIONS:

*****Approval*****

I move the City of Dickinson Planning and Zoning Commission recommend Approval of the proposed Ten-Year Extension of the City of Dickinson Renaissance Development Plan as being compliant with the City of Dickinson Comprehensive Plan and the City of Dickinson Renaissance Zone Development Plan, as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare.

***** Denial *****

I move the Dickinson Planning and Zoning Commission recommend Denial of the proposed Ten-Year Extension of the City of Dickinson Renaissance Zone as NOT as being compliant with either the City of Dickinson Comprehensive Plan or the City of Dickinson Renaissance Development Plan and not meeting all the requirements of the Dickinson Municipal Code and being contrary to interest of the public health, safety and welfare.

ATTACHMENT A – LETTERS OF SUPPORT

April 8, 2024

Scott Decker
Mayor of the City of Dickinson
38 1st Street East
Dickinson, ND 58601

Dear Mayor Decker,

On April 8, 2024, the Dickinson Park Board received a presentation by City staff regarding the 10-year extension of the City's Renaissance Zone program. The Dickinson Park Board supports the City's proposed 10-year Renaissance Zone program extension. The continued revitalization of Downtown Dickinson, the Villard Street West commercial district, and the Prairie Hills commercial area, as well as the addition of new businesses and the expansion of existing ones in those areas provides benefits to the City of Dickinson, all of Stark County and to the region as well.

The Dickinson Park Board is also aware the City has amended its Renaissance Zone Development Plan to incorporate the following changes to N.D.C.C. 46-63:

- The tax exempt period for an owner-occupied residential property has been increased from five years to eight years;
- The tax exemption for a commercial property may be extended for up to eight years if the investment amount is at least 75% of the current true and full value of the property; and
- properties that have previously received renaissance zone benefits may be eligible for additional benefits after thirty years have lapsed from the completion of the initial project.

Sincerely,



Scott Karsky, President

Dickinson Park Board

BOARD OF COMMISSIONERS
DEAN FRANCHUK, CHAIRMAN
NEAL MESSER, VICE CHAIR
BERNIE MARSH
PAUL CLARYS
CORY WHITE



AUDITOR
KAREN RICHARD

DEPUTY AUDITOR
LANA JAHNER

PO Box 130
Dickinson, ND 58602-0130
www.starkcountynd.gov

Phone: (701) 456-7630
Fax: (701) 456-7634

April 3, 2024

Scott Decker
Mayor of the City of Dickinson
38 1st Street East
Dickinson, ND 58601

Dear Mayor Decker,

On April 2, 2024, the Stark County Commission received a presentation by City staff regarding the 10-year extension of the City’s Renaissance Zone program. The Stark County Commission supports the City’s proposed 10-year Renaissance Zone program extension. The continued revitalization of Downtown Dickinson, the Villard Street West commercial district, and the Prairie Hills commercial area, as well as the addition of new businesses and the expansion of existing ones in those areas, provides benefits to all of Stark County and to the region as well.

The Stark County Commission is also aware the City amended its Renaissance Zone Development Plan to incorporate the following changes to N.D.C.C. 46-63:

- The tax-exempt period for an owner-occupied residential property has been increased from five years to eight years;
- The tax exemption for a commercial property may be extended for up to eight years if the investment amount is at least 75% of the current true and full value of the property; and
- Properties that have previously received renaissance zone benefits may be eligible for additional benefits after thirty years have lapsed from the completion of the initial project.

Sincerely,

Dean Franchuk, Chair
Stark County Commission

April 15, 2024

The Honorable Scott J. Decker
Mayor of the City of Dickinson
99-2nd Street East
Dickinson, ND 58601

Dear Mayor Decker:

On March 11, 2024, the school board of the Dickinson Public Schools received a presentation from Mr. Steve Josephson regarding expansion of the Renaissance Zone in downtown Dickinson. The short-term impact for the school district of the expansion was clearly explained as well as the potential long-term benefits. Succinctly, after discussion the school board determined that the long-term benefit clearly outweighs the short-term impact.

The Dickinson Public School Board is also aware the City amended its Renaissance Zone Development Plan to incorporate the following changes to N.D.C.C. 46-63.

- The tax-exempt period for an owner-occupied residential property has been increased from five years to eight years;
- The tax exemption for a commercial property may be extended for up to eight years if the investment amount is at least 75% of the current true and full value of the property; and
- Properties that have previously received renaissance zone benefits may be eligible for additional benefits after thirty years have lapsed from the completion of the initial project.

The potential for assisting in the revitalization of the downtown area is an exciting possibility. A vibrant downtown business community improves the appeal of the City of Dickinson and benefits all governmental agencies of the city. The purpose of this correspondence is to verify that the Dickinson Public Schools Board of Education enthusiastically endorses the expansion of the Renaissance Zone. If there is anything the school board can do to assist with this project, please do not hesitate to contact the superintendent, Dr. Marcus Lewton, at mlewton@dpsnd.org.

Sincerely,



Kimberly Schwartz
Board of Education Vice President

RESOLUTION NO.

**A RESOLUTION PROVIDING FOR THE TEN-YEAR EXTENSION OF THE CITY OF
DICKINSON RENAISSANCE ZONE**

WHEREAS, the City of Dickinson recognizes the need to encourage investment within a defined geographic area of its jurisdiction that needs to be revitalized; and

WHEREAS, the Renaissance Zone Act (North Dakota Century Code §40-63) authorizes cities to apply to the Division of Community Services (“DCS”) for the designation of an area within their respective political boundaries as a Renaissance Zone and, as a precondition of such application, to enact a resolution which provides within the designated and approved Renaissance Zone state and local income tax and local property tax exemptions, and historical tax credits, which resolution will be contingent upon DCS approval of the application; and

WHEREAS, the City of Dickinson has established such a Renaissance Zone and adopted a Renaissance Zone Development Plan; and

WHEREAS, enactment of such exemptions and credits have in the past and will continue to result in improving the economic, physical, and social conditions within the Renaissance Zone; and

WHEREAS, North Dakota Century Code 40-63 states the initial duration of a Renaissance Zone may not exceed 15 years; and

WHEREAS, in 2004 the City of Dickinson and the DCS entered into a memorandum of agreement that was set to expire on June 30, 2019; and

WHEREAS, in 2019 the City of Dickinson and the DCS entered into a memorandum of agreement that allowed the City of Dickinson to extend the duration of its Renaissance Zone for five years that is set to expire on June 30, 2024;

WHEREAS, North Dakota Century Code 40-63 was amended to allow a city to make application to the DCS to extend the duration of the Renaissance Zone in 10-year increments; and

WHEREAS, the City of Dickinson has identified areas within the City that would benefit from the extension of its Renaissance Zone program for an additional 10 years; and

WHEREAS, the City of Dickinson has updated its Renaissance Zone Development Plan, and has secured letters of support from the Dickinson Public School District, from the Stark County Commission, and the Dickinson Park Board; and

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners that, contingent upon DCS approval, the City shall extent its Renaissance Zone Program for an additional 10 years beginning on July 1, 2024.

Dated this __ day of May, 2024.

Scott Decker, President
Board of City Commissioners

ATTEST:

Dustin Dassinger, City Administrator

RESOLUTION NO. - 2024

A RESOLUTION APPROVING THE EXTENSTION THE RENAISSANCE ZONE DEVELOPMENT PLAN

WHEREAS, the City of Dickinson recognizes the need to encourage investment within a defined geographic area of its jurisdiction that needs to be revitalized; and

WHEREAS, the Renaissance Zone Act (North Dakota Century Code §40-63) authorizes cities to establish Renaissance Zones; and

WHEREAS, the City of Dickinson adopted a Renaissance Zone Development Plan on July 1, 2004 and has amended said Plan on July 23, 2012 and October 2, 2017, May 7, 2019, July 6, 2022, and January 9, 2024; and

WHEREAS, in 2023 the North Dakota State Legislature approved several amendments to Chapter 40-63 of the North Dakota Century Code. One of which allows local governments to extend the term of its Renaissance Zone for ten years; and

WHEREAS, the Renaissance Zone Development Plan is currently set to expire in June of 2024.

WHEREAS, the Board of City Commissioners desire to extend its Renaissance Zone Development Plan pursuant to Chapter 40-63 of the North Dakota Century Code.

NOW, THEREFORE, BE IT RESOLVED by the Board of City Commissioners that the City of Dickinson Renaissance Zone Development Plan shall be extended to June 1, 2034.

Dated this ____ day of May, 2024.

Scott Decker, President
Board of City Commissioners

ATTEST:

Dustin Dassinger, City Administrator



Engineering Memorandum

May 17, 2023

RE: May 21st City Commission Meeting

2024 Sidewalk Improvement District – Contract Award

For your consideration is the contract bid award for the 2024 Sidewalk Improvement District. The bid opening took place on Friday May 17, 2024 at City Hall. The work related to this bid is to be completed on an as requested basis from the citizens and on an as needed basis by the City of Dickinson staff. The bid form includes a variety of likely bid items with unit prices to be utilized through the 2024 construction season. There are no guarantees of any of these bid items to be utilized completely. The approved 2024 budget for the Sidewalk Improvement District is \$100,000.00.

This sidewalk improvement district of the City of Dickinson Resolution was created at the April 2, 2024 City Commission meeting which authorized the improvements and assessments. This mechanism will allow citizens to make improvements to sidewalks, curbs, gutters and driveways which are within the street right of way through a voluntary special assessment process and have the cost thereof assessed as special assessments against the improved parcel, upon compliance with certain requirements of the City. This resolution created the legal authority for the City of Dickinson 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 and Dickinson Municipal Code § 33.04.180 which will encompass all property within the corporate limits of the City of Dickinson. This is a voluntary program, and no property owner will be required to participate in this district. These improvements to sidewalks, curbs, gutters, and driveways as provided in this resolution are limited to developed properties. Property owners engaging in new construction will not be eligible to participate in sidewalk improvement district.

Construction will occur during the construction season of 2024.

The city engineering staff recommends approval.





FISHER EAST SIDE THIRD ADDITION SUBDIVISION STAFF REPORT

To: City of Dickinson Planning & Zoning Commission
From: City of Dickinson Planning Department
Date: May 8, 2024
Re: **FLP-009-2024 Fisher East Side Third Addition Minor Plat**

OWNER/APPLICANT

Venture Commercial, LLC
 P.O. Box 1316
 Dickinson, ND, 58601
 Venturehomesnd.aaron@gmail.com
 701 290 1298

APPLICANT'S REPRESENTATIVE

Andrew Schrank
 Highlands Engineering
 319 24th Street East
 Dickinson ND 58601
 Schrank@highlandseng.com
 701 483 2444

Public Hearing	May 8, 2024	Planning and Zoning Commission
Final Consideration	May 21, 2024	City Commission

EXECUTIVE SUMMARY

Request

The applicant is requesting a preliminary final plat for the Fisher East Side Third Addition Subdivision being a Replat of Lot 1A, Block 4, of Fisher East Side Second Subdivision Section 2, Township 139 North, Range 96 West, of the 5th Principal Meridian, City of Dickinson, Stark County, North Dakota. The 0.65-acre property is generally located on the southeast corner of 15th Avenue East and Carroll Street. The applicant intends to create two lots for residential development.

CURRENT ZONING	R2
FUTURE LAND USE MAP DESIGNATION	RESIDENTIAL
GROSS SITE ACREAGE	0.65
LOTS PROPOSED	2

NEARBY ZONING & LAND USE		
Direction	Zoning	Land Use
North	R2	Undeveloped
East	R3	Multi-family residential

South	R2	Undeveloped
West	R1	Single-family residential

Compliance with Zoning and Subdivision Regulations: In Section 34.030 of the Subdivision of Land chapter of the City's Municipal Code, a minor subdivision plat is defined as follows:

A subdivision, platted pursuant to NDCC §40-50.1, that meets all of the following criteria:

- a. Does not require the dedication of public rights-of-way or the construction of new public streets or public infrastructure;*
 - b. Does not land-lock or otherwise impair convenient ingress and egress to or from the rear or side of the subject tract or any adjacent property;*
 - c. Does not violate any local, state or federally-adopted law, ordinance, regulation, plan or policy.*
- 4. Consists of four lots or less.*

The proposed Fisher East Side Third Addition Subdivision meets the definition of a minor subdivision (preliminary/final) plat. Also, as per Section 34.030 of the City's Municipal Code does not allow a lot split on a property that had been previously created through the administrative process. A lot split has already been completed for the Current Lot 1A which is why the minor subdivision (preliminary/final) plat is required. The applicant proposes to subdivide the existing lot into a 14, 814 square foot lot and a 13,622 square foot lot. According to Table 4-3a, as found in Chapter 39.04 of the Zoning Ordinance; the minimum lot areas for an R-2 lot are as follows:

- Single-family detached-7,000 square feet;
- Single-family attached-4,000 square feet;
- Duplex-10,000 square feet; and
- Townhouse and multi-family up to 4 units- 7,000 for the first unit and 3,000 thereafter.

The two proposed lots meet the R-2 minimum lot area requirements as found in Chapter 39 Zoning.

Staff Recommendation: City of Dickinson Community Development Services staff recommends approval of this request.

Public Input: As of the date of this report, City staff has not received any public comments.

MOTIONS:

*****Approval*****

*"I move the City of Dickinson Planning and Zoning Commission recommend approval of **FLP-009-2024 Fisher East Side Third Addition Subdivision** 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 **FLP-009-2024 Fisher East Side Third Addition Subdivision** as NOT meeting all the requirements of the Dickinson Municipal Code and as being contrary to interest of the public health, safety and welfare."*



Transmittal Letter

To: Joshua Skluzacek – Development Director
City of Dickinson
38 1st Street West
Dickinson, ND 58601

From: Andrew Schrank, PE
Highlands Engineering
319 24th Street East
Dickinson, ND 58601
701.483.2444
schrank@highlandseng.com

Date: March 27, 2024

Re: Minor Plat Application – Fisher East Side 3rd Addition

Message: Enclosed you will find the following Minor Plat application documents for the above referenced project being submitted for consideration at the May Planning and Zoning Meeting:

- Written Statement (included, below)
- Deed for the Property
- Preliminary Plat drawing with Aerial Imagery Overlay
- Final Plat drawing
- Mathematical solution for closure of lots
- City Flood Map of the Plat Area
- City Utility Map of the Plat Area

WRITTEN STATEMENT

General Project Description

The proposed minor plat application for Fisher East Side 3rd Addition is intended to split the current Lot 1A into two lots for residential development. Since an irregular plat has already been approved for this property, this parcel is being subdivided through the minor plat process as required by City Ordinances. This property is currently zoned Medium Density Residential (R2), so no change in zoning will be required to complete this application request. This subdivision is also located within the City's Corporate Limits. The northern lot proposed by this plat, Lot 2, already has a water and sanitary sewer service stubbed into it. The southern lot, Lot 1, will require a new water and sanitary sewer service connection from the existing mains in 15th Ave E on the east side of this lot. The owner does not own or intend to purchase surrounding property. We have not informed neighboring properties of this request. This application is being submitted in accordance with local, state, and federal requirements to the best of our knowledge.

Your consideration of this request is greatly appreciated. Feel free to contact me for any additional information or questions regarding this submittal. Thank You!



Andrew Schrank, PE, CFM
Highlands Engineering

FISHER EAST SIDE THIRD ADDITION

BEING A REPLAT OF LOT 1A, BLOCK FOUR (4), FISHER EAST SIDE SECOND SUBDIVISION SECTION TWO (2), T 139N, R96W, OF THE 5TH PRINCIPAL MERIDIAN CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA

LEGAL DESCRIPTION

A PARCEL OF LAND BEING A REPLAT OF LOT ONE A (1A), BLOCK FOUR (4), FISHER EAST SIDE SECOND SUBDIVISION LOCATED IN THE EAST HALF OF THE SOUTHWEST QUARTER (E/2SW/4) OF SECTION TWO (2), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-SIX WEST (R96W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT ONE A (1A) BEING A FOUND REBAR; THENCE N 00°04'55" W ALONG THE WEST LINE OF SAID LOT ONE A (1A), A DISTANCE OF 141.98 FEET TO A SET REBAR AND CAP LS-5466; THENCE N 89°55'11" E LEAVING SAID WEST LINE, A DISTANCE OF 200.35 FEET TO A SET REBAR AND CAP LS-5466 ON THE EAST LINE OF SAID LOT ONE A (1A); THENCE S 00°02'10" E ALONG SAID EAST LINE, A DISTANCE OF 141.98 FEET TO A SET REBAR AND CAP LS-5466 AT THE SOUTHEAST CORNER OF SAID LOT ONE A (1A); THENCE S 89°55'11" W ALONG THE SOUTH LINE OF SAID LOT ONE A (1A), A DISTANCE OF 200.23 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 0.65 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

SURVEYOR'S CERTIFICATE

I, KC HOMISTON, REGISTERED PROFESSIONAL LAND SURVEYOR, LS-5466, FOR HIGHLANDS ENGINEERING AND SURVEYING, PLLC, RESIDING AT 319 24TH STREET EAST, DICKINSON, N.D., DO HEREBY CERTIFY THAT THE FISHER EAST SIDE THIRD ADDITION PLAT SHOWN HEREON IS A CORRECT REPRESENTATION OF THE SURVEY, THAT ALL DISTANCES ARE CORRECT, MONUMENTS ARE PLACED IN THE GROUND AS SHOWN, THAT THE OUTSIDE BOUNDARY LINES ARE CORRECTLY DESIGNATED ON THE PLAT AND WAS MADE BY ME, OR UNDER MY DIRECTION, AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME:

KC HOMISTON, LS-5466

STATE OF _____ }
COUNTY OF _____ } SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED KC HOMISTON, TO ME KNOWN TO BE THE SAME PERSONS DESCRIBED IN AND THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND SEVERALLY ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES: _____
RESIDING AT COUNTY OF _____, STATE OF _____

PROPRIETOR'S CERTIFICATE

I, AARON GRINSTEINER, AUTHORIZED REPRESENTATIVE OF VENTURE HOMES, LLC, RESIDING AT 4566 WEST RIDGE DRIVE, DICKINSON, ND 58601, THE OWNER AND PROPRIETOR OF PROPERTY LYING IN LOT ONE A (1A), BLOCK FOUR (4) OF FISHER EAST SIDE SECOND SUBDIVISION LOCATED IN SECTION TWO (2), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-SIX WEST (R96W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA, ON THIS PLAT SHOWN HEREON AND DESCRIBED IN THE SURVEYOR'S CERTIFICATE, DO HEREBY DECLARE THAT I HAVE CAUSED THE SAME TO BE SURVEYED AS SHOWN ON THE ACCOMPANYING PLAT, AND DO HEREBY DEDICATE ALL EASEMENTS AND PUBLIC RIGHT OF WAY AS SHOWN TO PUBLIC USE FOREVER.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME:

AARON GRINSTEINER - VENTURE HOMES, LLC

STATE OF _____ }
COUNTY OF _____ } SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED AARON GRINSTEINER, TO ME KNOWN TO BE THE SAME PERSON DESCRIBED IN AND THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND SEVERALLY ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES: _____
RESIDING AT COUNTY OF _____, STATE OF _____

CITY OF DICKINSON COMMISSION APPROVAL

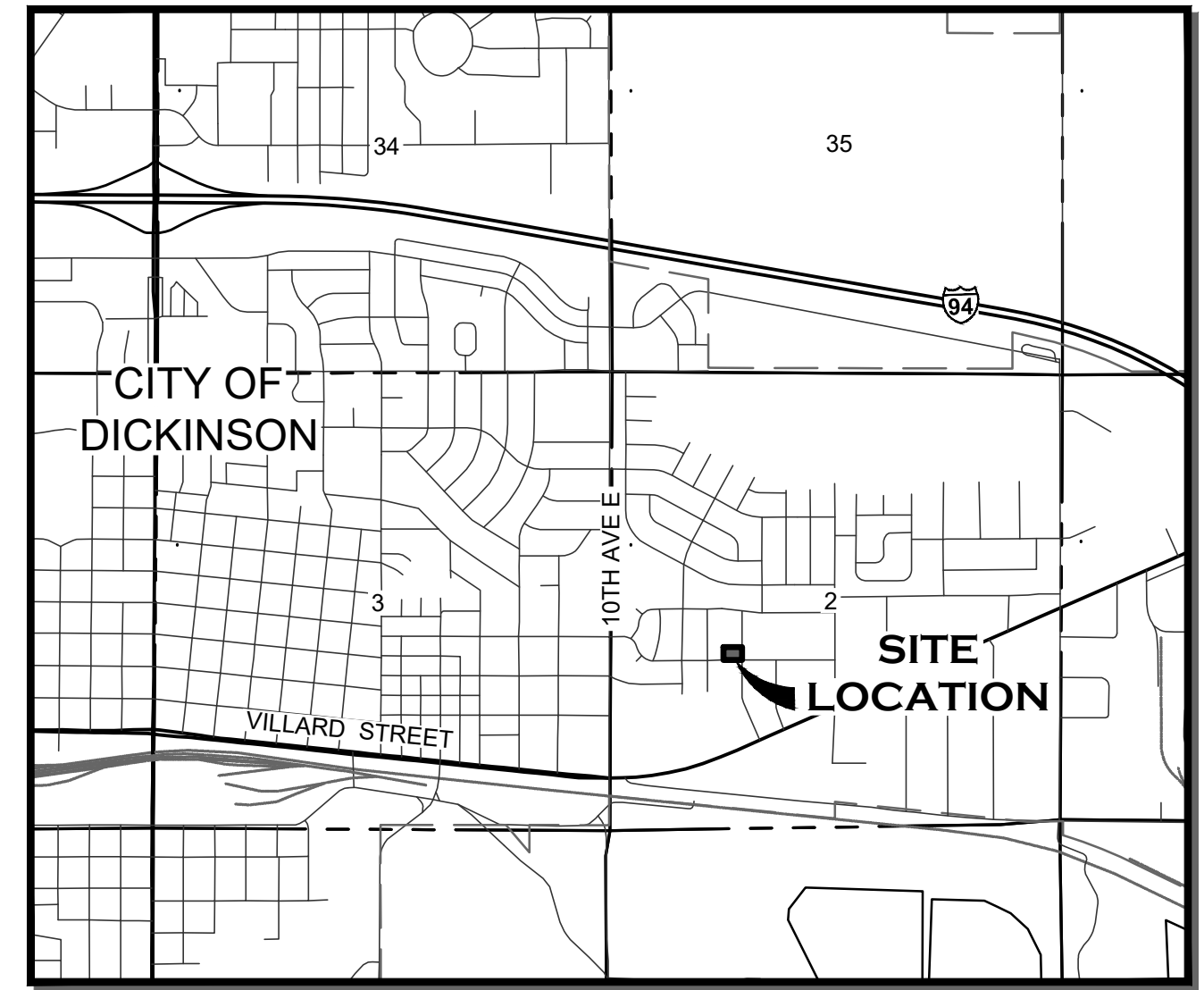
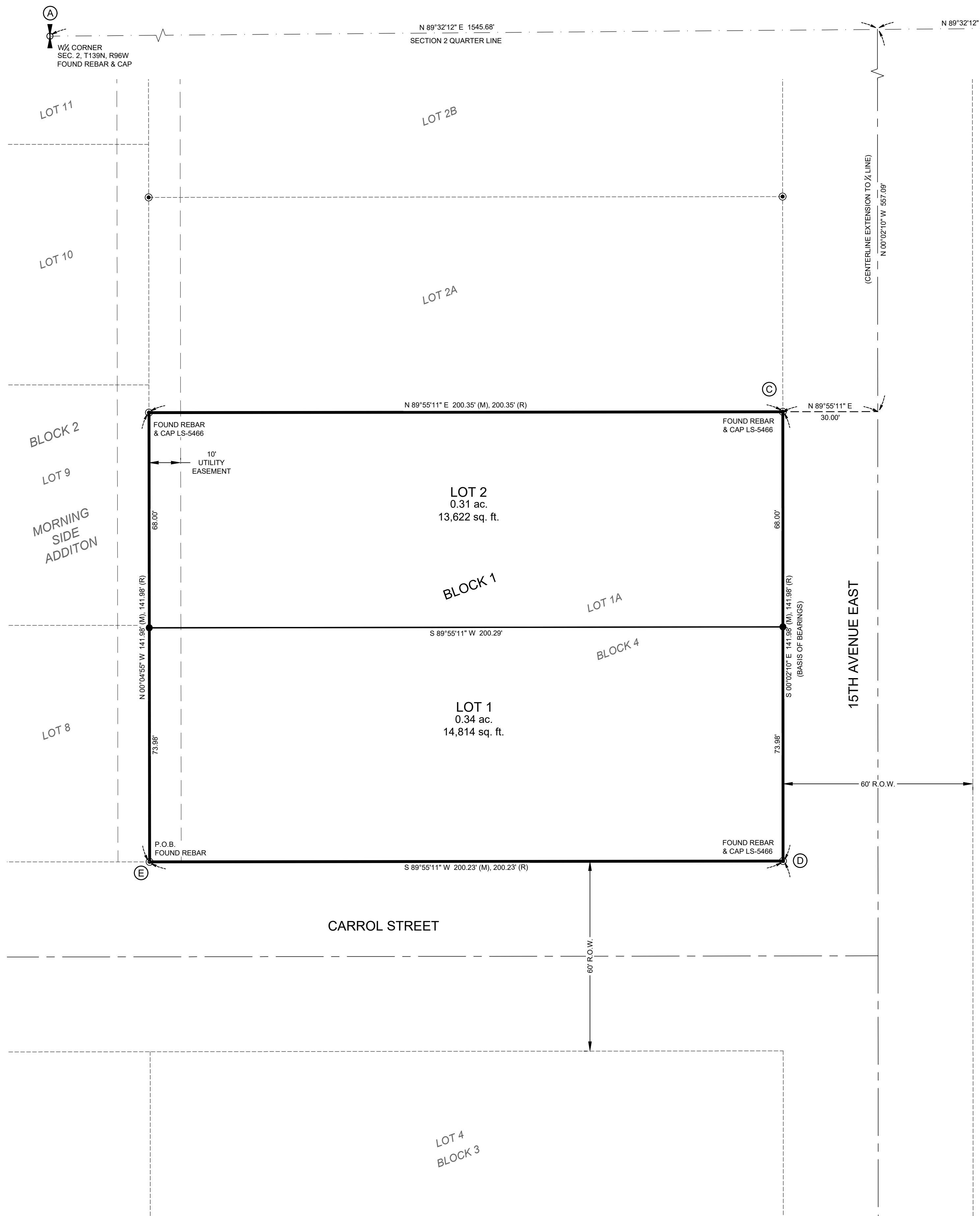
PRESIDENT DATE: _____

CITY ENGINEER APPROVAL

CITY ENGINEER DATE: _____

CITY PLANNING COMMISSION APPROVAL

SECRETARY DATE: _____



VICINITY MAP
1" = 2000'

LEGEND

- PROPERTY BOUNDARY
- PROPOSED LOTS
- - - - - EXISTING LOTS
- FOUND MONUMENT
- SET #5, 18-INCH REBAR & CAP
- QUARTER OR SIXTEENTH LINE
- ⊕ CENTER SECTION CORNER
- ⊕ QUARTER CORNER
- - - - - EXISTING EASEMENTS
- - - - - CENTERLINE

STATE PLANE COORDINATES
NAD 83 (86), SOUTH ZONE
U.S. FOOT, GRID DISTANCE

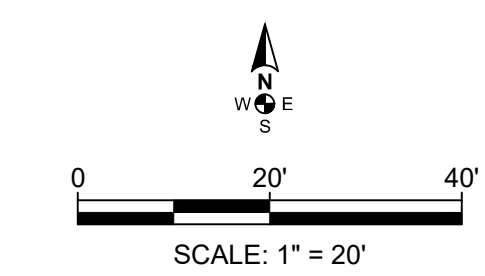
POINT	NORTHING (FT)	EASTING (FT)
(A)	451,876.91	1,401,308.16
(B)	451,821.49	1,403,938.40
(C)	451,288.43	1,402,807.36
(D)	451,146.54	1,402,803.31
(E)	451,152.09	1,402,603.19

NOTES

- 1) THIS SUBDIVISION IS LOCATED OUTSIDE THE 0.2% ANNUAL CHANCE FLOOD AREA AS SHOWN BY ZONE "X" OF FEMA FLOOD INSURANCE RATE MAP (FIRM) NUMBER 38089C0194E, PANEL 194 OF 850, WITH AN EFFECTIVE DATE OF NOVEMBER 4, 2010.

SURVEY NOTES

- 1) DISTANCES SHOWN ARE MEASURED GROUND DISTANCES, INTERNATIONAL FOOT, DERIVED FROM A LOCAL COORDINATE SYSTEM.
- 2) VERTICAL DATUM: NAVD 88
- 3) DATE OF LATEST FIELD WORK: MARCH 20, 2024
- 4) THE BASIS OF BEARINGS FOR THIS SURVEY IS THE EAST LINE OF LOT ONE A (1A), BLOCK FOUR (4), FISHER EAST SIDE SECOND SUBDIVISION WITH THE BEARING BEING S 00°02'10" E, THAT WAS LOCATED BY A GPS OBSERVATION FROM LAT: 46°54'28.09993" / LONG: 102°46'51.54681", BEARINGS ARE BASED ON TRUE NORTH AT THIS LOCATION.



HIGHLANDS ENGINEERING
319 24TH STREET EAST, DICKINSON, ND 58601
OFFICE: 701.483.2444 | WWW.HIGHLANDSENG.COM

PROJECT NUMBER: 241273	SCALE: 1"=20'
DRAWN BY: AJA	DATE: 03/22/24

FISHER EAST SIDE THIRD ADDITION

BEING A REPLAT OF LOT 1A, BLOCK FOUR (4), FISHER EAST SIDE SECOND SUBDIVISION SECTION TWO (2), T139N, R96W, OF THE 5TH PRINCIPAL MERIDIAN CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA

LEGAL DESCRIPTION

A PARCEL OF LAND BEING A REPLAT OF LOT ONE A (1A), BLOCK FOUR (4), FISHER EAST SIDE SECOND SUBDIVISION LOCATED IN THE EAST HALF OF THE SOUTHWEST QUARTER (E/2SW/4) OF SECTION TWO (2), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-SIX WEST (R96W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT ONE A (1A) BEING A FOUND REBAR; THENCE N 00°04'55" W ALONG THE WEST LINE OF SAID LOT ONE A (1A), A DISTANCE OF 141.98 FEET TO A SET REBAR AND CAP LS-5466; THENCE N 89°55'11" E LEAVING SAID WEST LINE, A DISTANCE OF 200.35 FEET TO A SET REBAR AND CAP LS-5466 ON THE EAST LINE OF SAID LOT ONE A (1A); THENCE S 00°02'10" E ALONG SAID EAST LINE, A DISTANCE OF 141.98 FEET TO A SET REBAR AND CAP LS-5466 AT THE SOUTHEAST CORNER OF SAID LOT ONE A (1A); THENCE S 89°55'11" W ALONG THE SOUTH LINE OF SAID LOT ONE A (1A), A DISTANCE OF 200.23 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 0.65 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

SURVEYOR'S CERTIFICATE

I, KC HOMISTON, REGISTERED PROFESSIONAL LAND SURVEYOR, LS-5466, FOR HIGHLANDS ENGINEERING AND SURVEYING, PLLC, RESIDING AT 319 24TH STREET EAST, DICKINSON, N.D., DO HEREBY CERTIFY THAT THE FISHER EAST SIDE THIRD ADDITION PLAT SHOWN HEREON IS A CORRECT REPRESENTATION OF THE SURVEY, THAT ALL DISTANCES ARE CORRECT, MONUMENTS ARE PLACED IN THE GROUND AS SHOWN, THAT THE OUTSIDE BOUNDARY LINES ARE CORRECTLY DESIGNATED ON THE PLAT AND WAS MADE BY ME, OR UNDER MY DIRECTION, AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME:

KC HOMISTON, LS-5466

STATE OF _____ }
COUNTY OF _____ } SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED KC HOMISTON, TO ME KNOWN TO BE THE SAME PERSONS DESCRIBED IN AND THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND SEVERALLY ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES: _____
RESIDING AT COUNTY OF _____, STATE OF _____

PROPRIETOR'S CERTIFICATE

I, AARON GRINSTEINER, AUTHORIZED REPRESENTATIVE OF VENTURE HOMES, LLC, RESIDING AT 4566 WEST RIDGE DRIVE, DICKINSON, ND 58601, THE OWNER AND PROPRIETOR OF PROPERTY LYING IN LOT ONE A (1A), BLOCK FOUR (4) OF FISHER EAST SIDE SECOND SUBDIVISION LOCATED IN SECTION TWO (2), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-SIX WEST (R96W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA, ON THIS PLAT SHOWN HEREON AND DESCRIBED IN THE SURVEYOR'S CERTIFICATE, DO HEREBY DECLARE THAT I HAVE CAUSED THE SAME TO BE SURVEYED AS SHOWN ON THE ACCOMPANYING PLAT, AND DO HEREBY DEDICATE ALL EASEMENTS AND PUBLIC RIGHT OF WAY AS SHOWN TO PUBLIC USE FOREVER.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME:

AARON GRINSTEINER - VENTURE HOMES, LLC

STATE OF _____ }
COUNTY OF _____ } SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED AARON GRINSTEINER, TO ME KNOWN TO BE THE SAME PERSON DESCRIBED IN AND THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND SEVERALLY ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES: _____
RESIDING AT COUNTY OF _____, STATE OF _____

CITY OF DICKINSON COMMISSION APPROVAL

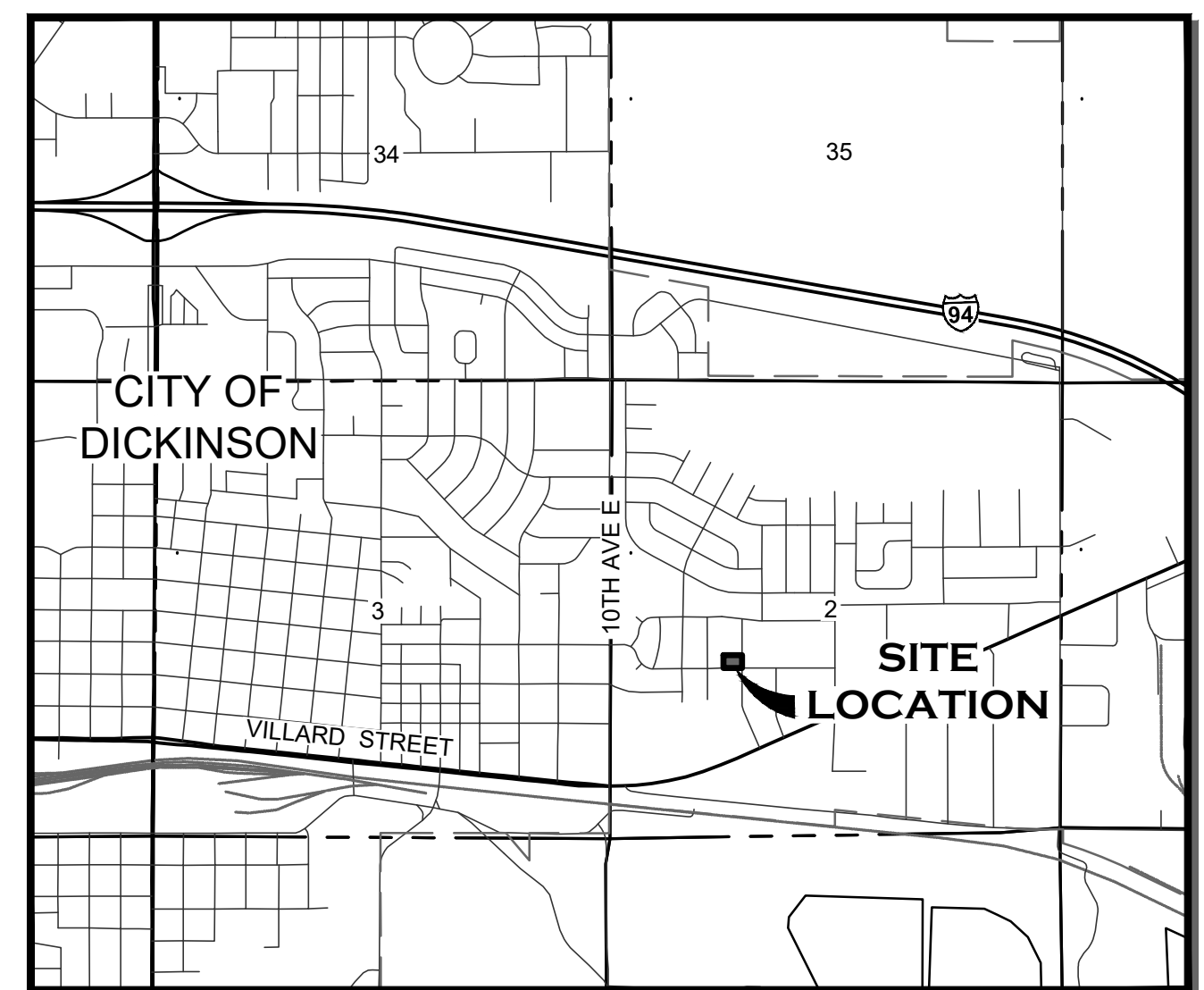
PRESIDENT DATE: _____

CITY ENGINEER APPROVAL

CITY ENGINEER DATE: _____

CITY PLANNING COMMISSION APPROVAL

SECRETARY DATE: _____



VICINITY MAP
1" = 2000'

LEGEND

- PROPERTY BOUNDARY
- PROPOSED LOTS
- - - - - EXISTING LOTS
- FOUND MONUMENT
- SET #5, 18-INCH REBAR & CAP
- - - - - STAMPED "HIGHLANDS LS-5466"
- - - - - QUARTER OR SIXTEENTH LINE
- ⊕ CENTER SECTION CORNER
- ⊕ QUARTER CORNER
- - - - - EXISTING EASEMENTS
- CENTERLINE
- BUILDING SETBACK

STATE PLANE COORDINATES

NAD 83 (86), SOUTH ZONE
U.S. FOOT, GRID DISTANCE

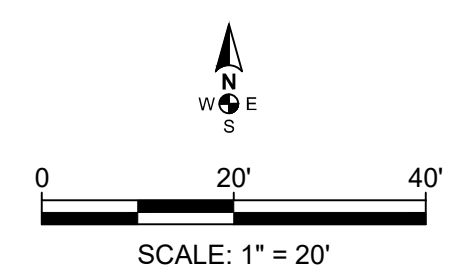
POINT	NORTHING (FT)	EASTING (FT)
(A)	451,876.91	1,401,308.16
(B)	451,821.49	1,403,938.40
(C)	451,288.43	1,402,807.36
(D)	451,146.54	1,402,803.31
(E)	451,152.09	1,402,603.19

NOTES

- THIS SUBDIVISION IS LOCATED OUTSIDE THE 0.2% ANNUAL CHANCE FLOOD AREA AS SHOWN BY ZONE "X" OF FEMA FLOOD INSURANCE RATE MAP (FIRM) NUMBER 38089C0194E, PANEL 194 OF 850, WITH AN EFFECTIVE DATE OF NOVEMBER 4, 2010.

SURVEY NOTES

- DISTANCES SHOWN ARE MEASURED GROUND DISTANCES, INTERNATIONAL FOOT, DERIVED FROM A LOCAL COORDINATE SYSTEM.
- VERTICAL DATUM: NAVD 88
- DATE OF LATEST FIELD WORK: MARCH 20, 2024
- THE BASIS OF BEARINGS FOR THIS SURVEY IS THE EAST LINE OF LOT ONE A (1A), BLOCK FOUR (4), FISHER EAST SIDE SECOND SUBDIVISION WITH THE BEARING BEING S 00°02'10" E, THAT WAS LOCATED BY A GPS OBSERVATION FROM LAT: 46°54'28.09993" / LONG: 102°46'51.54681". BEARINGS ARE BASED ON TRUE NORTH AT THIS LOCATION.



HIGHLANDS ENGINEERING
319 24TH STREET EAST, DICKINSON, ND 58601
OFFICE: 701.483.2444 | WWW.HIGHLANDSENG.COM

PROJECT NUMBER: 241273	SCALE: 1"=20'
DRAWN BY: AJA	DATE: 03/22/24

RESOLUTION NO: _____ - 2024

**A RESOLUTION APPROVING FINAL PLAT ENTITLED
FISHER’S EAST SIDE THIRD ADDITION
STARK COUNTY, NORTH DAKOTA**

WHEREAS, application has been made to the Board of City Commissioners for the approval of a final plat of **FISHER’S EAST SIDE THIRD ADDITION**

A PARCEL OF LAND BEING A REPLAT OF LOT ONE A (1A), BLOCK FOUR (4), FISHER EAST SIDE SECOND SUBDIVISION LOCATED IN THE EAST HALF OF THE SOUTHWEST QUARTER (E12SW14) OF SECTION TWO (2), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-SIX WEST (R96W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH.P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT ONE A (1A) BEING A FOUND REBAR; THENCE N 00°04'55" W ALONG THE WEST LINE OF SAID LOT ONE A (1A), A DISTANCE OF 141.98 FEET TO A SET REBAR AND CAP LS-5466; THENCE N 89°55'11" E LEAVING SAID WEST LINE, A DISTANCE OF 200.35 FEET TO A SET REBAR AND CAP LS-5466 ON THE EAST LINE OF SAID LOT ONE A (1A); THENCE S 00°02'10" E ALONG SAID EAST LINE, A DISTANCE OF 141.98 FEET TO A SET REBAR AND CAP LS-5466 AT THE SOUTHEAST CORNER OF SAID LOT ONE A (1A); THENCE S 89°55'11" W ALONG THE SOUTH LINE OF SAID LOT ONE A (1A), A DISTANCE OF 200.23 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 0.65 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

WHEREAS, the Planning Commission held a public hearing on said plat in compliance with State Statute, at which time the final plat was given final approval and recommended to the Board of City Commissioners.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the property known as the **FISHER’S EAST SIDE THIRD ADDITION** Stark County, North Dakota, be and the same is hereby approved upon condition that the proposed streets, water and sewage and other utility facilities be in accordance with the City of Dickinson and Stark County regulation codes and as indicated on the final plat, and procedures acceptable to the Board of City Commissioners.

Dated this _____ day of May 2024.

Scott Decker, President
Board of City Commission

ATTEST:

Dustin Dassinger, City Administrator



SULLIVAN FIRST SUBDIVISION STAFF REPORT

To: City of Dickinson Planning & Zoning Commission
From: City of Dickinson Planning Department
Date: May 8, 2024
Re: **FLP-011-2024 Sullivan First Subdivision**

OWNER/APPLICANT

James Sullivan
 Sullivan Properties, Inc.
 P.O. Box 1496
 Dickinson, ND, 58601
 Baklot5@gmail.com
 701 571-5970

APPLICANT'S REPRESENTATIVE

Jeremy Wood
 Northern Plains Engineering
 441 23rd Street West
 Dickinson, ND 58601
 Jwood@nplainseng
 701 690-8076

Public Hearing	May 8, 2024	Planning and Zoning Commission
Final Consideration	May 21, 2024	City Commission

EXECUTIVE SUMMARY

Request

The applicant is requesting a preliminary final plat for the Sullivan First Subdivision being a Replat of Lot 2B, Block 4 of Country Oaks Estates Second Addition. The 0.325-acre property is generally located on the south side of 24th Street West approximately 185 east of Country Oaks Drive. The applicant wishes to create three separate lots for three townhome units. The proposed lots range in area from 3,375 square feet to 5,626 square feet.

CURRENT ZONING	R3
FUTURE LAND USE MAP DESIGNATION	RESIDENTIAL
GROSS SITE ACREAGE	0.3250
LOTS PROPOSED	3

NEARBY ZONING & LAND USE		
Direction	Zoning	Land Use
North	R2	Undeveloped
East	R3	Undeveloped

South	R3	Single-family attached
West	R3	Multi-family residential

Compliance with Zoning and Subdivision Regulations: The current Lot 2B, Block 4 was created through an administrative lot split (a.k.a. an Irregular Plat).

In Section 34.030 of the Subdivision of Land chapter of the City's Municipal Code, a minor subdivision plat is defined as follows:

A subdivision, platted pursuant to NDCC §40-50.1, that meets all of the following criteria:

- a. Does not require the dedication of public rights-of-way or the construction of new public streets or public infrastructure;*
 - b. Does not land-lock or otherwise impair convenient ingress and egress to or from the rear or side of the subject tract or any adjacent property;*
 - c. Does not violate any local, state or federally-adopted law, ordinance, regulation, plan or policy.*
- 4. Consists of four lots or less.*

The proposed Sullivan First Subdivision meets the definition of a minor subdivision (preliminary/final) plat. Also, as per Section 34.030 of the City's Municipal Code does not allow a lot split on a property that had been previously created through the administrative process. A lot split has already been completed for the Current Lot 2B which is why the minor subdivision (preliminary/final) plat is required.

The applicant proposes to subdivide the existing lot into a 3,375 square foot lot, a 5,171 square foot lot, and a 5,626 square foot lot. According to Section 39.06.003 Supplemental Use Regulations: Residential Use of the Zoning Ordinance; the minimum site area for a townhouse per unit is 3,000 square feet, and the minimum width for any townhouse lot sold individually is 25 feet. The three proposed lots exceed the minimum site and width.

The applicant is recommended to present the legal description for the plat to the Stark County Recorder being there has been prior concerns about utilizing a document number in the legal description for plats.

Staff Recommendation: City of Dickinson Community Development Services staff recommends approval of this request.

Public Input: As of the date of this report, City staff has not received any public comments.

MOTIONS:

*****Approval*****

*"I move the City of Dickinson Planning and Zoning Commission recommend approval of **FLP-011-2024 Sullivan First Subdivision** 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 **FLP-011-2024 Sullivan First Subdivision** as NOT meeting all the requirements of the Dickinson Municipal Code and as being contrary to interest of the public health, safety and welfare."*

From: Jotform
To: [Sylvia Miller](#); [Sylvia Miller](#); [Steven Josephson](#); [Dustin D. Dassinger](#); [Leonard W. Schwindt](#); [Joshua Skluzacek](#); [Nicole Snyder](#); [Nicole Snyder](#)
Subject: Re: Unified Development Application
Date: Tuesday, April 9, 2024 8:29:04 AM
Attachments: [5884821300014946419_signature_19.png](#)
[5884821300014946419_signature_23.png](#)
[SULLIVAN FIRST SUBDIVISION 4-9-24.pdf](#)
[Pre Application Meeting Summary.pdf](#)
[Quit Claim Deed-Sullivan Properties Inc.pdf](#)
[5884821300014946419_signature_19.png](#)
[5884821300014946419_signature_23.png](#)



Unified Development Application

Have you met with Planning Staff regarding your application? **Yes**

Please upload the letter or counseling form you received following your pre-application meeting: [Pre Application Meeting Summary.pdf](#)

Type of Development **Minor Subdivision Plat**

Is this a Replat **Yes**

Subdivision Being Re-platted **Country Oaks Estates Second Addition**

Name **James Sullivan**

Company **Sullivan Properties Inc.**

Applicant Email **baklot5@gmail.com**

Applicant Phone # **(701) 570-5970**

Applicant Representative (if applicable) **Jeremy Wood**

Applicant Representative Company **Northern Plains Engineering**

Applicant Representative Email **jwood@nplainseng.com**

Applicant Representative **(701) 690-8076**

Phone #

Owner Name Sullivan Properties Inc.

Owner Address PO Box 1496, Dickinson, ND, 58601

Owner Email baklot5@gmail.com

Owner Phone # (701) 570-5970

Is the owner present to Sign Yes

Signature

Will this application require any other action to complete the development? No

	1/4 Section	Township	Range
Description	SW1/4 28	140	96

Property Address / General Project Location 1309, 1313, 1317 24th St West

Total Square Footage or Acreage of Subject Property 14,172 SF

Rezone Calc Multiplier 0

Minor Platting Multiplier 1

Prelim Platting Multiplier 0

Major Platting Multiplier 0

Name of Plat Sullivan First Subdivision

Number Lots 1 to 10 Lots

Number of Block(s) 1

3

Application Calc 500

Required Documentation Upload [SULLIVAN FIRST SUBDIVISION 4-9-24.pdf](#)

Deed for Property [Quit Claim Deed-Sullivan Properties Inc.pdf](#)

Application Fees Applicable Fees 500.00 USD

Total: \$500.00

Transaction ID: caac3hsb

Payer Information

First Name: Northern Plains

Last Name: Engineering

E-Mail baklot5@gmail.com

Applicant Signature



Date 04-09-2024

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

SULLIVAN FIRST SUBDIVISION

BEING THE REPLAT OF LOT 2B (DOCUMENT NUMBER 3160948) BLOCK 4, COUNTRY OAKS ESTATES SECOND ADDITION, LOCATED WITHIN THE SW1/4 OF SECTION 28, TOWNSHIP 140 NORTH, RANGE 96 WEST OF THE 5TH PRINCIPAL MERIDIAN, CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA

SURVEYOR'S CERTIFICATE

I, JEREMY WOOD, REGISTERED LAND SURVEYOR, NORTH DAKOTA REGISTRATION NUMBER ND-5651, DO HEREBY CERTIFY THAT THE PLATTED LOTS AS SHOWN HEREON IS A CORRECT REPRESENTATION OF THE SURVEY, THAT ALL DISTANCES ARE CORRECT, MONUMENTS ARE PLACED IN THE GROUND AS SHOWN, THAT THE OUTSIDE BOUNDARY LINES ARE CORRECTLY DESIGNATED ON THE PLAT AND WAS MADE BY ME, OR UNDER MY DIRECTION, AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

IN WITNESS THEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME:

JEREMY WOOD, LS-5651

STATE OF _____

COUNTY OF _____

ON THIS ____ DAY OF _____, 2024, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED _____, TO ME KNOWN TO BE THE SAME PERSON(S) DESCRIBED IN AND THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND SEVERALLY ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME:

NOTARY PUBLIC SIGNATURE _____ MY COMMISSION EXPIRES: _____

PROPRIETOR'S CERTIFICATE

WE, THE UNDERSIGNED, RESIDING AT _____, OWNERS AND PROPRIETORS OF LOT 2B BLOCK 4, COUNTRY OAKS ESTATES SECOND ADDITION, CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA, AS SHOWN AND DESCRIBE HEREON, DO HEREBY DECLARE THAT WE HAVE CAUSED THE SAME TO BE SURVEYED AND PLATTED AS SHOWN HEREON, AND DO HEREBY DEDICATE AND/OR RESERVE ALL EASEMENTS AND RIGHTS OF WAY AS SHOWN.

SULLIVAN PROPERTIES INC.

IN WITNESS THEREOF, WE HAVE HEREUNTO SUBSCRIBED MY NAME:

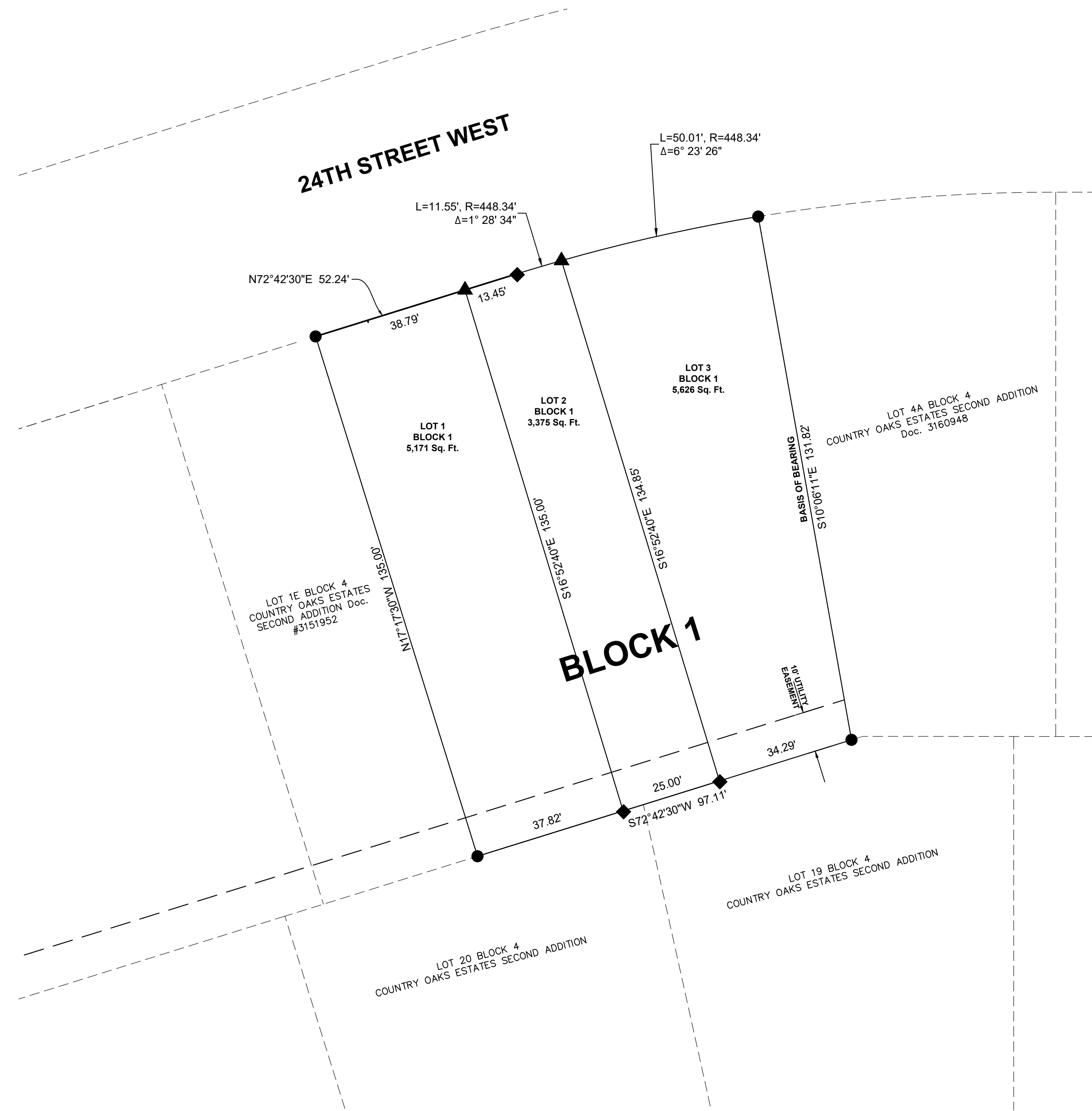
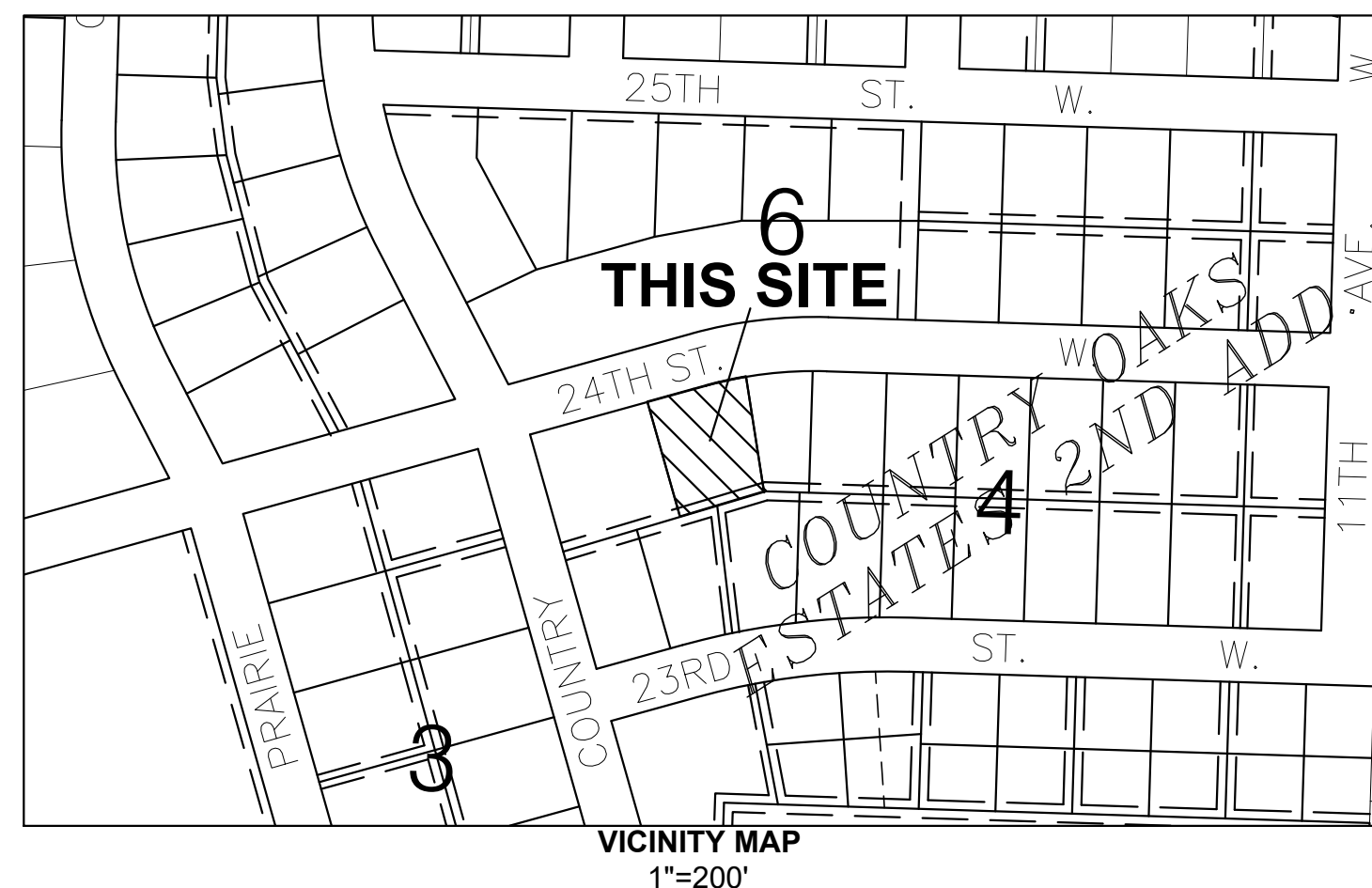
BY: _____

STATE OF _____

COUNTY OF _____

ON THIS ____ DAY OF _____, 2024, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED _____, TO ME KNOWN TO BE THE SAME PERSON(S) DESCRIBED IN AND THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND SEVERALLY ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME:

NOTARY PUBLIC SIGNATURE _____ MY COMMISSION EXPIRES: _____



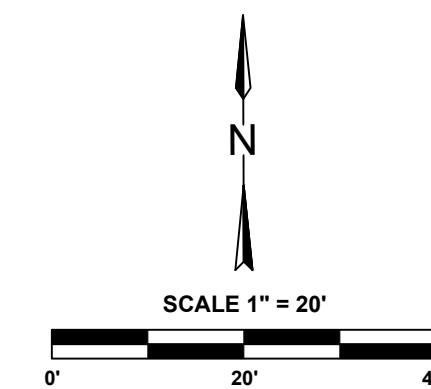
BOUNDARY DESCRIPTION

A TRACT OF LAND LYING WITHIN THE SW1/4 OF SECTION 28, TOWNSHIP 140 NORTH RANGE 96 WEST OF THE 5TH PRINCIPAL MERIDIAN, CITY OF DICKINSON, NORTH DAKOTA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: LOT 2B BLOCK 4, COUNTRY OAKS ESTATES SECOND ADDITION WHICH IS A TRACT OF LAND LYING IN LOTS 2A AND 4, BLOCK 4 OF COUNTRY OAKS ESTATES SECOND ADDITION TO THE CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA; MORE PARTICULARLY DESCRIBED AS FOLLOWS: LOT 2A AND THE WEST 5 FEET OF SAID LOT 4.

SAID TRACT CONTAINS 14,172 SQ. FT., MORE OR LESS AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES, AND SURVEYS.

SURVEY NOTES:

- 1.) THIS SURVEY IS BASED UPON A RETRACEMENT OF THAT IRREGULAR PLAT AS RECORDED UNDER DOCUMENT NUMBER 3160948 RECORDS OF STARK COUNTY.
- 2.) THIS SURVEY DOES NOT PURPORT TO SHOW THE EXISTENCE OF ALL EASEMENTS OR OTHER ENCUMBRANCES RECORDED OR UNRECORDED, THAT MAY AFFECT THIS PROPERTY.
- 3.) THIS SUBDIVISION IS LOCATED OUTSIDE THE 0.2% ANNUAL CHANCE FLOOD AREA AS SHOWN ON FEMA FLOOD INSURANCE MAP (FIRM) AS SHOWN ON MAP NUMBER 38089C0191E, PANEL 191 OF 850 EFFECTIVE NOVEMBER 4, 2010.
- 4.) INTERIOR LOT LINES ARE ALONG PARTY WALL.



LEGEND

- FOUND REBAR & CAP "NPE LS-5651"
- ▲ SET "PK NAIL" IN CONCRETE
- ◆ SET REBAR & CAP "NPE LS-5651"

CITY OF DICKINSON COMMISSION APPROVAL

PRINTED NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

CITY PLANNING COMMISSION APPROVAL

PRINTED NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

CITY ENGINEER APPROVAL

PRINTED NAME: _____ TITLE: _____

SIGNATURE: _____ DATE: _____



PROJECT NO. 2403102
SHEET 1 OF 1

jwood@nplainseng.com

From: Joshua Skluzacek <Joshua.Skluzacek@dickinsongov.com>
Sent: Thursday, April 4, 2024 5:13 PM
To: 'baklot5@gmail.com'
Cc: Steven Josephson; jwood@nplainseng.com; Sylvia Miller; Leonard W. Schwindt
Subject: RE: Irregular Plat Application

Good afternoon Mr. Sullivan,

Thank you for taking the time to meeting this morning with Leonard Schwindt, Jeremy Wood, and me. We discussed the desire to re-plot Lot 2B, Block 1, Country Oak Estates 2nd Addition. Please utilize this email as your pre-application letter.

As discussed, please submit your minor plat application to the City of Dickinson at your earliest convenience, preferably by the end of business Tuesday April 9, 2024 to be included on the May 2024 Planning and Zoning Commission meeting agenda. We will work diligently, as we do for every application, to ensure the review is completed in a timely way. Our goal will be to include the minor plat on the May 21 City Commission agenda assuming it is approved at the May 8 Planning and Zoning Commission meeting. Please plan to submit the mylar copies of the plat to City Hall with the Proprietor’s and Surveyor’s certificates fully signed and notarized. We will route the plat for signatures as soon as possible to then be filed at the Stark County Courthouse. We can send you a notification when the plat is filed, and what the document number is.

If you have any questions or need additional information, please let me know.

Thank you,

JOSHUA SKLUZACEK
ENGINEER - COMMUNITY DEVELOPMENT DIRECTOR

Tel: 701.456.7744



From: Joshua Skluzacek
Sent: Wednesday, April 3, 2024 1:19 PM
To: 'baklot5@gmail.com' <baklot5@gmail.com>
Cc: Steven Josephson <Steven.Josephson@dickinsongov.com>
Subject: Irregular Plat Application

Good afternoon Mr. Sullivan,

Thank you for your submittal of the irregular plat to split Lot 2B, Block 1, Country Oak Estates 2nd Addition. Unfortunately, we cannot process this application because it does not meet the City of Dickinson Municipal Code as an irregular plat. This will need to be a Minor Plat application.

The current lot is legally described as Lot 2B Block 4 of Country Oaks Estates it must have been created through the Lot Split process defined in Section 34.030 of the City's Subdivision requirements. One of the criteria of a Lot Split is:

- 5) *The property has not previously been divided through the lot split provisions of this ordinance.*

Therefore, it is not eligible for another lot split.

Additional comments:

If the intent is to create three townhomes, Section 39.06.003 of the Zoning Ordinance states the following:

Townhouse Residential

Where permitted, townhouse residential is subject to the following regulations:

- 1. *The site area per unit must be 3,000 square feet in all districts where permitted.*
- 2. *The minimum width for any townhouse lot sold individually shall be 25 feet, except within an approved creative subdivision.*
- 3. *Coverage percentages are computed for the site of the entire townhouse common development.*

The size and width of the proposed lots meet the minimum requirements for Townhouse Residential Supplemental Use Regulations.

If you have any questions or need additional information, please let me know.

Thank you,

JOSHUA SKLUZACEK
ENGINEER - COMMUNITY DEVELOPMENT DIRECTOR

Tel: 701.456.7744



RESOLUTION NO: _____ - 2024

**A RESOLUTION APPROVING FINAL PLAT ENTITLED
SULLIVAN FIRST SUBDIVISION
STARK COUNTY, NORTH DAKOTA**

WHEREAS, application has been made to the Board of City Commissioners for the approval of a final plat of **SULLIVAN FIRST SUBDIVISION**

A TRACT OF LAND LYING WITHIN THE SW1/4 OF SECTION 28, TOWNSHIP 140 NORTH RANGE 96 WEST OF THE 5TH PRINCIPAL MERIDIAN, CITY OF DICKINSON, NORTH DAKOTA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: LOT 2B BLOCK 4, COUNTRY OAKS ESTATES SECOND ADDITION WHICH IS A TRACT OF LAND LYING IN LOTS 2A AND 4, BLOCK 4 OF COUNTRY OAKS ESTATES SECOND ADDITION TO THE CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA; MORE PARTICULARLY DESCRIBED AS FOLLOWS: LOT 2A AND THE WEST 5 FEET OF SAID LOT 4.

SAID TRACT CONTAINS 14,172 SQ. FT., MORE OR LESS AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES, AND SURVEYS.

WHEREAS, the Planning Commission held a public hearing on said plat in compliance with State Statute, at which time the final plat was given final approval and recommended to the Board of City Commissioners.

NOW, THEREFORE, BE IT HEREBY RESOLVED, that the property known as the **SULLIVAN FIRST SUBDIVISION** Stark County, North Dakota, be and the same is hereby approved upon condition that the proposed streets, water and sewage and other utility facilities be in accordance with the City of Dickinson and Stark County regulation codes and as indicated on the final plat, and procedures acceptable to the Board of City Commissioners.

Dated this _____ day of May 2024.

Scott Decker, President
Board of City Commission

ATTEST:

Dustin Dassinger, City Administrator



Engineering Memorandum

May 14, 2024

RE: May 21st City Commission Meeting

PUBLIC SAFETY TRAINING CENTER CONTRACT AMENDMENT TO AMERICAN ENGINEERING TESTING INC

For your consideration is a contract amendment with American Engineering Testing, Inc. to perform geotechnical engineering services for the Public Safety Training Center project for a lump sum amount as specified in the task order amendment of \$7,200.00. The original contract was approved by the City Commission on September 19, 2023.

Included in the scope of work are the following phases; subsurface soil exploration and design recommendations for the foundations for the pre-fabricated burn tower and indoor shooting range structures. The additional borings are required now the site plan has been finalized.

The site will include; a fire department burn tower, police department indoor shooting range, a running track, a parking lot, and a possible future office/training room building. The intent of the site selection is providing a joint use opportunity with the North Dakota National Guard Readiness Center. Discussions with the North Dakota National Guard have been ongoing since the summer of 2023 and into 2024 regarding our future plans for the Public Safety Training Center, and they are supportive of the project.

Final plans are scheduled to be completed for June 28, 2024. Preliminary plans with a site improvement cost estimate will be required prior to the June 2024 Department of Defense Local Defense Community Cooperation grant.

The city engineering staff recommends approval.





**Cost Proposal – Geotechnical
Engineering Services
City of Dickinson 2024 Geotechnical
Engineering Services for Various
Infrastructure and Engineering
Improvement Projects**

Dickinson, North Dakota

AET Proposal No. P-0026594

Date:

September 13, 2023

Prepared for:



City of Dickinson – Engineering Department
38 1st Street West
Dickinson, North Dakota 58601

Geotechnical • Materials
Forensic • Environmental
Building Technology
Petrography/Chemistry

American Engineering Testing

1225 Bean Drive | Williston, ND 58801
99 26th Street East | Dickinson, ND 58601
Phone Office: 701-572-3324 | teamAET.com



September 13, 2023

Mr. Joshua M. Skluzacek, PE
 City of Dickinson
 38 1st Street West
 Dickinson, North Dakota 58601

Subject: Cost Proposal – Geotechnical Engineering Services
 2024 City of Dickinson Various Infrastructure and Engineering Improvement Projects
 Dickinson, North Dakota
 AET Proposal No. P-0026594

Greetings Mr. Skluzacek,

American Engineering Testing (AET) is pleased to submit this proposal for the geotechnical exploration for use in the planning and development of the proposed 2024 City of Dickinson Various Infrastructure and Engineering Improvements Projects in Dickinson, North Dakota. AET is an employee-owned engineering consulting firm, founded in 1971. We specialize in geotechnical, pavement, and construction materials engineering and testing; environmental consulting; forensic engineering; building technology; and petrography/chemistry. A few factors that uniquely qualify AET as the preferred choice for geotechnical engineering services are:

- **Safety** – At AET, the health, safety and well-being of our employees is of the greatest importance, and we strive to provide a healthy and safe work environment. We are Achievement Awarded members of the ND safety Council. We promote and deliver a strong safety culture, hold corporate weekly safety meetings and encourage employees to actively participate.
- **Experience** – AET personnel have completed numerous municipal projects in western North Dakota including the geotechnical exploration for the 2022 City of Dickinson Various Infrastructure and Engineering projects, the McKenzie County Route 10 & 14 Subgrade Improvements, Asphalt Patch, and Mill and Overlay and the Williston Northeast Truck Reliever project.
- **Resources** – We back our project personnel with a network of professional engineers with unique backgrounds and experience with challenging subsurface soil conditions. Our engineering staff have extensive project experience in the Dickinson area with conditions similar to those anticipated at the project sites.
- **Community Involvement** – AET is committed to making a difference in the quality of life within western North Dakota by providing high-quality solutions. AET has geotechnical engineering and drilling staff located in Dickinson and Williston who are actively involved in the community and are committed to bettering the lives of the residents in the region.

Our proposal is based on our review of the Request for Proposal (RFP), our teams meeting with you on September 7, 2023 and our telephone conversation with you on September 1, 2023. In this

1225 Bean Drive | Williston, ND 58801
99 26th Street East | Dickinson, ND 58601
Phone Office: 701-572-3324 | teamAET.com | AA/EEO

This document shall not be reproduced, except in full, without written approval from American Engineering Testing, Inc.

Cost Proposal – Geotechnical Engineering Services
 2024 City of Dickinson Various Infrastructure and Engineering Improvement Projects, Dickinson, North Dakota
 September 13, 2023
 AET Proposal No. P-0026594



proposal, we present our understanding of the project, an outline of the scope of services we are to provide, and the lump sum fee for our services.

PROJECT INFORMATION

The City of Dickinson is planning on beginning design and/or constructing four projects during the 2024 construction season and is requesting proposals for geotechnical exploration for each project. The four projects are as follows:

1. 202402 – 2024 Watermain and Lead Service-line Replacement
2. 202104 – Sims Street Phase II
3. Public Safety Training Center
4. 2024 Road Maintenance Project

We understand each project is considered separate and a geotechnical report is requested for each project. Based on our meeting on September 7, 2023, we understand all four projects will be awarded and can be completed in the same mobilization. We provide our understanding of each project below.

Project 1: 202402 – 2024 Watermain and Lead Service-line Replacement

The project consists of removal and replacement of approximately 3,650 LFT of water main and approximately 90 water service lines. A bid alternate will be considered for pipe bursting or open trench excavation.

Project 2: 202104 – Sims Street Phase II

This project consists of removing and replacing the sanitary sewer and water main along the route including the services to the curb stops. The storm sewer main is planned to be extended north from the intersection of Osborn Drive all the way to the north project limits north of Museum Drive. A bid alternate will be considered for pipe bursting or open trench excavation.

Project 3: Public Safety Training Center

The project consists of developing a public training center to include constructing a new approximately ½ mile long road with an urban design to support heavy truck traffic and underground utilities. The public training center is in preliminary design stage and includes a fire department burn tower, a pre-manufactured indoor shooting range, a small office building to include a training room and restrooms, and a parking lot area.

Project 4: 2024 Road Maintenance Project

The project encompass comprehensive road maintenance within the City of Dickinson, with additional focus on resolving drainage issues at specific locations. The road maintenance activities encompass a range of techniques and may include chip seal, mill and overlay, full-depth reconstruction, each tailored to the unique needs of the roads.

Cost Proposal – Geotechnical Engineering Services
2024 City of Dickinson Various Infrastructure and Engineering Improvement Projects, Dickinson, North Dakota
September 13, 2023
AET Proposal No. P-0026594



PROJECT TEAM

The project team we have assembled at AET possesses additional understanding based on experience that includes similar work for the City of Dickinson and other municipalities in Western North Dakota. Our staffing and qualifications, described below, demonstrates the varied services we have provided successfully in support of similar construction projects in North Dakota. Furthermore, we have two geotechnical drill rigs and a Geoprobe based in our Williston office that allows us to provide exploration services in a timely manner with minimal mobilization expenses.

The AET project team will communicate results to you in a way that helps you address larger issues, such as finding the balance between cost savings and quality to avoid pavement and/or underground utility support issues in the future. AET understands that the City of Dickinson desires a consultant that can be relied upon as a resource, and not just as an entity performing tests and providing results. This proposal demonstrates AET's resourcefulness in terms of staffing and approach. In short, the AET project team is qualified to meet your needs, however they evolve over the course of the project.

Finally, AET understands that the City of Dickinson values accessibility and responsiveness in communication. For this reason, AET will provide services out of our Dickinson and Williston, North Dakota offices. We will provide bi-weekly progress reports summarizing what was completed in the previous period, what is anticipated to be completed in the next period, issues or concerns for the City of Dickinson, and deliverables/milestones achieved during the previous period.

Harvey T. Fitzgerald, PE, Geotechnical Engineer | Williston Manager

Harvey will serve as the main point of contact for the City of Dickinson staff. He will interface with staff on a regular basis and coordinate project assignments within AET. He is a geotechnical engineer with over 8 years of experience in North Dakota and the Upper Great Plains. Harvey has focused on geotechnical investigations, laboratory testing, construction material testing services, and training of field engineering and technical staff. Harvey is the manager of our Williston office.

Alec Hovick, Dickinson Manager

Al will serve as a technical reviewer and internal quality control for the project. Al has over 35 years of experience in geotechnical engineering and construction material testing services in North Dakota and Minnesota. Al is the manager of our Dickinson office and will visit each project site prior to mobilization and review potential impacts to proposed field service with city of Dickinson Personnel.

Connor Thompson, EI, Field Engineer

Connor will serve as the field engineer for the project. Connor will oversee the field work for the project and coordinate with Harvey and Al on the geotechnical exploration, laboratory testing, and evaluation. Connor has 4 years of experience in geotechnical engineering and construction material testing in western North Dakota. Connor is located in our Dickinson office.



SCOPE OF SERVICES

Site Field Exploration

The City of Dickinson has requested soil borings and pavement cores be performed at each of the project sites in order to evaluate the existing pavement section thickness, structure and condition, the potential for shallow groundwater, the soil properties to be encountered during construction, special considerations for backfill and compaction to reduce settlement, consideration for pavement design alternatives to potentially minimize base aggregate and reduce frost heave. The following tables summarize the requested soil borings and pavement cores to be performed and each of the project sites.

Table 1: Soil Borings and Pavement Cores

Project	Min. # of Borings	Min. Boring Depth (feet)	Min. # of Pavement Cores
1	5	10	13
2	4	B-1 (51+00) and B-2 (42+00) @15', B-3 (37+00) @20', B-4 (30+00) @10'	9 (at Stations: 33+50; 40+50; 47+50; 49+50; 53+50)
3	7	20	2
4	17	B4-1, B4-8, B4-9, B4-10 @10', and all others @5'	17

Table 2: Soil Laboratory Testing

Project	CBR – ASTM: D1883	Sulfate & pH
1	1-per soil classification	1-per boring
2	1-per soil classification	1-per boring
3	1-per soil classification	1-per boring
4	1-per soil classification	1-per boring

The following tests shall be run per boring or sample:

- Moisture Content (AASHTO T-265) – 1 per 5-feet of boring
- Proctor Test (AASHTO T-99 or T-180) – 1 per boring
- Atterberg Limits (AASHTO T-89 & 90) – 1 per boring
- Particle Size Analysis (AASHTO T-88) – 1 per boring
- California Bearing Ratio (CBR - ASTM: D1883) – As specified above
- Sulfate & pH – As specified above

AET will coordinate with the City of Dickinson on the location of the borings. After the locations are staked, we will arrange clearance of underground public utilities through North Dakota (ND) One Call.

We will advance the borings with hollow stem auger (HSA) borings using a truck-mounted geotechnical drill rig. The borings will be back filled with on-site cuttings and patched at the surface

Cost Proposal – Geotechnical Engineering Services
2024 City of Dickinson Various Infrastructure and Engineering Improvement Projects, Dickinson, North Dakota
September 13, 2023
AET Proposal No. P-0026594



with cold-patch asphalt or concrete, as appropriate. We assume road work ahead signs and traffic cones will be sufficient traffic control for our drilling operations.

Before we drill, we will contact ND One Call to locate public underground utilities. ND One Call does not locate private underground utilities or structures. Examples of private utilities include, but are not limited to, propane lines, sewer laterals, sprinkler systems, site lighting, and electric and data lines between buildings. The client/property owner(s) are responsible for locating all private underground utilities and structures. Please provide us with any maps, plans, and records showing the location of all private utilities and structures.

We can provide you with names and contact information for private utility locators. These companies usually charge a fee for their services. Also, please note that private locators cannot guarantee that all private utilities will be located. For the private locator to be accurate and effective, the property owner must provide maps, plans and records showing the location of all private utilities and structures. The client/property owner must also provide a knowledgeable site representative to meet with the private locator and AET personnel.

AET shall be entitled to rely upon the accuracy of all location information supplied by any source. We will not be responsible for any damage to underground utilities or structures not located or incorrectly identified by the property owner, any maps, plans or records, or public or private utility locator providers. This is particularly important as the overall planning of the project develops, evolves and progresses.

We will drill the borings using hollow stem augers, and sampling by split-barrel sampler and the ring lined-barrel method (ASTM D1586 & D3550). In addition, we will collect bulk samples from auger cuttings. Our crew will keep field logs noting the methods of drilling and sampling, the Standard Penetration Values (N-values, "blows per foot"), preliminary soil classification, and observed groundwater levels. We will collect samples at 2½ foot intervals to 15-feet, then at 5-foot interval thereafter to the planned termination depths. Representative portions of recovered samples will be collected in bags and capped brass tubes to prevent moisture loss and submitted to our laboratory for review, testing, and final classification.

We will back fill the boreholes to comply with State requirements. Even after backfilling, some sloughing of the backfill may occur, resulting in a potential tripping hazard. We assume that the property owner will back fill and repair any boreholes that may slough after our exploration is complete. AET cannot accept any liability associated with injury or loss after we leave the site.

Accessing the boring locations may leave ruts in the ground. We assume that the property owner will perform any site restoration work. We have not included a fee for site restoration in our cost estimate.

Cost Proposal – Geotechnical Engineering Services
2024 City of Dickinson Various Infrastructure and Engineering Improvement Projects, Dickinson, North Dakota
September 13, 2023
AET Proposal No. P-0026594



On completion of testing, we will visually/manually classify each sample on the basis of texture and plasticity in accordance with the Unified Soil Classification System and prepare the boring logs.

The pavement cores will be obtained using a generator, electric drill, and water cooled 4” nominal diameter core barrel with carbide cutting teeth. Digital photographs of the individual pavement cores will also be presented on core logs.

Geotechnical Report

We will prepare a report for each project in which we will present logs of the test borings, core photo logs, laboratory test results, a review of engineering properties of the on-site soils, and our geotechnical engineering opinions and recommendations. We anticipate recommendations will include earthwork considerations, utility trenching and construction considerations, pavement evaluation and design, drainage considerations, and soil chemistry considerations.

SCHEDULE

Weather and site access permitting, AET anticipates the following work schedule.

Task	Completion Date
Field Work	November 1, 2023
Laboratory Testing	December 18, 2023
Reports	January 1, 2024

FEES

Our fees for the scope of services described above will be charged on a lump sum basis as shown in the table below for each project.

Project	Lump Sum Amount
1	\$9,135.00
2	\$8,805.00
3	\$10,165.00
4	\$20,700.00

Please note, our fees will be in effect for 30 days after issuance of this proposal, after which they will be subject to review and adjustment where necessary. Our fees do not include traffic control beyond road work ahead signage and cones, or snow removal; however, we can provide additional services at an additional cost. Should subsurface conditions warrant a change in scope, i.e., additional services such as more exploration or laboratory testing, we will request any fee changes prior to exceeding the proposed budget.

LIMITATIONS & INHERENT RISKS

This proposal is presented for engineering services to evaluate the structural properties of the soil at the specified sites and is developed based on our understanding of the project. This proposal does not cover an environmental assessment of the site or environmental testing of the soil or groundwater, presence of abandoned mines or mine shafts, retaining system design, global slope

Cost Proposal – Geotechnical Engineering Services
2024 City of Dickinson Various Infrastructure and Engineering Improvement Projects, Dickinson, North Dakota
September 13, 2023
AET Proposal No. P-0026594



stability, stormwater or septic disposal design, erosion control design, deep foundation evaluation, or any other services not explicitly discussed above. If you wish to have us provide these additional services, please contact us. We will endeavor to perform our evaluation referencing the standard of care as it exists in western North Dakota at the time of this proposal. This acknowledgement will be in lieu of any express or implied warranties.

There are inherent risks whenever soil, geologic, or hydrogeologic conditions are involved with a development. These risks must be emphasized when potential damage of property also exists. Soil and geologic material, including groundwater, are variable in nature. AET’s exploration will identify the conditions at the time of the evaluation and the locations explored. Geologic conditions may change between exploration points and at depth.

TERMS AND CONDITIONS

All AET Services are provided subject to the Terms and Conditions set forth in the enclosed “Environmental/Geotechnical Service Agreement — Terms and Conditions,” which, upon acceptance of this proposal, are binding upon you as the Client requesting Services, and your successors, assignees, joint ventures and third-party beneficiaries. Please be advised that additional insured status is granted upon acceptance of the proposal.

ACCEPTANCE

AET requests written acceptance of this proposal in the Proposal Acceptance box below, but the following actions shall constitute your acceptance of this proposal together with the Terms and Conditions and Amendments: 1) issuing an authorizing purchase order for any of the Services described above, 2) authorizing AET’s presence on site, or 3) written or electronic notification for AET to proceed with any of the Services described in this proposal. Please indicate your acceptance of this proposal by signing below and returning a copy to us. When you accept this proposal, you represent that you are authorized to accept on behalf of the Client.

CLOSING

AET appreciates the opportunity to provide this service for you and we look forward to working with you on this project. If you have questions or need additional information, please contact us.

Sincerely,
American Engineering Testing, Inc.


Harvey T. Fitzgerald, PE
Geotechnical Engineer
Williston Manager


Alec Hovick
Dickinson Manager

Cost Proposal – Geotechnical Engineering Services
2024 City of Dickinson Various Infrastructure and Engineering Improvement Projects, Dickinson, North Dakota
September 13, 2023
AET Proposal No. P-0026594



- Attachments: Resumes
- Fee Schedule
- Environmental/Geotechnical Service Agreement – Terms and Conditions
- Certificate of Insurance
- W9

ACCEPTANCE AND AUTHORIZATION: AET Proposal No. P-0026594

SIGNATURE: [Signature]

PRINTED NAME: Scott Decker

COMPANY: President of City Commission

ADDRESS: 38 1st Str. W Dickinson ND 58601

PHONE NUMBER AND EMAIL: 701 456 7744

DATE: 9-25-2023

INVOICING INFORMATION (Provide Company AP Department Information, if present.)

AP CONTACT NAME: _____

BILLING/MAILING ADDRESS: _____

AP PHONE NUMBER AND INVOICE EMAIL: _____

P.O. NO./ PROJECT NO.: _____



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME Connor Thompson, EIT		13. ROLE IN THIS CONTRACT Field Engineer		14. YEARS EXPERIENCE	
		a. TOTAL 3	b. WITH CURRENT FIRM 3		
15. FIRM NAME AND LOCATION American Engineering Testing, Inc. – 99 26th Street East, Dickinson, North Dakota 58601 701-483-4288					
16. EDUCATION (DEGREE AND SPECIALIZATION) Bachelor of Science, Civil Engineering			17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) N/A		
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) NDDOT Soils Field, Aggregate Field Lab, Asphalt Mix Tester TechID 3808, ACI Level I Concrete (Field, Strength, Aggregate, Lab Testing) ID #02095119, Troxler Nuclear Density Gauge Certification					
19. RELEVANT PROJECTS					

a.	(1) TITLE AND LOCATION (City and State) McKenzie County Route 37 Cement Stabilization, Watford City, ND	(1) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable) 2020
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Field Tester, tested compaction of subgrade, tested strength of cement stabilized subgrade to ensure specifications were met, communicated results with clients.	<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	(1) TITLE AND LOCATION (City and State) NDDOT US 12 Linear Survey, Bowman, ND	(1) YEAR COMPLETED	
		PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable)
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Laboratory Tester, organized and directed laboratory testing of soil samples, assisted in analysis and reporting of soil classifications and properties.	<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	(1) TITLE AND LOCATION (City and State) NDDOT Hwy 1806 Bridge Replacement, Watford City, ND	(1) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2021
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Field Tester, tested compaction of bypass subgrade, performed plastic concrete mix testing, communicated results with clients.	<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	(1) TITLE AND LOCATION (City and State) Minot Air Force Base Apron Repair, Minot, ND	(1) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2021
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Field Laboratory Tester, performed quality control testing on concrete aggregates and compressive strength samples, and communicated results to clients.	<input checked="" type="checkbox"/> Check if project performed with current firm	
e.	(1) TITLE AND LOCATION (City and State) BRO-CVD-0045(070) PCN 23166 Stark County Culverts	(1) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2022
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Lead field technician; tested compaction of culvert backfill materials, communicated test results with clients.	<input checked="" type="checkbox"/> Check if project performed with current firm	



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME Alec Hovick	13. ROLE IN THIS CONTRACT Project Manager	14. YEARS EXPERIENCE	
		a. TOTAL 36	b. WITH CURRENT FIRM 26
15. FIRM NAME AND LOCATION American Engineering Testing, Inc. – 99 26th Street East, Dickinson, North Dakota 58601 701-483-4288			
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. Construction Management		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE)	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) ND DOT: Asphalt Mix Controller, Asphalt Pavement Inspection, Asphalt Mix Tester, Field Soil Testing, Aggregate Designer; ACI Level I Concrete Field, Aggregate and Strength; Troxler Nuclear Density Gauge Certification;			

19. RELEVANT PROJECTS

a.	(1) TITLE AND LOCATION (City and State) NH-5-085(077)074 Stark County Hwy 10 to I 94 S Interchange Belfield, ND	(1) YEAR COMPLETED	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Project Manager - The project included embankment construction, installing culvert extensions, aggregate base placement and bituminous pavement. Duties included project testing management, reporting, consulting, invoicing, scheduling, and budget tracking.	PROFESSIONAL SERVICES 2022	CONSTRUCTION (If applicable) 2022
		<input checked="" type="checkbox"/> Check if project performed with current firm	
b.	(1) TITLE AND LOCATION (City and State) ND 21 Minor Rehabilitation Sliver Widening, 5-021(026)023 Regent, ND	(1) YEAR COMPLETED	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Project Manager - Project consisted of two borrow sources which each required geotechnical evaluations, consulting with client for reporting requirements, budget tracking and invoicing.	PROFESSIONAL SERVICES 2021	CONSTRUCTION (If applicable)
		<input checked="" type="checkbox"/> Check if project performed with current firm	
c.	(1) TITLE AND LOCATION (City and State) US Highway 12 Bowman Municipal Section LSS, NH-5-012(050)033, PCN 22623 Bowman, ND	(1) YEAR COMPLETED	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Project Manager – The project including designing the geotechnical exploration scope, report, consulting with client for reporting requirements, budget tracking and invoicing.	PROFESSIONAL SERVICES 2020	CONSTRUCTION (If applicable)
		<input checked="" type="checkbox"/> Check if project performed with current firm	
d.	(1) TITLE AND LOCATION (City and State) ND 1804 7-804(062)293, PCN 21787 Williston, ND	(2) YEAR COMPLETED	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Project Manager - The project included embankment construction, installing culverts, placing rip rap and bituminous pavement. Duties included project testing management, reporting, consulting, invoicing, scheduling and budget tracking.	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 2020-2021
		<input checked="" type="checkbox"/> Check if project performed with current firm	
e.	(1) TITLE AND LOCATION (City and State) US Hwy 85 at Long X Bridge 7-085(109)125 PCN 22041 Watford City, North Dakota	(2) YEAR COMPLETED	
	(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE Role: Project Manager - The project including preparing a QC plan, performing QC consulting and onsite testing activities including concrete testing. Duties including project testing management, reporting, consulting, invoicing, scheduling and budget tracking.	PROFESSIONAL SERVICES	CONSTRUCTION (If applicable) 1019-2020
		<input checked="" type="checkbox"/> Check if project performed with current firm	



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

12. NAME Harvey T. Fitzgerald, P.E.	13. ROLE IN THIS CONTRACT Geotechnical Engineer	14. YEARS EXPERIENCE	
		a. TOTAL 8	b. WITH CURRENT FIRM 3
15. FIRM NAME AND LOCATION American Engineering Testing, Inc. – 1225 Bean Drive, Williston, North Dakota 58801		701-572-3324	
16. EDUCATION (DEGREE AND SPECIALIZATION) B.S. Civil Engineering, Geotechnical Engineering		17. CURRENT PROFESSIONAL REGISTRATION (STATE AND DISCIPLINE) North Dakota Professional Engineer – 27999	
18. OTHER PROFESSIONAL QUALIFICATIONS (Publications, Organizations, Training, Awards, etc.) Vice President of Chapter 5 of the North Dakota Society of Professional Engineers			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION (City and State) Northeast Williston Truck Reliever Route, 7-085(128)986, PCN 23528 Williston, ND	(1) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION (If applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE a. Role: Project Manager/Geotechnical Engineer - Project consisted of existing and new right-of-way linear soil survey, bridge structure driven pile foundation design, slope stability investigation, and a borrow site investigation which each required geotechnical evaluations. As the project manager and geotechnical engineer, Mr. Fitzgerald was responsible for client coordination, and engineering oversight.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) MCK-2710&14(001), Subgrade Improvements, Asphalt Patch and Mill and Overlay - McKenzie County, ND	(1) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION (If applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE b. Role: Project Manager/Geotechnical Engineer - Project consisted of evaluation of approximately 50-miles of county highway utilizing ground penetrating radar, international ride index, falling weight deflectometer, linear soil survey to include dynamic cone penetrometer and standard penetration test borings, and pavement design and analysis for subgrade correction and mill and overlay recommendations. As the project manager and geotechnical engineer, Mr. Fitzgerald was responsible for client coordination, and engineering oversight.	<input checked="" type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) Killdeer Business Loop, 5-022(137)940, PCN 23299 Killdeer, ND	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2022	CONSTRUCTION (If applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE d. Role: Geotechnical Engineer - Project consisted of evaluation of approximately 0.5 miles of highway to complete the linear soil survey, existing pavement condition report, pavement design and analysis to rule out subgrade corrections, and mill and overlay recommendations. As the geotechnical engineer, Mr. Fitzgerald was responsible for engineering oversight.	<input type="checkbox"/> Check if project performed with current firm	
(1) TITLE AND LOCATION (City and State) WYDOT I-80 Interchange, Cheyenne, WY	(4) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2018-2021	CONSTRUCTION (If applicable) N/A
(3) BRIEF DESCRIPTION (Brief scope, size, cost, etc.) AND SPECIFIC ROLE e. Role: Geotechnical Engineer of Record – The project included the redesign of the I-25 / I-80 interchange which included replacing or adding 17 bridge structures, 7 retaining walls and embankments up to 35-feet in height. The bridge structures were supported on a combination of driven pile foundations and drilled shaft foundations. Our scope of services consisted of 58 penetration test borings, laboratory testing, and recommendations for embankment fills, retaining wall structures, driven pile and drilled shaft capacities and depths. We started the project in 2018 and completed our report in 2021. The approximate total construction project was over \$100 million.	<input type="checkbox"/> Check if project performed with current firm	

2023 NORTH DAKOTA

GEOTECHNICAL/ENVIRONMENTAL FEE SCHEDULE



I. ENGINEERING - TECHNICAL - ADMIN PERSONNEL RATES		
Service Item	Unit	Rate
Project Administrator	Hour	\$ 75.00
Environmental Technician	Hour	\$ 105.00
Drill Technician	Hour	\$ 105.00
Project Manager	Hour	\$ 150.00
Draftsperson	Hour	\$ 95.00
Engineer (PE)	Hour	\$ 160.00
Engineer, Project Manager, Geologist - Senior	Hour	\$ 195.00
Engineer, Project Manager, Geologist - Principal	Hour	\$ 235.00
Principal of Firm	Hour	\$ 240.00
Litigation Preparation	Hour	\$ 315.00
Deposition or Court Time (4 hour minimum)	Hour	\$ 395.00
Per Diem (meals) for out-of-town services	Hour	\$ 50.00
Direct Project Expenses, i.e. motel, freight		Cost + 15%
Overtime for personnel charged at above cost plus 25% for over 40 hours in a week and at above cost plus 50% for Sundays or Holidays		

II. VEHICLE CHARGES		
A. Mileage	Mile	\$ 1.10
B. Auxiliary Truck	Mile	\$ 1.40
C. Geoprobe 6620 DT	Mile	\$ 1.80
D. 1 to 2½-ton Truck with Drill Rig	Mile	\$ 1.80
E. CPT Truck Rig (20-ton push Capacity)	Mile	\$ 2.10
F. Tractor/Lowboy Trailer	Mile	\$ 2.30
<i>Vehicle mileage rates are subject to change if fuel prices increase significantly.</i>		
G. Skid Steer/Bobcat Rental	Day	\$ 750.00

III. SITE EXPLORATION EQUIPMENT RENTAL		
A. Drill Rig Rental		
1. Rotary Drill on 4WD 1-ton Truck	Hour	\$ 105.00
2. Rotary Drill on 1½ to 2½ ton Truck	Hour	\$ 110.00
3. Geoprobe 6620 DT (with 2-man Crew)	Hour	\$ 325.00
4. Geoprobe 6620 DT w/ OIHPT	Hour	\$ 375.00
5. Rotary Drill on All Terrain Vehicle	Hour	\$ 125.00
6. Portable, Non-Rotary Rig	Hour	\$ 105.00
7. Hand Auger	Day	\$ 75.00
B. Auxiliary Vehicle Rental		
	Hour	\$ 25.00
C. Cone CPT Rig/Equipment Rental		
1. CPT Truck Rig (20-ton push Capacity)	Hour	\$ 175.00
2. Electronic Cone w/ Computer	Hour	\$ 55.00
3. Soil Sampler	Hour	\$ 10.00
4. Water Sampler	Hour	\$ 25.00
D. Geotechnical Equipment Rental		
1. Field Van Shear	Day	\$ 340.00
2. Inclinator Reading Equipment	Day	\$ 375.00
3. Pneumatic Transducer Reading Equipment	Day	\$ 185.00
4. Bore Hole Permeability		
a. Open End Casing Method	Day	\$ 145.00
b. HQ Wireline Packer	Day	\$ 355.00
5. Borehole Pressuremeter	Hour	\$ 85.00
6. Double Ring Infiltrometer	Day	\$ 280.00
7. Auxiliary PDA Equipment		
a. Generator	Day	\$ 125.00
b. Calibrated SPT Rod	Day	\$ 235.00

Service Item	Unit	Rate
E. Bit wear		
1. Diamond Bit - Sedimentary Rock		
a. B, NQ	Foot	\$ 18.00
b. HQ	Foot	\$ 18.00
2. Diamond Bit - Metamorphic & Igneous		
a. B, NQ	Foot	\$ 25.00
b. HQ	Foot	\$ 28.00

V. LABORATORY TESTING OF SOIL		
A. Water Content		
	Test	\$ 20.00
B. Dry Density		
	Test	\$ 60.00
C. Atterberg Limit - Plasticity (AASHTO T89/90)		
	Test	\$ 125.00
D. Shrinkage Limit (ASTM D427)		
	Test	\$ 125.00
E. Sieve Analysis (ASTM C136/117 or AASHTO T 27/ T11)		
	Test	\$ 120.00
F. #200 Wash Only		
	Test	\$ 80.00
G. Hydrometer Analysis (includes sieve analysis)		
	Test	\$ 250.00
H. Specific Gravity (ASTM C854)		
1. Mineral Oil	Test	\$ 155.00
2. Organic Soil	Test	\$ 180.00
I. Hand Penetrometer/Torvane		
	Test	\$ 20.00
J. Unconfined Compression (ASTM D2166)		
	Test	\$ 115.00
K. Permeability Tests		
1. Rigid Clay	Test	\$ 425.00
2. Remolded Rigid Clay	Test	\$ 500.00
3. Sand	Test	\$ 295.00
4. Flex Clay	Test	\$ 500.00
5. Remolded Flex Clay	Test	\$ 625.00
L. Electric Resistivity		
	Test	\$ 130.00
M. Organic Content of Soil (AASHTO T 267)		
	Test	\$ 105.00
N. Sulfate in Soil		
	Test	\$ 120.00
O. Chloride in Soil		
	Test	\$ 70.00
P. R-Value (Hveem Stabilometer) (ASTM D2844)		
	Test	\$ 415.00
Q. Compaction Laboratory Testing		
1. Standard Proctor (ASTM D698)	Test	\$ 240.00
2. Modified Proctor (ASTM D1557)	Test	\$ 240.00
R. California Bearing Ratio - CBR (Excludes Proctor)		
1. Three Point (ASTM D1883)	Test	\$ 750.00
2. One Point (ASTM D1883)	Test	\$ 375.00
S. ND Oil & Gas Sundry Testing		
1. pH (AASHTO T 289)	Test	\$ 35.00
2. Sodium Absorption Ratio (SAR) Method 5E	Test	\$ 75.00
3. Cation Exchange Capacity Method 5A8	Test	\$ 80.00
4. Electrical Conductivity Method 8A1	Test	\$ 35.00
T. Thin Wall Samples (Extrusion Only)		
	Tube	\$ 30.00
U. Consolidation - up to 32tsf (ASTM D2435)		
1. P-e Curve only	Test	\$ 640.00
1. P-e Curve, Time Curve	Test	\$ 515.00

SECTION 1 - RESPONSIBILITIES

1.1 - This Service Agreement – Terms and Conditions (“terms and conditions”) is applicable to all services (“Services”) provided by American Engineering Testing, Inc. (AET). As used herein “Services” refers to the scope of services described in the proposal submitted by AET to Client. The proposal, these terms and conditions and any appendices attached hereto shall comprise the agreement (“Agreement”) between AET and Client for Services described in the proposal and are binding upon the Client, its successors, assignees, joint ventures and third-party beneficiaries. **AET requests written acceptance of the Agreement, but the following actions shall also constitute Client’s acceptance of the Agreement: 1) issuing an authorizing purchase order, task order, service order, or any other documentation for any of the Services, 2) authorizing AET’s presence on site, or 3) written or electronic notification for AET to proceed with any of the Services.** Issuance of a purchase order, task order or service order by Client which contains separate terms and conditions will not take precedence or modify the terms and conditions contained in this Service Agreement AND THE TERMS AND CONDITIONS OF THIS SERVICE AGREEMENT AND ANY CORRESPONDING PROPOSAL ISSUED BY AET SHALL GOVERN UNLESS AUTHORIZED IN WRITING IN ADVANCE BY AET.

1.2 – Prior to AET performing Services, Client will provide AET with all information that may affect the cost, progress, safety and performance of the Services. This includes, but is not limited to, information on proposed and existing construction, all pertinent sections of contracts between Client and their Client and/or Owner which contain flow-down provisions to AET, if they are provided, site safety plans or other documents which may control or affect AET’s Services. If new information becomes available during AET’s Services, Client will provide such information to AET in a timely manner. Failure of Client to timely notify AET of changes to the project including, but not limited to, location, elevation, loading, or configuration of the structure or improvement will constitute a release of any liability or indemnity obligations of AET for loss or damages related to such changes. Client will provide a representative for timely answers to project-related questions by AET.

1.3 - AET is responsible only for performance of the Services. AET will not be held responsible for work or omissions by Client or any other party working on the project. The Services do not include construction management, general contracting or surveying services. AET will not be responsible for directing or supervising the work of other parties, unless specifically authorized and agreed to in writing.

1.4 - Client acknowledges the limitations inherent in sampling to characterize buried subsurface conditions. Variations in soil conditions occur between and beyond sampled/tested locations. The passage of time, natural occurrences and direct or indirect human activities at the site or distant from it may alter the actual conditions. Client assumes all risks associated with such variations in soil and subsurface conditions.

1.5 - AET is not responsible for interpretations or modifications of AET’s recommendations by other persons.

1.6 - Should changed conditions be alleged, Client agrees to notify AET before evidence of alleged change is no longer accessible for evaluation.

1.7 – Pricing in the proposal assumes use of these terms and conditions. AET reserves the right to amend pricing if Client requests modifications to the Agreement or use of Client’s alternate contract format. Any contract amendments made after Client has authorized the Services shall be applicable only to Services performed after the effective date of such amendment. The proposal and these terms and conditions, including terms of payment, shall apply to all Services performed prior to the effective date of such amendment.

1.8 - The AET proposal accompanying these terms and conditions is valid for thirty (30) days after the proposal issuance date to the Client. Any attempt to authorize Services after the expiration date is subject to AET’s right to revise the proposal as necessary.

SECTION 2 - SITE ACCESS AND RESTORATION

2.1 - Client will furnish AET safe and legal site access.

2.2 Client acknowledges that in the normal course of its Services, AET may unavoidably alter existing site conditions or affect the environment in the area being studied. AET will take reasonable precautions to minimize alterations to the site or existing materials. ~~Restoration of the site is the responsibility of the Client.~~

SECTION 3 - UNDERGROUND UTILITIES AND STRUCTURES (FACILITIES)

3.1 - AET’s sole responsibility under this section will be to contact the state “call before you dig” notification center (e.g. One Call in North Dakota, if such an entity exists, for location information of public utilities only. AET shall have no obligation to proceed with the work until Client has fully complied with all the requirements of this Section 3.

3.2 - Client will mark or cause to be marked the location of all other Facilities that service or are located on the site. AET shall be entitled to rely upon the accuracy of all location information supplied by any source.

3.3 - Client acknowledges that location data may be incorrect or that some Facilities may not be capable of location and Client fully accepts this risk and waives any claims against AET for incorrect locations or Facilities incapable of location.

3.4 – ~~Client shall hold harmless, indemnify and defend AET from all claims, damages, losses, fines, penalties and expenses (including attorney’s fees) arising out of or related to the following: a) Facilities that are not shown or vary from the locations shown on any plans or drawings, b) Facilities that are not located by or vary from the locations marked by Client, governmental or quasi-governmental locator programs, or private utility locating services, or c) any other Facilities that are not disclosed or vary from locations provided by the Client. The obligation to defend AET shall be independent of the obligation to indemnify and hold harmless AET and shall be with independent counsel acceptable to AET.~~

SECTION 4 - CONTAMINATION

4.1 - Client acknowledges and accepts all contamination risks which may be associated with the Services. Risks include, but are not limited to, cross contamination created by linking contaminated zones to uncontaminated zones during the drilling process; containment and proper disposal of known or suspected hazardous materials, drill cuttings and drill fluids; and decontamination of equipment and disposal and replacement of contaminated consumables. Discovery of actual or suspected hazardous materials shall entitle AET to take immediate measures it deems necessary in its sole discretion, including regulatory notification, to protect human health and safety, and/or the environment. Further, discovery of such materials constitutes a changed condition for which Client agrees to pay associated additional cost.

4.2 - Client shall indemnify and hold AET harmless from all liability, damages, claims or costs resulting from contaminants on the site.

SECTION 5 - SAFETY

5.1 - Client shall inform AET of any known or suspected hazardous materials or unsafe conditions at the site. If, during the course of AET's Services, such materials or conditions are discovered, AET reserves the right to take measures to protect AET personnel and equipment or to immediately terminate Services. Client shall be responsible for payment of such additional protection costs.

5.2 - AET shall only be responsible for safety of AET employees at the site; the safety of all others shall be Client's or other persons' responsibility.

SECTION 6 – SAMPLES

6.1 - Client shall inform AET of any known or suspected hazardous materials prior to submittal to AET. All samples obtained by or submitted to AET remain the property of the Client during and after the Services. Any known or suspected hazardous material samples will be returned to the Client at AET's discretion.

6.2 - Non-hazardous samples will be held for thirty (30) days and then discarded unless, within thirty (30) days of the report date, the Client requests in writing that AET store or ship the samples. Storage and shipping costs shall be borne solely by Client.

SECTION 7 - PROJECT RECORDS

The original project records prepared by AET will remain the property of AET. AET shall retain these original records for a minimum of three years following submission of the report, during which period the project records can be made available to Client at AET's office at reasonable times.

SECTION 8 - STANDARD OF CARE

AET performs its Services consistent with the level of care and skill normally performed by other firms in the profession at the time of this service and in this geographic area, under similar budgetary constraints.

SECTION 9 - INSURANCE

AET maintains insurance with coverage and minimum limits shown below. AET will furnish certificates of insurance to Client upon request.

9.1 –

Workers' Compensation	Statutory Limits
Employer's Liability	\$100,000 each accident
	\$500,000 disease policy limit
	\$100,000 disease each employee
Commercial General Liability	\$1,000,000 each occurrence
	\$1,000,000 aggregate
Automobile Liability	\$1,000,000 each accident
Professional/Pollution Liability Insurance	\$1,000,000 per claim
	\$1,000,000 aggregate

9.2 - Commercial General Liability insurance will include coverage for Products/Completed Operations extending one (1) year after completion of AET's Services as outlined in our proposal, Property Damage, Personal Injury, and Contractual Liability coverage applicable to AET's indemnity obligations under this Agreement.

9.3 - Automobile Liability insurance shall include coverage for all owned, hired and non-owned automobiles.

9.4 - Professional/Pollution Liability Insurance is written on a claims-made basis and coverage will be maintained for one (1) year after completion of AET's Services as outlined in our proposal. Renewal policies during this period shall maintain the same retroactive date.

9.5 - To the extent permitted by applicable state law, and upon Client's signing of the proposal, which includes these Terms and Conditions, and return of the same to AET, or Client provided forms of acceptance as defined in Section 1.1; Client and Owner shall be named an "additional insured" on AET's Commercial General Liability Policy (Form CG D4 14, which includes blanket coverage for the Additional Insured on a Primary and Non-Contributory basis). Client and Owner shall also be named an "additional insured" on a Primary and Non-contributory basis on AET's Automobile Liability Policy (Form CA T4 74). Any other endorsement, coverage or policy requirement may result in additional charges.

9.6 - AET will maintain insurance coverage required by this Agreement at its sole expense, provided such insurance is reasonably available, with insurance carriers licensed to do business in the state in which the project is located and having a current A.M. Best rating of no less than A minus (A-). Such insurance shall provide for thirty (30) days prior written notice to Client for notice of cancellation or material limitations for the policy or ten (10) days' notice for non-payment of premium.

9.7 - AET reserves the right to charge Client for AET's costs for additional coverage requirements unknown on the date of the proposal, e.g., coverage limits or policy modification including waiver of subrogation, additional insured endorsements and other project specific requirements.

SECTION 10 - DELAYS

If delays to AET's Services are caused by Client or Owner, other parties, strikes, natural causes, pandemic, weather, or other items beyond AET's control, a reasonable time extension for performance of the Services shall be granted, and AET shall receive an equitable fee adjustment.

SECTION 11 - PAYMENT, INTEREST, AND BREACH

11.1 - Invoices are due net thirty (30) days from the date of receipt of an undisputed invoice. Invoices will be paid without reductions for bond or retention. Client will inform AET of invoice questions or disagreements within fifteen (15) days of invoice date; unless so informed, invoices are deemed correct.

11.2 - Invoices remaining unpaid for sixty (60) days shall constitute a material breach of this Agreement, permitting AET, in its sole discretion and without limiting any other legal or equitable remedies for such breach, to terminate performance of this Agreement and be relieved of any associated duties to the Client or other persons. Further, AET may withhold from Client data and reports in AET's possession. If Client fails to cure such breach, all reports associated with the unpaid invoices shall immediately upon demand be returned to AET and Client may neither use nor rely upon such reports or the Services.

11.3 - AET reserves the right to pursue any unpaid invoice utilizing available remedies at law. AET explicitly reserves its ~~Mechanic Lien or Bond Claim~~ rights for nonpayment of an undisputed invoice. ~~Client is responsible for paying AET expenses and attorney fees related to collection of past due invoices.~~

11.4 - AET reserves the right to charge a 2.5% fee on any payment made using a credit card or debit card.

SECTION 12 - CHANGE ORDERS

AET's proposal associated with this project may provide an estimated cost for the work. If the proposal amount is a time and material estimate, or if changes occur affecting the project scope, estimated quantities, project schedule or other unforeseen conditions, AET will communicate with Client request a change order. However, nothing in this agreement shall be construed in any way as a waiver of payment by Client to AET for Services authorized under this agreement. Approval of a change order may be in writing, by electronic communication, or any directive for additional Services.

SECTION 13 - MEDIATION

~~13.1 - Except for enforcement of AET's rights to payment for Services rendered or to assert and/or enforce its lien rights, including without limitation assertion and enforcement of mechanic's lien rights and foreclosure of the same, Client and AET agree that any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to arbitration or the institution of legal or equitable proceedings by either party; provided however that if either party fails to respond to a request for mediation within sixty (60) days, the party requesting mediation may without further notice, proceed to arbitration or the institution of legal or equitable proceedings.~~

~~13.2 - Mediation shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association. Request for mediation shall be in writing and the parties shall share the mediator's fee and any filing fees equally and each party shall pay their own legal fees. The mediator shall be acceptable to both parties and shall have experience in commercial construction matters.~~

SECTION 14 - LITIGATION REIMBURSEMENT

~~Except for matters relating to non-payment of fees, which is governed by Section 11 hereof, payment of attorney's fees and costs associated with lawsuits or arbitration of disputes between AET and Client, which are dismissed or are judged substantially in either party's favor, shall be paid by the non-prevailing party. Applicable costs include, but are not limited to, attorney and expert witness fees, court costs, and other direct costs.~~

SECTION 15 - MUTUAL INDEMNIFICATION

15.1 - Subject to the limitations contained in Sections 15 and 18, AET agrees to indemnify Client from and against damages and costs to the extent caused by AET's negligent performance of the Services.

~~15.2 - Client agrees to indemnify AET from and against damages and costs to the extent caused by the intentional acts or negligence of the Client, Owner, Client's contractors and subcontractors or other third parties.~~

~~15.3 - If Client has an indemnity agreement with other persons or entities relating to the project for which AET's Services are performed, the Client shall include AET as an additional insured.~~

15.4 - AET's indemnification to the Client, including any indemnity required or implied by law, is limited solely to losses or damages caused by its failure to meet the standard of care and only to the extent of its negligence.

SECTION 16 - NON-SOLICITATION

~~Each party to this Agreement (a "Party") agrees that it will not encourage, induce, or actively solicit any employee of the other party to leave their employment for any reason, provided that neither Party is precluded from (a) hiring any such employee who has been terminated by a Party or its subsidiaries prior to commencement of employment discussions between a Party and such employee, or (b) soliciting any such employee by means of a general advertisement or through an employment agency that does not specifically pursue the employee, or (c) hiring employees or former employees of the other Party who contact the Party on its own accord. This Non-Solicitation provision shall be effective and enforceable for six (6) months following termination of this Agreement.~~

SECTION 17 - MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES

Except as specifically set forth herein and to the extent permitted by applicable law, Client and AET waive against each other, and each other's officers, directors, members, subcontractor, agents, assigns, successors, partners, and employees any and all claims for or entitlement to special, incidental, indirect, punitive, or consequential damages arising out of, resulting from, or in any way related to the Services provided by AET under this Agreement. This mutual waiver of consequential damages includes, but is not limited to, the following: loss of profits; loss of revenue; rental costs/expenses incurred; loss of income; loss of use of property, equipment, materials or services; loss of opportunity; loss of rent; loss of good will; loss of financing; loss of credit; diminution of value; loss of business and reputation; loss of management or employee productivity or the services of such persons; increased financing costs; cost of substitute facilities; cost of substitute goods/property/equipment; cost of substitute services; and/or cost of capital.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement in accordance with the provisions of the Agreement and related documents and shall survive any such termination.

SECTION 18 - LIMITATION OF LIABILITY

~~To the fullest extent permitted by applicable law, the total aggregate liability of AET and its officers, directors, partners, employees, subcontractors, agents, and sub-consultants, to Client and/or Client's employees, officers, directors, members, agents, assigns, successors, or partners, or anyone claiming through Client, for any and all injuries, damages, claims, losses, or expenses (including attorney's fees and costs) arising out of, resulting from or in any way related to Services provided by AET from any cause or causes, including, but not limited to, its negligence, professional errors and omissions, strict liability, breach of contract, or breach of warranty, shall not exceed the total compensation in excess of costs received by AET for Services or \$50,000, whichever is greater. The limitation of liability set forth herein does not apply to claims arising solely out of or related to the willful or intentional acts of AET.~~

SECTION 19 - POSTING OF NOTICES ON EMPLOYEE RIGHTS

Effective June 21, 2010, prime contracts with a value of \$100,000 or more and signed by federal contractors on projects with any agency of the United States government must comply with 29 CFR Part 471, which requires physical posting of a notice to employees of their rights under Federal labor laws. The required notice may be found at *29 Code of Federal Regulations Part 471, Appendix A to Subpart A*. The regulation also has a "flow-down" requirement for subcontractors under the prime agreement for subcontracts with a value of \$10,000 or more. AET requires strict compliance of its subcontractors working on federal contracts subject to this regulation. The regulation has specific requirements for location of posting and language(s) for the poster.

SECTION 20 - TERMINATION

After 7 days' written notice, either party may elect to terminate this Agreement for justifiable reasons. In this event, the Client shall pay AET for all work performed, including demobilization and reporting costs to complete the Services.

SECTION 21 - SEVERABILITY

Any provisions of this Agreement later held to violate a law or regulation shall be deemed void, and all remaining provisions shall continue in force. However, Client and AET will in good faith attempt to replace an invalid or unenforceable provision with one that is valid and enforceable, and which comes as close as possible to expressing the intent of the original provision.

SECTION 22 - GOVERNING LAW

This Agreement shall be construed in accordance with the Laws of the State of North Dakota without regard to its conflicts of law provisions.

SECTION 23 - ENTIRE AGREEMENT

This Agreement, including these terms and conditions and attached proposal and appendices, is the entire agreement between AET and Client. Regardless of method of acceptance of this Agreement by the Client, this Agreement supersedes any written or oral agreements, including purchase/work orders or other Client agreements submitted to AET after the start of our Services. Any modifications to this Agreement must be mutually acceptable to both parties and accepted in writing. No considerations will be given to revisions to AET's terms and conditions or alternate contract format submitted by the Client as a condition for payment of AET's accrued Services.

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
AMERICAN ENGINEERING TESTING, INC.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC C Corporation S Corporation Partnership Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
550 CLEVELAND AVE. N..

6 City, state, and ZIP code
ST. PAUL, MN 55114

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

				-						
--	--	--	--	---	--	--	--	--	--	--

or

Employer identification number

4	1	-	0	9	7	7	5	2	1
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ *Phillip Chase* Date ▶ *1/1/23*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



AMERCON-12

KREYNOLDS1

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/8/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 20443386 Hub International Great Plains 245 E. Roselawn Avenue Suite 31 Saint Paul, MN 55117-1940	CONTACT NAME: Ann Ross PHONE (A/C, No, Ext): (651) 288-5137 E-MAIL ADDRESS: ann.ross@hubinternational.com	FAX (A/C, No): (651) 286-0560
	INSURER(S) AFFORDING COVERAGE	
INSURED AMERICAN CONSULTING SERVICES INC AMERICAN ENGINEERING TESTING INC AMERICAN PETROGRAPHIC SERVICES INC 650 CLEVELAND AVE N ST PAUL, MN 55114-1804	INSURER A: The Phoenix Insurance Company	25623
	INSURER B: The Travelers Indemnity Company of America	25666
	INSURER C: Travelers Property Casualty Company of America	25674
	INSURER D: The Travelers Indemnity Company	25658
	INSURER E: Continental Casualty Company	20443
	INSURER F:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			P630539K8896PHX23	1/1/2023	1/1/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			8102L6457122343G	1/1/2023	1/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			CUP3K2260092343	1/1/2023	1/1/2024	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB9H9151012343G	1/1/2023	1/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
E	PROF/POLL LIABILITY			ECH254066939	1/1/2023	1/1/2024	EACH CLAIM 10,000,000
E	RETRO: 070287			ECH254066939	1/1/2023	1/1/2024	AGGREGATE 15,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RENEWALS: contracts@teamAET.com

CERTIFICATE HOLDER CANCELLATION

ILLUSTRATION CERTIFICATE	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--------------------------	---



Engineering Memorandum

May 15, 2024

RE: May 21st City Commission Meeting

2024 WATER MAIN AND LEAD SERVICE LINE REPLACEMENT TASK ORDER AMENDMENT TO APEX ENGINEERING GROUP, INC.

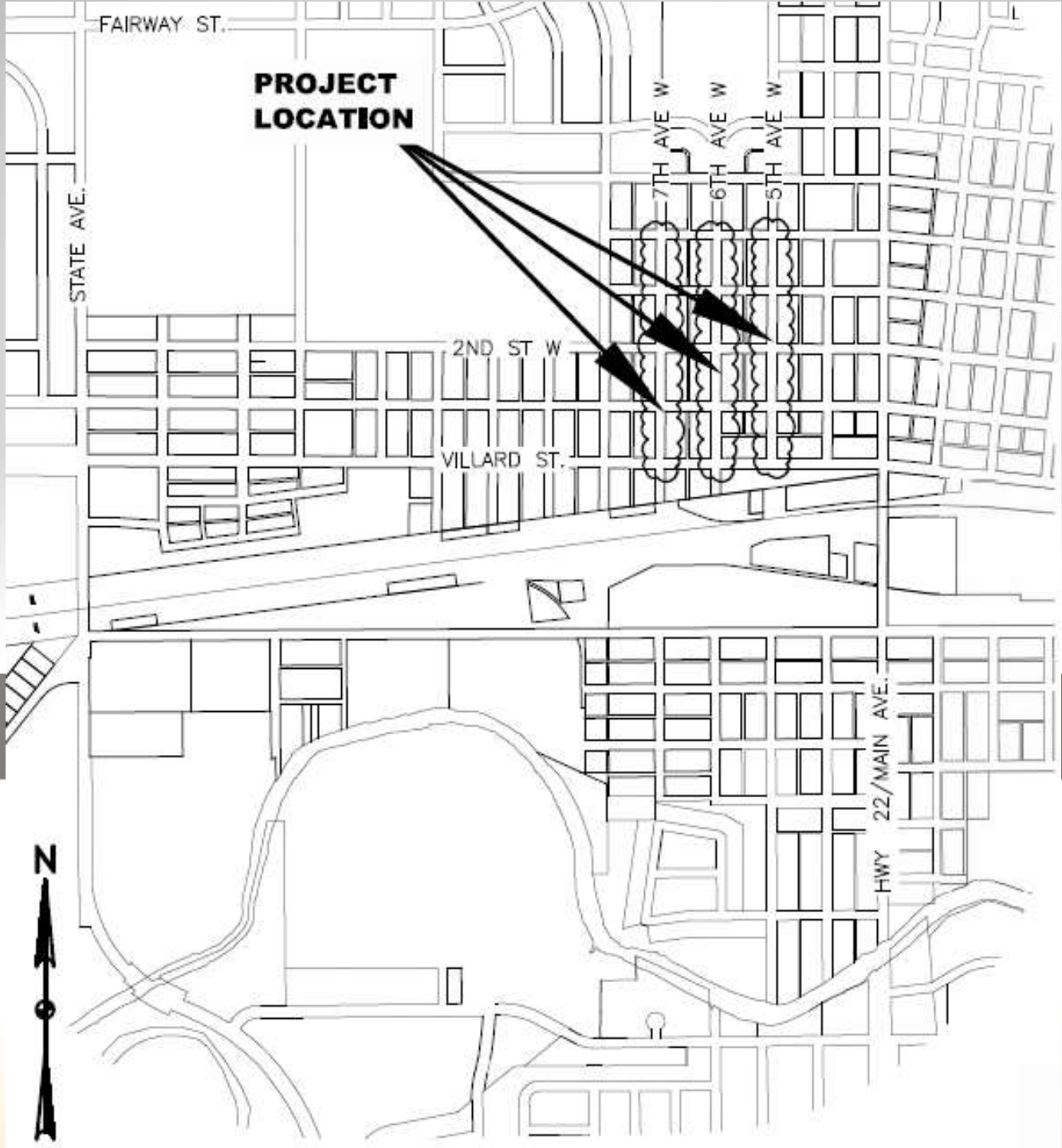
For your consideration is a task order amendment with Apex Engineering Group, Inc. to provide construction engineering for the 2024 Watermain and Lead Service Line Replacement project for an amount not to exceed **\$413,800.00**. The original task order was approved by the City Commission at the September 5, 2023 City Commission meeting to perform the preliminary and design engineering services for the project. A legal review of this task order has been completed.

The project was approved with the 2024 capital improvement project budget, and it is to be paid for using Gross Production Tax (GPT), State Revolving Fund (SRF), Department of Water Resources Grant, and 2024 Road Maintenance Fund with a SID. The total project is expected to be \$4,875,000.

BEK Consulting has been awarded the construction contract of this project which is scheduled to begin in late July 2024.

The city engineering staff recommends approval.





This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated January 1, 2018.

Amendment No. 2 To Task Order No. 2023-4: 2024 Watermain and Lead Service Line Replacement Project

1. Background Data:

- a. Effective Date of Task Order: September 5, 2023
- b. Owner: City of Dickinson, ND
- c. Engineer: Apex Engineering Group, Inc.
- d. Specific Project: 2024 Watermain and Lead Service Line Replacement Project

2. Description of Modifications

- a. The Scope of Services currently authorized to be performed by Engineer in accordance with the Task Order and previous amendments, if any, is modified as follows:
 - i. the services (and related terms and conditions) set forth in the following sections of Exhibit A, as attached to the Agreement referred to above, such sections being hereby incorporated by reference:
 - Construction Phase Services (Exhibit A, Paragraph A1.05)
 - including Resident Project Representative (RPR) services (A1.05.A.2) - Exhibit D of the Agreement is expressly incorporated in this Task Order Amendment by reference.
 - Post-Construction Phase Services (Exhibit A, Paragraph A1.06)
- b. Attachments: **Attachment 1 – Scope of Services** pertaining to specific tasks for the project.

- c. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation: \$413,800* (Hourly Rates)
 *Based on construction schedule provided by Contractor - will not be exceeded without Owner's written approval.
- d. The schedule for rendering services under this Task Order is modified as follows (Contractor dependent):
 - Construction Phase Services: May 21, 2024 to October 31, 2024 (includes estimated 22 weeks of construction)
 - Post Construction Phase Services: November 1, 2024 to February 1, 2025

3. Task Order Summary (Reference only)

a.	Original Task Order amount:	\$ 258,800
b.	Net change for prior amendments:	\$ 26,600
c.	This amendment amount:	\$ 413,800
d.	Adjusted Task Order amount:	\$ 699,200

The foregoing Task Order Summary is for reference only and does not alter the terms of the Task Order, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Task Order as set forth in this Amendment. All provisions of the Agreement and Task Order not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is May 21, 2024.

OWNER:

By: _____

Title: _____

Date Signed: _____

ENGINEER:

By: Scott M. Schneider

Title: Vice President

Date Signed: 5-15-2024



Water | Transportation | Municipal | Facilities

Attachment 1 to Amendment No. 2, Task Order No. 2023-4

Scope of Services: 2024 Watermain and Lead Service Line Replacement Project

City of Dickinson, North Dakota
May 15, 2024

Tasks
Task 1, Construction and Post Construction Services
Task 2, Funding Documentation and Support Services

Background:

Project to replace existing cast-iron watermains and lead service lines. The 2024 project includes the following areas: 5th, 6th and 7th Avenues: Villard St. to 4th Street W. All service lines will be replaced from the main to the curb stop and lead service lines will also be replaced as part of the project from the curb stop to the meter. A 6” Watermain on 5th Avenue from 2nd St. West to 4th Street will be abandoned and the service lines will be connected to the 12” watermain. The project also includes a Street Improvement District (SID) which entails the assessment of the removal and replacement of failed curb and gutter, sidewalks and driveways to adjacent property owners. A mill and overlay for the watermain replacement area is also included in the scope of the project.

Task 1, Construction and Post Construction Services

Objective:

The objective of this task is to observe and manage construction of the 2024 Watermain and Lead Service Line Replacement Project. This task also includes project management for the entire project. The estimated construction schedule is from June 13, 2024 to October 25, 2024.

1.0 Construction and Post Construction Services

1.1 Contract Administration

1.2 Construction Observation

- Contractor has scheduled five 12-hour days plus one 8-hour day per week.
- Lead Service line replacements will be coordinated with City staff and specific property owners. Construction Observation includes coordinating with property owners and City staff in the field.

1.3 Construction Progress Meetings

- Progress meetings will be weekly

1.4 Shop Drawing & Submittal Review

1.5 Partial Payment Processing

1.6 Project Startup

1.7 Closeout

- Record Drawings and GIS files of pipes, valves and hydrants with City attributes populated (pipe size, material, year installed)

Task 2, Funding Documentation and Support Services

Objective:

The objective of this task is to document construction costs for the following funding requirements:

2.0 Funding Documentation Services

2.1 Street Improvement District (SID):

- Replacement of failed curb and gutter, sidewalks and driveways will be tracked and assessed to adjacent property owners through an established SID.
- Apex will provide the final digital assessment letters to the City for printing and mailing to the property owners.

2.2 ND Department of Water Resources (NDDWR):

- The City has a contract with NDDWR for cost share of the watermain and associated costs of 10-feet of surface improvements over the watermain and service lines.
- Quantities for NDDWR Cost Share reimbursements will be tracked according to the approved Cost Share application.
- Apex will assist the City with Cost Share request submittals.

2.3 Drinking Water SRF Loan:

- The City will be applying for a two separate loans through the Drinking Water State Revolving Fund (CWSRF). One loan will be specific to Lead Service line replacements. This task includes assisting with the final loan documentation and coordinating and submitting Pay Requests for the DWSRF Program and loan closeout documents.

City of Dickinson Responsibilities:

- ✓ Execute contract between City of Dickinson and Apex.
- ✓ Provide requested information in a timely manner.
- ✓ Coordinate with Engineer of Record as requested.

Apex Responsibilities and Deliverables:

- ✓ Review and execute contract with City of Dickinson in a timely manner.
- ✓ Communicate with City of Dickinson on project updates and schedule.
- ✓ Manage Project Staff to complete project tasks, meet contractual deadlines and stay within budget.

Engineering & Community Development

Presented by: Joshua Skluzacek – Engineer/Community Development Director
Tuesday May 21, 2024

City Commission Monthly Report



Planning

- 21 Pre-Application Meetings in 2024 (6 in April)
- May P&Z Meeting Included 10 Agenda Items
- Transportation Master Plan and Comprehensive Plan Update
 - Wednesday May 1 – Three Public Input Meetings
 - Website <https://inputcentral.com/Direction2050>



Planning



THE CITY OF DICKINSON is updating the Transportation Master Plan and Comprehensive Plan. These planning efforts are being combined together into one plan—**Direction 2050.**

This long-range plan serves as a guiding document for the City helping direct policies for future development and identifying short-term and long-term roadway and infrastructure projects.



Think of all that has changed in Dickinson over the last 10 years and imagine what the future holds.



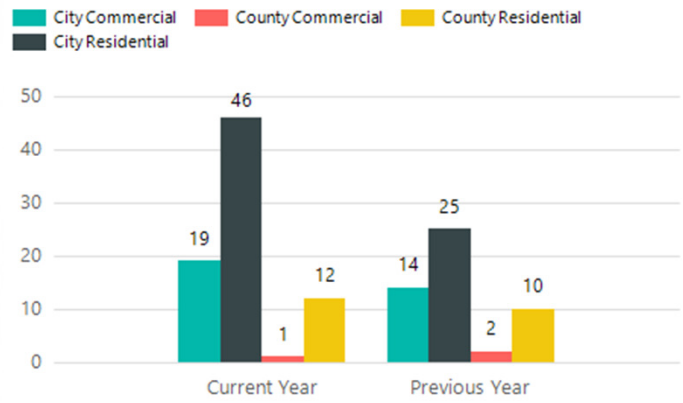
PROVIDE YOUR INPUT



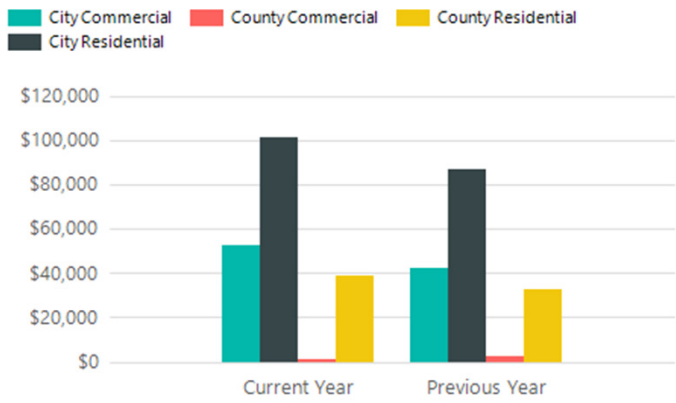
As a resident, business owner, and community supporter we need your help in ensuring Dickinson is headed in the right direction.

Buildings & Codes

Number of Permits Paid & Picked Up



Total Fees for Permits Paid & Picked Up



Date Range reported through April 30, 2024



Engineering

Project Name	Project Manager	Progress	Start	End
EXECUTION				
NORTH INDUSTRIES UTILITIES	JS	70%	9/5/2023	7/12/2024
SIMS - 9TH ST E TO MUSEUM DR	JS	0%	6/17/2024	10/25/2024
HWY 22/3RD AVE W - 8TH ST S TO 15TH ST MICROSURFACING	JS	0%	5/3/2024	9/16/2024
2024 ROAD MAINTENANCE	JS	5%	5/1/2024	8/24/2024
SUNDANCE COVES LIGHTING	KK	20%	6/17/2024	10/30/2024
2024 WATERMAIN & LEAD SERVICE LINE	JS	0%	7/13/2024	10/11/2024
I-94 EBL MICROSURFACING	JS	0	8/5/2024	8/30/2024

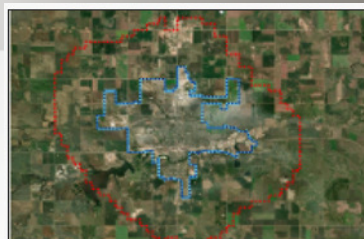


Engineering

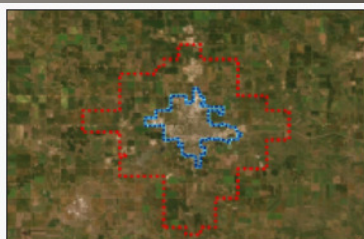
PRELIMINARY/DESIGN ENGINEERING					PRELIMINARY/DESIGN ENGINEERING				
EAST BROADWAY DAM	JS	40%	11/27/2023	12/15/2024	10TH AVE E - VILLARD TO MUSEUM DR	JS	20%	2/6/2024	8/14/2024
HEART RIVER BRIDGE IMPROVEMENTS - S. STATE AVE.	KK	40%	2/20/2023	8/16/2024	10TH AVE E - MUSEUM DR to 21ST ST E	JS	10%	2/6/2024	1/17/2025
I-94 WBL & ROUNDABOUTS	JS	65%	1/8/2023	10/11/2024	1ST ST E - SIMS to 4TH AVE E	JS	20%	2/6/2024	8/15/2025
HWY 22/3RD AVE W TRAFFIC SIGNAL STUDY	JS	80%	4/1/2023	10/4/2024	5TH ST SW - 3RD AVE W to 6TH AVE E	JS	30%	2/6/2024	8/14/2024
PATTERSON LAKE IMPROVEMENTS	JS	0%	4/12/2023	12/31/2024	9TH ST W & 5TH AVE W INTERSECTION	JS	20%	2/6/2024	1/17/2025
FIRE STATION EVALUATION	JS	80%	1/16/2024	5/31/2024	4TH ST E, 5TH ST E, & 26TH AVE E STREET & STORM WATER IMPROVEMENTS	JS	0%	3/5/2024	8/15/2025
PUBLIC SAFETY TRAINING CENTER	JS	70%	12/20/2023	6/28/2024	NW REGIONAL POND	JS	0%	3/5/2024	8/15/2025
SIMS - 2ND ST E TO 9TH ST E	JS	30%	7/8/2024	1/17/2024	2025 ROAD MAINTENANCE	JS	30%	3/5/2024	11/15/2024
FAIRWAY/STATE STORM WATER DRAINAGE SYSTEM UPGRADES	JS	0%	3/5/2024	8/15/2025	2025 WATERMAIN & LEAD SERVICE LINE	JS	30%	3/5/2024	11/15/2024
ENTRANCE SIGNS	KK	40%	9/26/2023	6/30/2024	8TH AVE SE CROSSINGS & HEART RIVER TRIBUTARY 47 DRAINAGE	JS	0%	3/5/2024	11/15/2026
NORTH INDUSTRIES STREETS	JS	40%	11/8/2023	7/9/2024	DICKINSON DRAINAGEWAY	JS	0%	3/5/2024	11/15/2027
TRANSPORTATION MASTER PLAN & COMP. PLAN UPDATE	JS	30%	12/21/2023	2/28/2025	QUEEN CITY DAM EAP & MITIGATION	JS	0%	3/5/2024	11/15/2024

Geographic Information System (GIS)

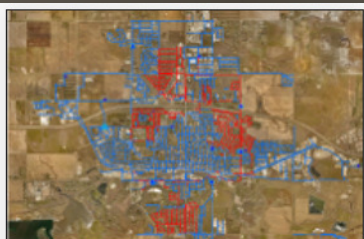
- Enterprise GIS Software upgrade to long term support version 11.1 completed
- All Interment features created in GIS with real-time link to V database, PDF reports and maps, remaining inconsistencies corrected over time (books vs V).
- Integrating latest PW lead service survey info to GIS map.



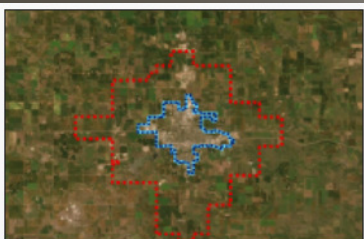
Web Map
Dickinson Land Information Map
Information about Tax parcels, Zoning,
and other features.



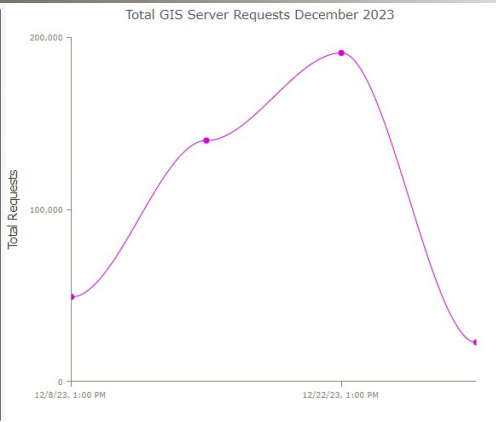
Web Map
Dickinson Street Information Map
Map Showing various street designations
for the City of Dickinson,ND



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.



Thank you!

QUESTIONS AND COMMENTS ARE WELCOME



www.DickinsonGov.com





STATUS OF *Women &* *Children*

FEBRUARY 2024

DICKINSON
STARK COUNTY



INTRODUCTION

Are the women in Dickinson and Stark County healthy? Are these women rich or poor? Are they uneducated or educated? Are they working? What about their children? It stands to reason a woman's circumstances are reflected in her children, right?

So, these are a few of many good questions to answer if we want to know the status of women in our community - are they treated fairly, do they experience inclusion in our schools and government, have good healthcare and are they given the same opportunities as men?

Women Empowering Women asked these many questions, gathered the data, and became aware of the status of women which is presented in this report.

However, this is cold hard data. The story isn't always clear, and the impacts are rarely evident. We hope that you will join us to find stories, explain the data, identify changes where needed and celebrate what has been clearly addressed and accomplished.

Women Empowering Women is a nonprofit organization of volunteers committed to encouraging the betterment of women and building a strong community.



Info@wewnetwork.org



wewnetwork.org

table of contents

INTRODUCTION

STATUS OF WOMEN

Basic Demographics..... 4

Political Participation..... 8

Employment and Earnings11

Social and Economic Activity 14

Reproductive Health..... 21

Health and Wellbeing.....23

Children25

METHODOLOGY



Basic Demographics

INSTITUTE FOR WOMEN’S POLICY RESEARCH

Demographic information is important because it presents a profile of the area’s female population and can be used to provide insight into other topics. Data can also help target programs and advocacy efforts. Basic demographic data for the area include the percentage of the population that is female, the racial/ethnic makeup of the female population, the percentage of women with a disability, and the marital status of women in the country.

Q. *What portion of the area’s population are women?*

A. *In Dickinson, women comprised 48% of the total population, similar to Stark County, also 48%.*



GENDER DISTRIBUTION

Area	Total Population	Women		Men	
		Number	Percent	Number	Percent
Dickinson	25,116	12,023	48%	13,093	52%
Stark County	32,989	15,699	48%	17,290	52%
North Dakota	776,874	377,529	49%	399,345	51%
United States	331,097,593	166,897,295	50%	164,200,298	50%

Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Data Profiles, Table DP05





Q. What is the racial composition of women in the area?

A. In Dickinson, women who identify as nonwhite comprised 14% of the total female population, slightly higher than Stark County at 12%.

RACIAL DISTRIBUTION OF WOMEN

Area	Total	Women						
		Percent of Women who are:						
		White	Black	American Indian or Alaska Native	Asian	Native Hawaiian or Other Pacific Islander	Some Other Race	Two or More Races
Dickinson	12,023	86%	3%	1%	2%	0.6%	4%	4%
Stark County	15,699	88%	3%	2%	1%	0.5%	3%	3%
North Dakota	377,529	85%	3%	5%	2%	0.2%	1%	4%
United States	166,897,295	66%	13%	1%	6%	0.2%	6%	9%

Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Data Profiles, Table DP05



Q. What percentage of women are Hispanic or Latina?

A. In Dickinson, women who identify as Hispanic or Latina comprised 8% of the total female population, slightly higher than Stark County, at 6%.

In both cases, the percentage of women who identify as Hispanic or Latina was higher than North Dakota overall at 4%.

HISPANIC OR LATINA DISTRIBUTION OF WOMEN

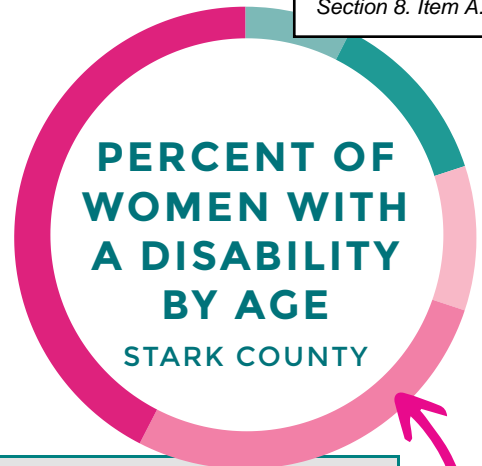
Area	Total	Women	
		Hispanic or Latina	
		Number	Percent
Dickinson	12,023	898	8%
Stark County	15,699	960	6%
North Dakota	377,529	16,128	4%
United States	166,897,295	31,129,453	19%



Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Data Profiles, Table DP05

Q. *What percentages of women have a disability?*

A. *In Dickinson, women with a disability comprised 11% of the total female population, slightly higher than Stark County, at 10%.*



DISABILITY STATUS OF FEMALES

Area	Civilian Noninstitutionalized Women								
	Total	With a Disability		Percent of Women with a Disability by Age					
		Number	Percent	0-4	5-17	18-34	35-64	65-74	75+
Dickinson	11,842	1,338	11 %	0%	7%	12%	8.5%	22 %	39 %
Stark County	15,512	1,599	10 %	0%	6%	10%	8.1%	22 %	34 %
North Dakota	371,103	41,640	11 %	1%	4 %	7.4%	10%	20%	43%
United States	165,482,854	21,591,830	13 %	1%	5%	6.9%	13%	23%	48%

Source: US Census Bureau, 2022. American Community Survey 5-Year Estimates Detailed Tables, B18101





Q. *What is the marital status of women in the area?*

A. *In Dickinson, women who are married comprised 50% of the total female population, slightly lower than Stark County, at 53%.*

MARITAL STATUS OF WOMEN 15 YEARS AND OLDER

Area	Women 15 Years and Older	Median Age at First Marriage	Percent of Women who are			
			Never Married	Now Married	Widowed	Divorced
Dickinson	9,300	Data not available	26%	53%	10%	12%
Stark County	12,148		24%	56%	9%	12%
North Dakota	302,755	27.1	28%	53%	9%	10%
United States	137,431,372	28.5	31%	48%	9%	12%

Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Detailed Tables, B12001
US Census Bureau, 2022: American Community Survey 5-Year Estimates Detailed Tables, B12007



The median age at first marriage for North Dakota overall is 27.1 years old, younger than the US at 28.5 years old.



Political Participation

INSTITUTE FOR WOMEN’S POLICY RESEARCH

Political participation allows women to influence policies that affect their lives. By voting, running for office, and taking advantage of other avenues of participation, women can make their concerns, experiences, and priorities visible in policy decisions. This section discusses data on four aspects of women’s involvement in the political process: female-elected representation, women’s—institutional resources (for example, a task force or a commission focused on the status of women), and women’s voter registration and turnout.

Q. **What percentage of the area’s officeholders are women?**

A. *Few women are elected to county commissions with none in Stark County and only 12% in North Dakota. Women are better represented as elected officials with 67% in Stark County and 60% in North Dakota. In Stark County, the auditor/treasurer, state’s attorney, and sheriff are elected whereas the recorder is appointed and the clerk of district court a state employee.*



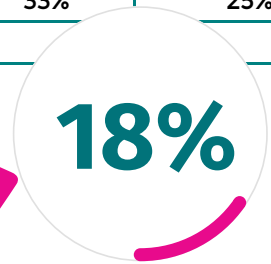
With one judgeship vacant, Southwest Judicial District is represented by 25% women compared to 33% in North Dakota overall. Judgeships are elected positions with except interim appointments by the Governor in the event a judge vacates a position during their term.

22% of officials elected to represent Stark County in the North Dakota State Legislature are women, slightly lower than 25% statewide. Of the 35 women elected to the North Dakota Legislative Assembly in 2022, 71% (25) are Republican and 29% (10) are Democrat.

PROPORTION OF ELECTED OFFICIALS THAT ARE WOMEN

Area	Percent of Elected Officials that are Women				
	City Commission	County Commission	Auditor, Treasurer, Recorder, Clerk of District Court, State’s Attorney, Sheriff	District Judgeships	State Senators & Representatives
Dickinson	20%				
Stark County		0%	67%	25%	23%
North Dakota	18%	12%	60%	33%	25%
United States	Data not available				

Source: City of Dickinson – City Hall
 North Dakota Association of Counties
 ND State’s Attorneys’ Association
 North Dakota Sheriff’s & Deputies Association
 State of North Dakota Courts
 North Dakota Legislative Council



Q. Does the area have a task force or commission focused on the status of women?

A. The North Dakota Commission on the Status of Women is mandated by North Dakota Century Code 54-34.3-10 with a mission to improve the status of women in the state. In this role, the Commission works to understand the issues affecting the well-being of North Dakota’s women and acts as a non-partisan and unbiased advisory group to the Office of the Governor, the North Dakota Department of Commerce, and the state legislature.

The mission of the nonprofit organization, North Dakota Women’s Action Coalition (NDWAC) is “Empowering women in civic engagement for themselves, their families, and their communities, to foster meaningful growth in North Dakota.” To fulfill this mission NDWAC is focused on mentoring, generating tools for Advocacy, providing education on civic Issues, and facilitating generational and community connections.



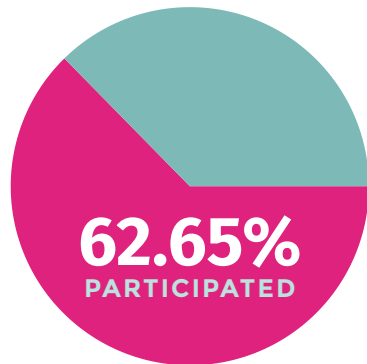
Q. What percentages of women in the area were registered to vote?

A. Voter registration is not required in North Dakota.

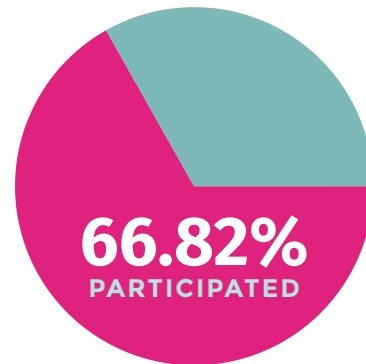
Q. What percentage of women in the area voted in the 2020/2022 elections?

A. Specific voter turnout characteristics for the area are not available. Neither the Stark County voter tracking system nor the North Dakota Secretary of State’s Division of Elections tracks male versus female voter turnout.

Statewide turnout for the 2020 General Election (Presidential) was 63%, while statewide turnout for the 2022 General Election (Midterm) was 43%. Stark County, turnout for the same two elections was higher at 67% and 58%, respectively.



**NORTH DAKOTA
2020 GENERAL ELECTION
PRESIDENTIAL**



**STARK COUNTY, ND
2020 GENERAL ELECTION
PRESIDENTIAL**



Employment and Earnings

INSTITUTE FOR WOMEN'S POLICY RESEARCH

Because earnings are the largest component of income for most families, earnings and economic well-being are closely linked. Ensuring women's economic rights includes improving access to employment, eliminating occupational segregation and employment discrimination, and helping men and women balance work and family responsibilities. This section directs you to data on several aspects of women's economic status: women's earnings, the female/male earnings ratio, women's labor force participation, and the percentage of women who are employed in professional or managerial occupations.

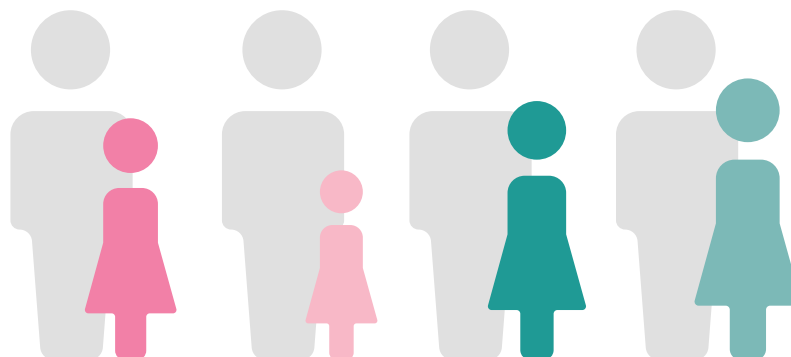
Q. *What are the median annual earnings of full-time, year-round female workers?*

A. *In Dickinson, women with full-time, year-round work experience report median earnings of \$49,694 which is 71% of their male counterparts at \$69,699. The gender wage gap for full-time, year-round work experience in Stark County is slightly lower at 66%, while the gender wage gap in North Dakota is higher and closer to the gender wage gap in the United States at 79% and 81%, respectively.*

WORK EXPERIENCE BY GENDER AND MEDIAN EARNINGS

Area	Population 16 Years and Older with Work Experience		Median Income for the Population 15 Years and Older with Income		
	Worked Full-Time, Year-Round in the Past 12 months		Median Annual Wage		Gender Wage Gap for Full-Time, Year-Round Working Women
	Women	Men	Women	Men	
Dickinson	3,733	5,748	\$49,694	\$69,699	71%
Stark County	4,728	7,505	\$49,295	\$75,089	66%
North Dakota	118,541	172,541	\$50,696	\$64,593	79%
United States	49,303,852	65,784,915	\$52,634	\$65,075	81%

Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Detailed Tables, B20005
 US Census Bureau, 2022: American Community Survey 5-Year Estimates Detailed Tables, B19326



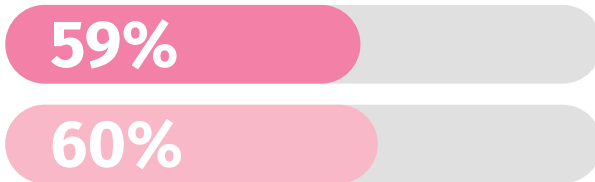
Q. What is the labor force participation status of women in the area?

A. In Dickinson, women who participate in the labor force were 59% (employed) and 1% (unemployed) of the total female population, which is nearly identical to Stark County, at 60% (employed) and 1% (unemployed). The percentage of women not in the labor force in Dickinson, and Stark County, are both approximately 40%, higher than North Dakota overall at 36%, but lower than the United States overall at 41%.

LABOR FORCE STATUS OF WOMEN

Area	Women 16 Years and Older	Percent of Women who are		
		In the Labor Force		Not in the Labor Force
		Employed	Unemployed	
Dickinson	8,280	59%	1%	40%
Stark County	12,049	60%	1%	40%
North Dakota	298,098	62%	2%	36%
United States	135,324,736	55%	3%	41%

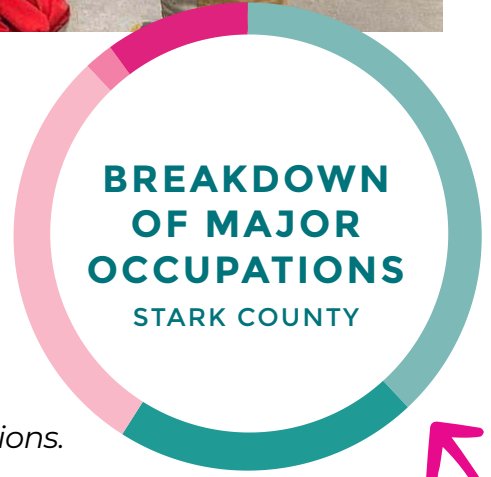
Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Detailed Tables, B23001





Q. What are the major occupations of women in the area?

A. In Dickinson, 39% of women are employed in management, business, science, and art; 27% in sales and office positions; and 22% in service occupations. In Stark County, the numbers are similar with 38% of women employed in management, business, science, and art; 29% in sales and office positions; and 21% in service occupations.



OCCUPATIONS OF WOMEN 16 YEARS AND OLDER

Area	Civilian Employed Women 16 Years and Older	Percent of Women who are				
		Management, Business, Science and Art	Service Occupations	Sales and Office	Natural Resources, Construction and Maintenance	Production, Transportation, Material Moving
Dickinson	5,476	38%	22%	27%	2%	11%
Stark County	7,183	38%	21%	29%	2%	10%
North Dakota	185,851	45%	22%	26%	1%	5%
United States	74,955,224	45%	20%	27%	1%	7%

Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Subject Tables, S2401

Social and Economic Autonomy

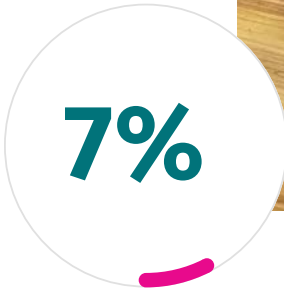
INSTITUTE FOR WOMEN'S POLICY RESEARCH

While labor force participation and earnings are critical to women's financial security, many additional resources and opportunities affect women's ability to act independently, exercise choice, and control their lives. This section highlights several topics important to women's social and economic autonomy: health insurance coverage, educational attainment, business ownership, and poverty.



Q. *What is the health insurance coverage status of women in the area?*

A. *In Dickinson, uninsured females comprised 6% of the total female population, slightly lower than Stark County, at 7%.*



HEALTH INSURANCE COVERAGE STATUS BY GENDER

Area	Civilian Noninstitutionalized Population						
	Total	Females			Males		
		Total	Without Health Insurance		Total	Without Health Insurance	
			Number	Percent		Number	Percent
Dickinson	24,805	11,842	743	6%	12,963	1,302	10%
Stark County	32,672	15,512	1,043	7%	17,160	1,531	9%
North Dakota	759,609	371,103	22,009	6%	388,506	32,696	8%
United States	326,147,510	165,482,854	12,698,840	8%	160,664,656	15,616,252	10%

Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Subject Tables, S2701

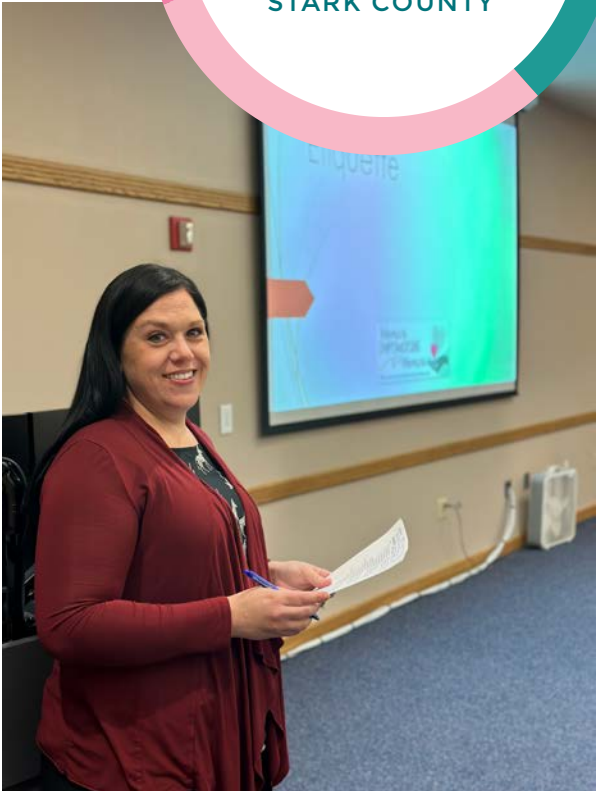
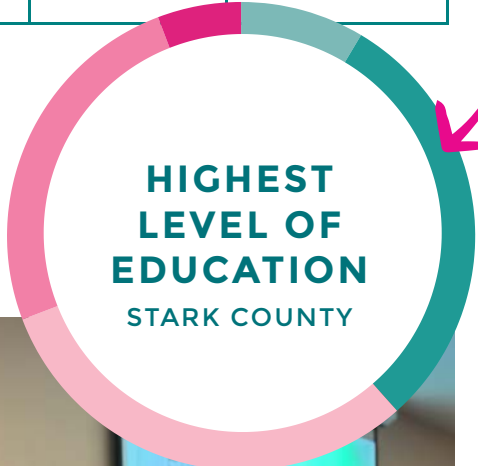
Q. *What percentage of women have completed four or more years of college?*

A. *In Dickinson, women who have achieved a bachelor's degree or higher comprised 27% of the total female population, slightly lower than Stark County, at 28%.*

HIGHEST LEVEL OF EDUCATIONAL ATTAINMENT OF WOMEN

Area	Women 18 Years and Older	Percent of Women with				
		Less than a High School Diploma	High School Diploma or GED	Some College, but Less than a Bachelor's	Bachelor's Degree	Graduate or Professional Degree
Dickinson	8,863	9.8%	31%	32%	22%	5%
Stark County	11,556	8.9%	31%	32%	26%	6%
North Dakota	289,037	6.1%	24.1%	37%	25%	9%
United States	131,171,737	10.2%	26%	31%	22%	13%

Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Subject Tables, S1501



Q. What percentages of the area's businesses are owned by women?

A. When Nonemployer firms are considered, women's ownership greatly increases in Dickinson/Stark County/Micro Area. Most Nonemployer firms are owned by self-employed women, most likely a sole proprietorship. These women typically earn income from independent work such as freelance, start-up or side businesses and it may or may not be the owner's principal source of income.



Publicly held and other firms not classifiable by gender are not included in the totals.



OWNERSHIP OF EMPLOYER FIRMS

Area	Total Classifiable by Owner	Majority Female-Owned		Majority Male-Owned		Equally Female -Male Owned	
		Number	Percent	Number	Percent	Number	Percent
Dickinson	661	81	12%	488	74%	91	14%
Stark County	971	120	12%	688	71%	163	17%
North Dakota	18,267	2,940	16%	11,621	64%	3,707	20%
United States	5,474,721	1,134,549	21%	3,480,438	64%	859,735	16%

Source: US Census Bureau, 2017: Economic Surveys, ECNSVY Annual Business Survey Company Summary, Table AB1700CSA01



OWNERSHIP OF NONEMPLOYER FIRMS

Area	Total Classifiable by Owner	Majority Female-Owned		Majority Male-Owned		Equally Female -Male Owned	
		Number	Percent	Number	Percent	Number	Percent
Dickinson, ND Micro Area*	2,500	1,100	44%	1,300	52%	100	4%
North Dakota	54,500	22,000	40%	30,000	55%	2,100	4%
United States	25,070,000	10,550,000	42%	13,910,000	56%	612,000	2%

Source: US Census Bureau, 2017: Economic Surveys, ECNSVY Nonemployer Statistics by Demographics Company Summary Table, NES-D

* Micropolitan statistical areas are comprised of the county or counties (or similar entities) linked to at least one urban area with a population ranging from 10,000 to less than 50,000. Additionally, these areas include neighboring counties that exhibit a significant level of social and economic interconnectedness with the central urban core, as determined by commuting connections.



OWNERSHIP OF EMPLOYER AND NONEMPLOYER FIRMS

Area	Total Classifiable by Owner	Majority Female-Owned		Majority Male-Owned		Equally Female Male-Owned	
		Number	Percent	Number	Percent	Number	Percent
Dickinson, ND Micro Area*	3,471	1,220	35%	1,988	57%	263	8%
North Dakota	72,767	24,940	34%	41,621	57%	5,807	8%
United States	30,544,721	11,684,549	38%	17,390,438	57%	1,471,735	5%

Source: US Census Bureau, 2017: Economic Surveys, ECNSVY Annual Business Survey Company Summary, Table AB1700CSA01

US Census Bureau, 2017: Economic Surveys, ECNSVY Nonemployer Statistics by Demographics Company Summary Table, NES-D

* Micropolitan statistical areas are comprised of the county or counties (or similar entities) linked to at least one urban area with a population ranging from 10,000 to less than 50,000. Additionally, these areas include neighboring counties that exhibit a significant level of social and economic interconnectedness with the central urban core, as determined by commuting connections.

Of all businesses in the US owned by either men or women, approximately 80% are non-employer firms.

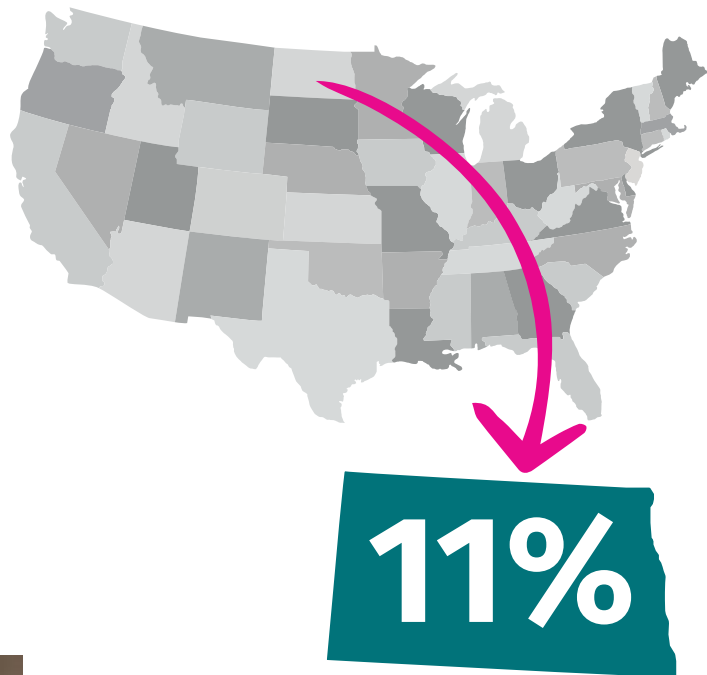
Q. What percentage of women lives below poverty level?

A. 11% of the total female populations in Dickinson, and Stark County, live below the poverty level.

POVERTY STATUS OF WOMEN

Area	Women		
	Total	Living Below Poverty Level	
		Total	Percent
Dickinson	11,657	1,266	11%
Stark County	15,309	1,625	11%
North Dakota	365,546	43,229	12%
United States	163,603,442	22,412,252	14%

Source: US Census Bureau, 2022: American Community Survey 1-Year Estimates Subject Tables, S1701





A. In Dickinson, women who identify as American Indian or Alaska Native are nearly three times more likely to live below the poverty level than women who identify as white alone. While slightly lower, in Stark County, ND, women who identify as American Indian or Alaska Native are still two times more likely to live below the poverty level than women who identify as white alone.

POVERTY STATUS OF WOMEN BY RACE

Area	American Indian and Alaska Native Alone			White Alone		
	Total	Living in Poverty		Total	Living in Poverty	
		Number	Percent		Number	Percent
Dickinson	129	31	24%	10,122	915	9%
Stark County	217	36	17%	13,509	1167	9%
North Dakota	16,876	5,326	32%	309,328	26,357	9%
United States	1,362,864	307,974	23%	107,944,484	10,893,678	10%



Source: US Census Bureau, 2022: American Community Survey 1-Year Estimates Subject Tables, S1701

A. In Stark County, 15% of single mothers with children under 18 years live below the poverty level.



POVERTY STATUS OF SINGLE MOTHERS

Area	Single Mothers with Children					
	Under 18 Years in Households Below Poverty Level		Under 6 Years in Households Below Poverty Level		6-17 Years in Households Below Poverty Level	
	Number	Percent	Number	Percent	Number	Percent
Dickinson	Data not available					
Stark County	147	15%	36	25%	111	76%
North Dakota	13,605	35%	3,251	32%	9,224	68%
United States	6,780,146	39%	1,912,001	29%	4,800,343	71%



Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Subject Tables, S0901

Q. What are the living wages versus poverty wages in the area?

A. The living wage (i.e., what a full-time worker must earn on an hourly basis to help cover the cost of their family's minimum basic needs where they live) in Stark County, is higher than the living wage in North Dakota overall.



LIVING WAGE IN STARK COUNTY

Area	1 Adult				2 Adults (1 working)			
	Number of Children				Number of Children			
	0	1	2	3	0	1	2	3
Dickinson	Data not available							
Stark County	\$16.47	\$33.43	\$43.54	\$58.27	\$26.07	\$31.64	\$36.42	\$41.03
North Dakota	\$15.35	\$32.39	\$41.84	\$55.56	\$25.21	\$31.14	\$35.92	\$40.17
United States	Data not available							

Source: Glasmeier, Amy K. Living Wage Calculator, 2024. Massachusetts Institute of Technology





A. The poverty wage (i.e., what level of pay would put a full-time worker below the poverty line) in Stark County, ND, is the same as North Dakota overall.

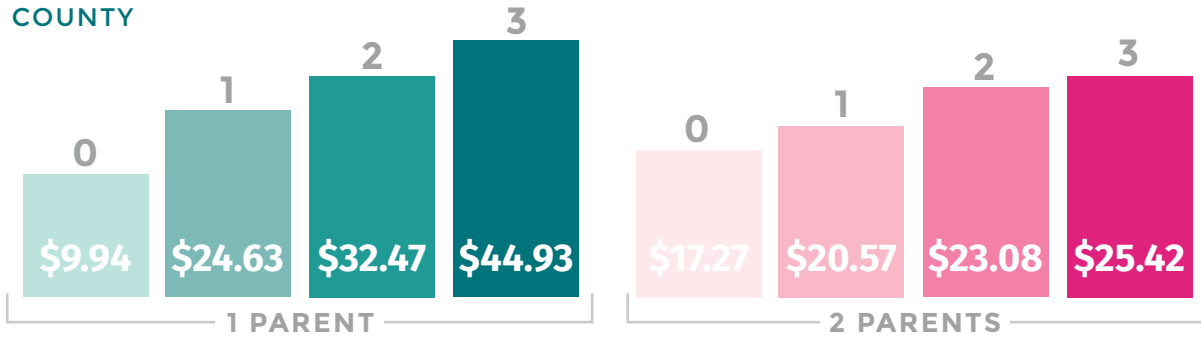
POVERTY WAGE IN STARK COUNTY

Area	1 Adult				2 Adults (1 working)			
	Number of Children				Number of Children			
	0	1	2	3	0	1	2	3
Dickinson	Data not available							
Stark County	\$6.53	\$8.80	\$11.07	\$13.34	\$8.80	\$11.07	\$13.34	\$15.61
North Dakota	\$6.53	\$8.80	\$11.07	\$13.34	\$8.80	\$11.07	\$13.34	\$15.61
United States	Data not available							

Source: Glasmeier, Amy K. Living Wage Calculator, 2024. Massachusetts Institute of Technology

RANGE OF LIVING IN POVERTY TO LIVING WAGE GAP

STARK COUNTY



For a family of four, the poverty threshold was \$29,950 annually for 2022.

Source: US Census Bureau, 2022: Poverty Thresholds

Reproductive Health

INSTITUTE FOR WOMEN’S POLICY RESEARCH

Reproductive health is an important component of women’s lives. It includes issues related to access to health services for women and birth outcomes. This section addresses the infant mortality rate, the percentage of low-birth-weight babies, the percentage of mothers receiving prenatal care, the teenage birth rate, and the percentage of babies born to an unmarried woman.

Q. *What are the characteristics of live births in Stark County?*

A. *In Stark County, 6% of live births were low weight births (i.e., less than 2,500 grams or 5.5 pounds), slightly lower than North Dakota overall at 7%.*

A. *In Stark County, the percentage of live births born to women who only started receiving prenatal care after their third month of pregnancy is 10%, lower than North Dakota overall at 14%.*

A. *In Stark County, the percentage of live births born to unmarried women is 30%, slightly lower than North Dakota overall at 31%.*

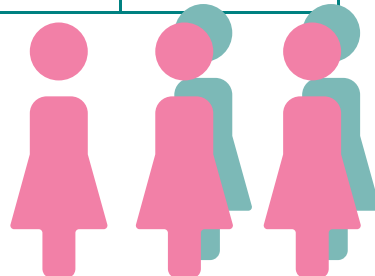
A. *In Stark County, ND, for every 1,000 live births, 0.0 infants (i.e., under the age of 1 year) died, slightly lower than North Dakota overall at 1.69 infants.*



CHARACTERISTICS OF LIVE BIRTHS

Area	Total live births 2022	Percent of Live Births that are:			Infant Death Rate (Infant Deaths per 1,000 Live Births) 2021
		Low Weight Births (Less Than 2,500 Grams) 2022	Born to Women Who Received Prenatal Care after 3rd Month of Pregnancy 2022	Born to Unmarried Women 2022	
Dickinson	Data not available				
Stark County	498	6%	10%	30%	0.00
North Dakota	9,557	7%	14%	31%	1.69
United States	3,667,758	9%	20%	35%	5.4

Source: ND Department of Health and Human Services: ND Vital Events Summary 2008-2022
Centers for Disease Control and Prevention, National Center for Health Statistics. National Vital Statistics System, Natality 2007-2022 on CDC WONDER Online Database
KIDS COUNT: Data Center, 2021



A. In Stark County, for every 1,000 females under 20 years old, there are 19 live births. The incidence rate is slightly higher than that of North Dakota overall at 12 live births.

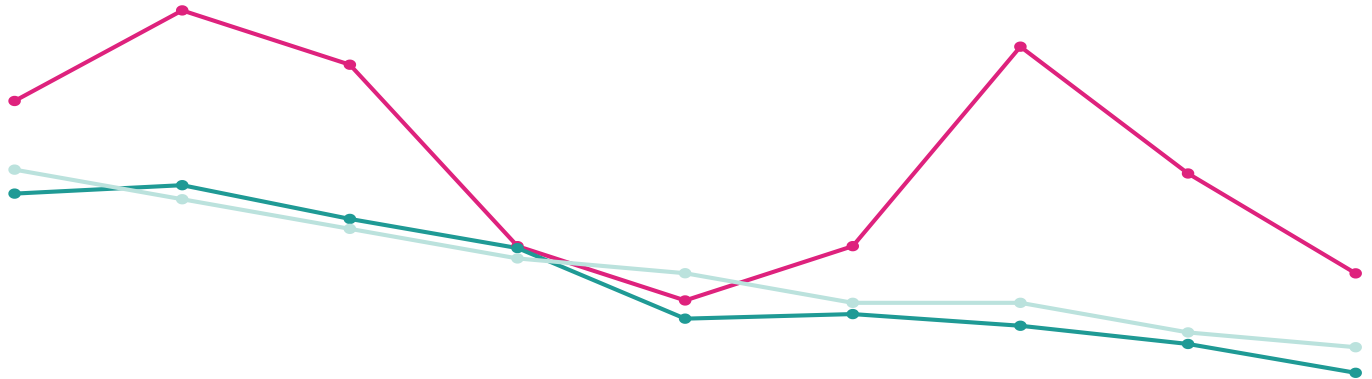
While teen birth rates for North Dakota and the United States overall are decreasing, the teen birth rates for Stark County, ND, tends to fluctuate.

TEENAGE BIRTH RATES

Area	Total Live Births 2021	Teen Birth Rate (Teenage Live Births per 1,000 Females Under 20 Years)									
		2013	2014	2015	2016	2017	2018	2019	2020	2021	
Dickinson		Data not available									
Stark County	486	30.64	36.76	33.09	20.83	17.16	20.83	34.31	25.74	18.99	
North Dakota	10,111	24.38	24.95	22.67	20.70	15.93	16.24	15.45	14.22	12.27	
United States	3,665,632*	26*	24*	22*	20*	19*	17*	17*	15*	14*	

*(Ages 15-19)

Source: ND Department of Health and Human Services: ND Vital Events Summary 2008-2022
KIDS COUNT: Data Center, 2013-2021



Q. Does the area’s health insurance plan for public employees cover infertility treatments and contraceptives?

A. North Dakota Public Employees Retirement System (NDPERS) offers three plans

1. Grandfathered PPO/Basic
2. Non-Grandfathered PPO/Basic
3. Non-Grandfathered High Deductible Health Plan

Benefits vary by plan but may include:

- Prenatal
- Maternity Services
 - Free-Of-Charge healthy pregnancy program
- Contraceptives
- Sterilizations
 - Voluntary tubal ligations
 - Vasectomies

Infertility benefits are available for services, supplies and medications up to a \$20,000 lifetime benefit maximum per member.



Health and Well Being

INSTITUTE FOR WOMEN’S POLICY RESEARCH

Health is a crucial factor in women’s overall status. Health problems can seriously impair a woman’s quality of life as well as their ability to care for themselves and their family. Women’s overall health status is closely connected to many of the other indicators in this tool including women’s poverty status, access to health insurance, and reproductive health. Women’s health and well-being can be measured by other indicators. These include heart disease, lung cancer, breast cancer, diabetes, AIDS, and suicide.

Q. *What are the mortality rates of women from the leading cause of death in the area?*

A. *In North Dakota, the leading cause of death for women is heart disease.*

A. *The rate of women who die from heart disease or breast cancer in North Dakota overall is lower than the national rate. However, the rates by which women in North Dakota die from lung cancer or suicide are higher than the national average.*



MORTALITY RATES OF WOMEN

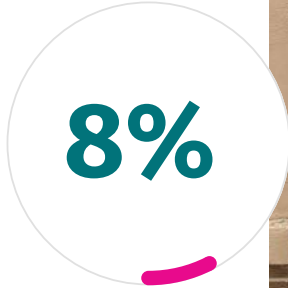
Area	Cause of Death: Heart Disease		Cause of Death: Lung Cancer		Cause of Death: Breast Cancer		Cause of Death: Suicide	
	Number	Crude Rate per 100,000 Women	Number	Crude Rate per 100,000 Women	Number	Crude Rate per 100,000 Women	Number	Crude Rate per 100,000 Women
Dickinson	Data not available							
Stark County	Data not available							
North Dakota	634	168.4	148	39.3	81	21.5	31	8.2
United States	310,067	185.5	62,853	37.6	42,226	25.3	9,815	5.9

Source: Centers for Disease Control and Prevention, National Center for Health Statistics, National Vital Statistics System, Mortality 2018-2021 on CDC WONDER Online Database

Women are almost 8 times more likely to die of a heart disease than breast cancer in North Dakota.

Q. What is the prevalence of the area's women having diabetes or HIV/AIDS?

A. In Stark County, 8% of adults 20 years and older are diagnosed with diabetes. Of those 7% are women and 8% are men. Women in Stark County, ND, have a higher percentage of diagnosed diabetes than North Dakota overall at 7% for both men and women.



A. In North Dakota, there are 148 women of all ages living with HIV/AIDS. While information on the gender prevalence of HIV/AIDS is not available for Stark County, 15 individuals of all ages are living with HIV/AIDS.

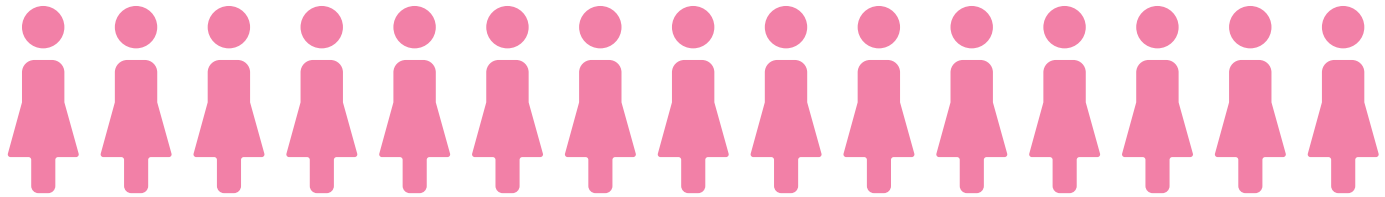


PREVALENCE OF DIABETES AND HIV/AIDS BY GENDER

Area	Percent of Population 18 Years and Older with Diagnosed Diabetes 2021			Number of HIV/AIDS Cases 2019		
	Total	Women	Men	Total	Women	Men
Dickinson	Data not available					
Stark County	8%*	7%*	8%*	15	Data not available	
North Dakota	9%	7%	11%	479	148	331
United States	9%	8%	9%	1,569,432	367,965	1,201,467

*(Age 20+ Years)

Source: Centers for Disease Control and Prevention, United States Diabetes Surveillance System, 2021
 ND Department of Health and Human Services: 2019 North Dakota HIV, STI, TB & Viral Hepatitis Epidemiologic Profile
 Centers for Disease Control and Prevention, Atlas Plus: HIV, Hepatitis, STD, TB, Social Determinants of Health Data

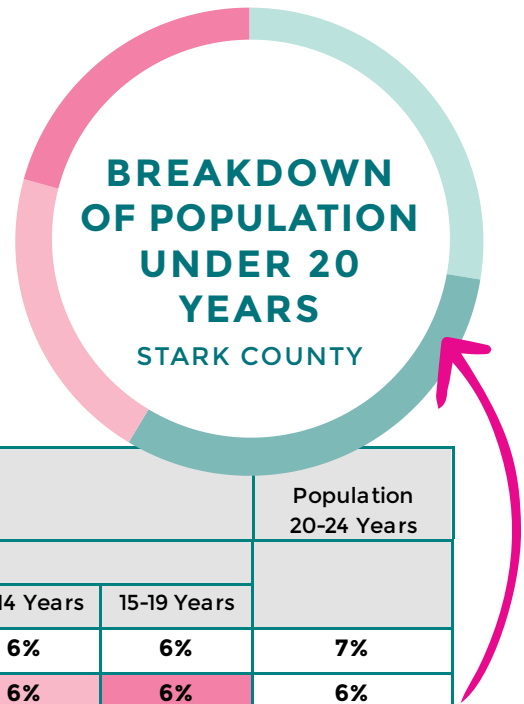


Children

This section highlights several topics important to understanding the health and well-being of children: age, living arrangements, disability status, education level, health insurance coverage, youth nutrition, poverty status, abuse, and neglect.

Q. What percentage of the area’s population is under 20 years old?

A. In Dickinson, 29% of the total population is under 20 years old, statistically slightly lower than Stark County, also at 29%. The percentage of population under 5 years old comprised 8% of the total population in Dickinson and Stark County.



RACIAL DISTRIBUTION OF WOMEN

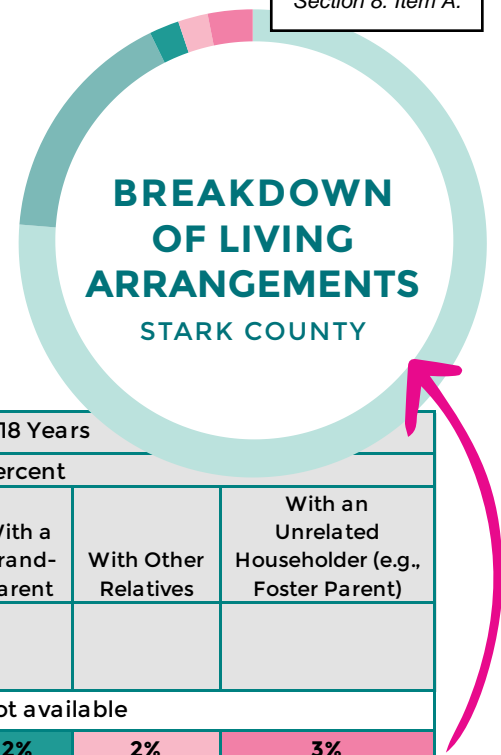
Area	Population Under 20 Years					Population 20-24 Years
	Total	Percent				
		Under 5 Years	5-9 Years	10-14 Years	15-19 Years	
Dickinson	7,276	8%	9%	6%	6%	7%
Stark County	9,686	8%	9%	6%	6%	6%
North Dakota	207,412	7%	7%	7%	7%	8%
United States	82,257,022	6%	6%	7%	7%	7%

Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Subject Tables, S0101



Q. What are the living arrangements of the area's population under 18 years old?

A. In Stark County, nearly 74% of children under 18 years are living with a biological, step or adoptive parent in a married-couple family household, which is higher than North Dakota at 68%.



GENDER DISTRIBUTION

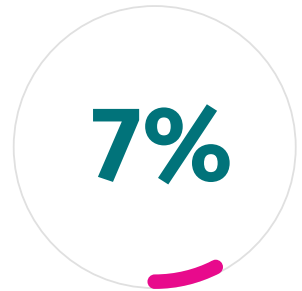
Area	Population Under 18 Years				
	Total	Percent			
		With a Biological, Step or Adoptive Parent	With a Grandparent	With Other Relatives	With an Unrelated Householder (e.g., Foster Parent)
		In Married-Couple Family Households	In a Single-Parent Family Households		
Dickinson	6,671	Data not available			
Stark County	8,975	74%	16%	2%	3%
North Dakota	182,733	68%	24%	4%	2%
United States	73,213,705	59%	29%	8%	2%

Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Subject Tables, S0101
US Census Bureau, 2022: American Community Survey 5-Year Estimates Subject Tables, S0901



Q. What percentages of the area's children are without health insurance coverage?

A. 7% of children under 19 years in Stark County do not have health insurance coverage.



HEALTH INSURANCE COVERAGE OF CHILDREN

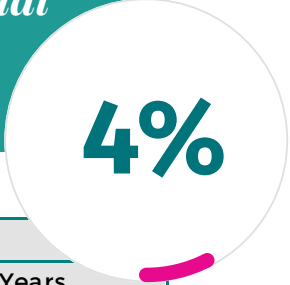
Area	Children Under 19 Years		
	Total	Without Health Insurance	
		Number	Percent
Dickinson	7,149	Data not available	
Stark County	9,441	684	7%
North Dakota	193,545	14,238	8%
United States	77,082,838	4,165,000	5%

Source: US Census Bureau, 2021: American Community Survey 5-Year Estimates Subject Tables, S0101
KIDS COUNT: Data Center, 2021

Q. What percentages of the area's children have a disability?

A. In Dickinson, children under 18 years with a disability comprised 5% of the total population under 18 years old, slightly higher than Stark County, at 4%. In both cases, children with a disability are entirely within the 5-17-year-old-age group at 7% and 6%, respectively.

As of December 1, 2022, Dickinson Public Schools reported that 752 students were enrolled in special education for the 2022/23 school year.



DISABILITY STATUS OF CHILDREN

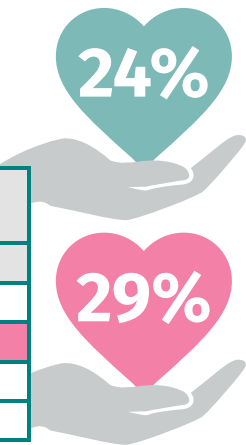
Area	Civilian Noninstitutionalized Children					
	Under 18 Years with a Disability		Under 5 Years with a Disability		5-17 Years with a Disability	
	Number	Percent of children 0-17 Years	Number	Percent of Children 0-4 Years	Number	Percent of Children 5-17 Years
Dickinson	336	5%	0	0%	336	7%
Stark County	377	4%	0	0%	377	6%
North Dakota	6,938	4%	478	1%	6,460	5%
United States	3,312,006	5%	131,689	1%	3,180,317	6%

Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Subject Tables, S0101
US Census Bureau, 2022: American Community Survey 5-Year Estimates Subject Tables, S0901



Q. What percentage of the area's children under 18 years old lives below 200% of poverty?

A. In Dickinson, 26% of children under 18 years old live below 200% of the federal income poverty guidelines, slightly higher than Stark County, at 24%. In Dickinson, 33% of children under 6 years old live below 200% of the federal income poverty guidelines, slightly higher than Stark County, at 29%.



POVERTY STATUS OF CHILDREN

Area	Children Under 18 Years Below 200% Poverty		Children Under 6 Years Below 200% Poverty	
	Number	Percent	Number	Percent
Dickinson	1,676	26%	852	33%
Stark County	2,105	24%	955	29%
North Dakota	50,733	28%	18,724	31%
United States	28,500,044	40%	8,796,231	39%

Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Detailed Tables, B17024

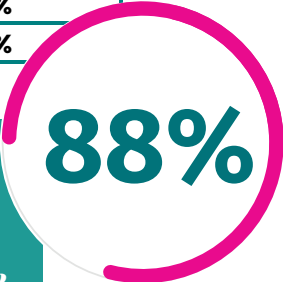
Q. What percentage of the area's youth did NOT complete high school?

A. In Dickinson, 3% of youth between the ages of 16-19 years old were neither enrolled in school nor were they high school graduates, slightly lower than Stark County, at 4%.

SCHOOL ENROLLMENT STATUS OF YOUTH

Area	Youth 16-19 Years			
	Total	Enrolled in School	Percent	
			High School Graduate	Not a High School Graduate
Dickinson	1,128	87%	10%	3%
Stark County	1,714	88%	8%	4%
North Dakota	43,457	86%	10%	4%
United States	17,571,402	85%	12%	4%

Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Detailed Tables, B14005



Of those youth in Dickinson, ND, neither enrolled in school nor high school graduates, 100% were female, compared to 66% who are female in Stark County.



Q. What percentage of the area’s children enrolled in public schools is eligible for free or reduced-price meals?

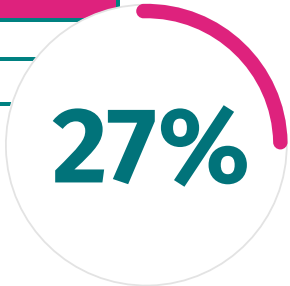
A. In Dickinson, 32% of children enrolled in public schools during the 2022 school year were eligible for free or reduced-price meals, higher than Stark County, ND at 27%. The US Department of Agriculture determines eligibility for free meals and reduced-price meals based on household incomes below 130% and 185%, respectively, of the federal income poverty guidelines.

CHILDREN ELIGIBLE FOR FREE AND REDUCED-PRICE MEALS DURING THE 2022 SCHOOL YEAR

Area	Public School Enrollment for the 2022 School Year		
	Total	Eligible Recipients of Free or Reduced-Price Meals	
		Number	Percent
Dickinson	3,875	1,213	32%
Stark County	5,715	1,316	27%
North Dakota	115,385	34,006	30%
United States	49,262,334*	Data not available	

*(Projected)

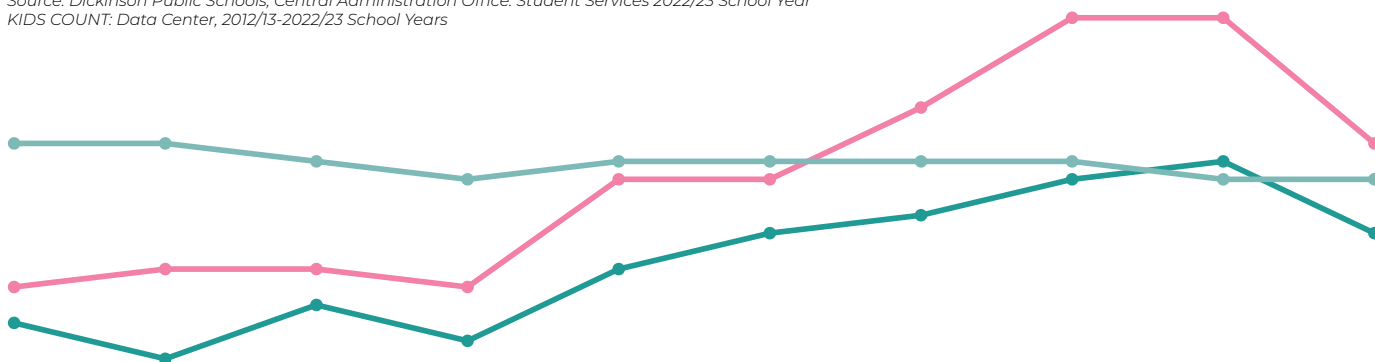
Source: Dickinson Public Schools, Central Administration Office: Student Services 2022/23 School Year
 ND Department of Public Instruction: Enrollment Counts by County, 2022/23 School Year
 National Center for Education Statistics: 2023 Public School Enrollment. Condition of Education.
 U.S. Department of Education, Institute of Education Sciences.
 KIDS COUNT: Data Center, 2022/23 School Year



CHILDREN ELIGIBLE FOR FREE AND REDUCED-PRICE LUNCH BETWEEN 2012/13 AND 2022/23 SCHOOL YEARS

Area	Percent of Eligible Recipients of Free or Reduced-Price Meals by School Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2022
Dickinson	24%	25%	25%	24%	30%	30%	34%	39%	39%	32%
Stark County	22%	20%	23%	21%	25%	27%	28%	30%	31%	27%
North Dakota	32%	32%	31%	30%	31%	31%	31%	31%	30%	30%
United States	Data not available									

Source: Dickinson Public Schools, Central Administration Office: Student Services 2022/23 School Year
 KIDS COUNT: Data Center, 2012/13-2022/23 School Years

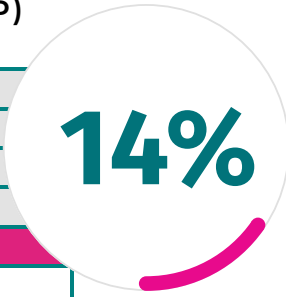


Q. What percentage of the area's children under 19 years old are recipients of the Supplemental Nutrition Assistance Program (SNAP)?

A. In Stark County, 14% of children under 19 years old are recipients of SNAP, slightly lower than North Dakota overall at 16%. In general, a household is eligible for SNAP if it has a gross monthly income at or below 130% of the federal poverty level, as well as a net monthly income at or below 100% of the federal poverty level.

SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP) RECIPIENTS UNDER 19 YEARS

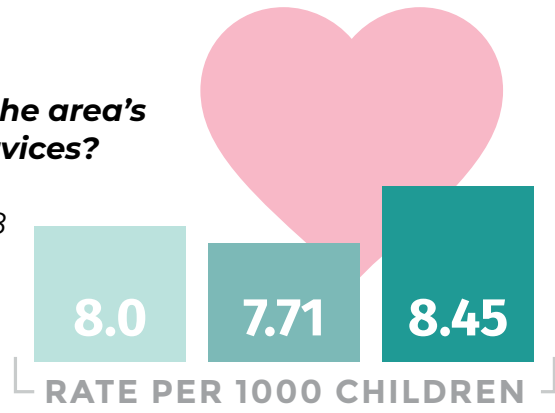
Area	Children Under 19 Years		
	Total	SNAP Recipients	
		Number	Percent
Dickinson	6,671	Data not available	
Stark County	9,369	1,328	14%
North Dakota	193,470	32,136	16%
United States	76,777,469	Data not available	



Source: US Census Bureau, 2022: American Community Survey 5-Year Estimates Subject Tables, S0101 KIDS COUNT: Data Center, 2022

Q. What is the incidence rate of cases in which the area's child victims of abuse and neglect require services?

A. In Stark County, for every 1,000 children under 18 years old, 8.45 children were reported victims of abuse and neglect where services are required. This incidence rate is higher than that of North Dakota overall at 7.71 per 1,000 children.



CHILD VICTIMS OF ABUSE AND NEGLECT

Area	Children Under 18 Years		
	Total	Victims of Abuse and Neglect Where Services are Required	
		Number	Rate per 1,000 Children Under 18 Years
Dickinson	6,679	Data not available	
Stark County	9,070	71	8.45
North Dakota	183,162	1,349	7.71
United States	72,812,036	585,040	8.0

Source: US Census Bureau, 2021: American Community Survey 5-Year Estimates Subject Tables, S0101 KIDS COUNT: Data Center, 2021

METHODOLOGY

This report emulates the format of *The Status of Women in Your County: A Community Research Tool* published in November 2004 as a joint project of the Institute for Women's Policy Research (IWPR) and the James A. & Faith Knight Foundation. Their goal was to build capacity among community groups to assess and track the status of women.

Framework. This report is offered as a portrait of the status of women and children in Dickinson and Stark County. County-level indicators such as these can inform and direct local policy by identifying areas of need and providing a context for local policy agendas or system changes.

The format from the IWPR contained an explanation of why each topic is important to consider. This was included in this report for Dickinson and Stark County.

The IWPR identified six topic areas which are included in this report: Basic Demographics, Political Participation, Employment and Earnings, Social and Economic Autonomy, Reproductive Health, and Health and Well-Being. The indicators in this document match the same indicators used in the Status of Women in the States report as published by the Institute of Women's Policy Research in 2004. A similar report was generated for the Fargo-Moorhead Area Foundation in 2011. That report included characteristics of children. This report benefits from their insightfulness and includes similar data for children. In some instances, the lack of data limited the ability to address all suggested issues and topics.

This report does not claim to offer an exhaustive review or offer policy suggestions. The information should provide a substantive overview of our community and serve as a starting point for important conversations that improve the lives of women and their children.

Data. This report draws on recognized, reliable, and replicable data sources to provide a descriptive analysis of the status of women and children at the city, county, state and national levels. Where possible, the most current information was used. Most of the data relies upon US Census Bureau estimates. The 2022 US Census 5-Year Estimates were used due to the availability of data sets for Dickinson, ND, and Stark County, ND. On the US Census Bureau website, it states estimates involve extensive testing, review, and evaluation over a 5-year period which ensures quality and useful information for the nation. For ease of reading, percentages are rounded to the nearest whole number. Data source(s) are listed under each table.

Limitations. Limitations of the data, as we know them, are that some data are unavailable or incomplete. The information included here may have come from surveys which provide statistics but not necessarily an explanation of how or why the data is significant. This may lead to a risk of oversimplification of a complex issue. While informative and nationally representative, data is necessarily limited by the nature of close-ended survey questions. Surveys, by design, do not probe reasons, potential complexities, or meaningful connections.



PRESENTED BY



 wewnetwork.org

 Info@wewnetwork.org

 [Facebook.com/WomenEmpoweringWomenND](https://www.facebook.com/WomenEmpoweringWomenND)

ORDINANCE NO. 2024

AN ORDINANCE AMENDING AND RE-ENACTING SECTION 29.08.04080 – 17 OF CHAPTER 29 OF THE MUNICIPAL CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO COMPENSATION AND BENEFITS

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

Section 1: Section 29.08.04080 – 17 Compensation and Benefits of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 29.08.04080 Compensation

17. Compensation and Benefits

17.1 Pay Plan - Preparation; amendment

The board of city commissioners shall be responsible for the development of a uniform and equitable pay plan which shall consist of minimum and maximum rates of pay for each class of positions and such intermediate steps as may be necessary and equitable. After the adoption of such plan no position shall be assigned a higher than maximum or lower than the minimum wage or salary provided for that grade, unless the schedule for the whole grade be amended. Notwithstanding the foregoing, the City Administrator may authorize a performance based step increase for any employee that has reached the maximum wage allowed within a grade based upon a successful annual performance evaluation. When changes in responsibilities or work of positions, living costs, recruiting experience, prevailing rates of pay, the City’s financial condition and policies or other pertinent conditions warrant such action, the board of city commissioners shall consider changes to such a plan and shall adopt any such changes as they deem necessary and advisable.

17.2 Pay Plan - Administration Appointment Rate.

The minimum rate of pay for a class shall normally be paid upon appointment to the position. Appointment rate above the minimum rate, however, may be paid if in the opinion of the City Administrator it is justified on the basis of exceptional qualifications or other conditions. If a former employee is re-employed in a class or similar class in which he was previously employed, the City Administrator may make an appointment at the same rate of pay which the employee had been receiving at the termination of his services. Additionally, the City Administrator may, with the advice and consent of the Board of City Commissioners, establish a

uniform system of signing bonuses for selected staff position, by class and grade.

17.3 Pay Increases

Adjustments to the salary and wage schedules shall be reviewed by the board of city commissioners at least annually, at or prior to the time of adoption of the budget for the following calendar year of the city. Any change to the salary and wage schedules shall be effected only by affirmative action of the board of city commissioners and such board shall prescribe in its action the effective date of such change. The City Administrator, based on recommendation of the Department Head, may withhold a salary or wage adjustment of an employee. This action may be appealed to the Civil Service Commission.

17.4 Remuneration

17.4.1 Non-Exempt Employees

Any wage rate established for a non-exempt employee shall represent his/her basic pay rate. Full-time employees shall be eligible to receive additional pay for hours worked in excess of 40 hours in any one week as described in Section 29.08.04070.16.6.

EXCEPTION: Police and Fire Suppression Personnel overtime compensation described in section 29.08.04070.16.6. (Code 1637 § 1)

17.4.2 – Exempt Employees

Any salary rate established for exempt employees shall represent their total remuneration except for reimbursement of official travel and reimbursement for other allowable expenses, if applicable.

17.5 Prohibition on Remuneration from Outside Sources

Under no circumstances shall an employee of the City accept any money, service or other valuable consideration from any source other than the City for performance of their duties or based on the employee's position with the City.

17.6 Pay rates on Promotion

An employee will receive a pay increase upon promotion, taking into account the pay they were receiving prior to promotion and the experience/education he/she brings to the classification into which he/she has been promoted. Changes in an employee's Job Title, with no corresponding changes in duties or responsibilities shall not be considered a promotion.

17.7 Shift Differential Pay

“Shift-differential” compensation shall apply to those non-exempt employees working regularly scheduled hours between 6:00 PM and 6:00 AM, and shall be included in any Emergency Call-Out compensation. Should new alternative shift arrangements be necessary, the City Administrator shall identify for the employees concerned, any differential pay that may apply. (Code 1536 § 1; Ord. No. 1660 § 2)

17.8 Pay Period and Pay Day

The City will pay employees at least twice each month. If, for some reason, the City anticipates the need to enact a change to pay schedules or pay day, that alters the timing of such payments, the City shall provide employees with at least 30 days' notice before enacting the change, except when such change is mandated by the State or Federal Government. In the event the payday falls on a Saturday, Sunday or holiday, checks will be distributed on the nearest workday preceding the payday.

17.9 Early Pay Checks

The City of Dickinson does not grant early pay checks to employees under any circumstances.

17.10 Direct Deposit of Paychecks

The City requires direct deposit of the employee's pay into the bank account(s) designated by the employee.

17.11 Payroll Deductions

The municipality is required to withhold Federal Income Tax, Social Security Taxes, Medicare Taxes, and North Dakota Income Tax from each employee's pay check. Other deductions may include: Employee designated deductions as permitted under the City's flexible benefits plan, and deductions requested by the employee which have received prior approval for payroll deduction. (Code 1709 § 4)

18. Benefits

The following benefits are afforded according to individual employee classifications (see Section 29.08.04050).

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 January 1, 2024.

Scott Decker, President
Board of City Commissioners

ATTEST

Dustin Dassinger, City Administrator

First Reading: _____, 2024
Second Reading: _____, 2024
Final Passage: _____, 2024

Animal Control Supervisor job description:

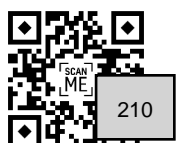
We are requesting a change to the Animal Control Supervisor job description. This position is currently in a Grade 14 and we are requesting a change to Grade 15. This position supervises three full time Animal Control Officers and 5 Animal Shelter Volunteers. The position directly manages all aspects of the Animal Shelter, including the planning, directing, organizing and supervising of all staff and volunteers. They are responsible for the maintenance of the facility and equipment, they interact with the public and ensure the shelter animals are properly cared for. They assist with the allotted budget, and provides recommendations regarding changes to policies and procedures. Moving this pay grade would better align with similar supervisory positions such as the Records Supervisor and Clerk of Court. The budget impact for this increase would be less than \$1,000. City staff recommends approval.

Section 29.08.04080-17 of Chapter 29 of the municipal code relating to compensation and benefits:

This is second reading and public comment for 29.08.04080-17. This code change will allow the City Administrator to authorize a performance based step increase for any employee that has reached the maximum wage allowed within a grade based upon a successful annual performance evaluation. Civil Service and City staff recommend approval.

Thank you,

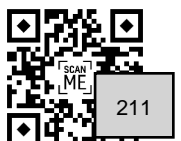
HR Director Nameniuk



- Southfork
- **REZONE (REZ-003-2024)**- To consider a Zoning Map Amendment from Agricultural (AG) to Rural Residential (RR) for a property located in the SE ¼ of Section 16, Township 139 North, Range 96 West, located in the City of Dickinson's ETZ. The property is currently legally described as Southfork Acres Subdivision Lot 1B Block 2. The site consists of +/- 51.11 acres. Both the Planning and Zoning Commission and Community Development staff recommend approval. This is the first reading.

Steve

City/County Planner





SOUTHFORK REZONE

To: City of Dickinson Board of Commissioners
 From: City of Dickinson Community Development Services
 Date: May 1, 2024
 Re: REZ-003-2024 Zoning Map Amendment

OWNER/APPLICANT

Carl Kirschenheiter
 I-94 Development, LLC
 48 20th Street SW
 Dickinson, ND, 58601
 cdkirsch@ndsupernet.com
 701 290-1019

APPLICANT'S REPRESENTATIVE

Andrew Schrank
 Highlands Engineering
 319 24th Street East
 Schrank@highlandseng.com
 701 483 2444

Public Hearing	May 8, 2024	Planning and Zoning Commission
Public Hearing	May 21, 2024	City Commission
Final Consideration	June 4, 2024	City Commission

To consider a zoning map amendment from Agricultural (AG) to Rural Residential for 51.11 acres located within the City of Dickinson's Extra Territorial Zone. The property is currently legally described as Lot 1B Block 2 of the Southfork Acres Subdivision

A companion major preliminary plat application for the Southfork Acres 2nd Subdivision is also scheduled for public hearing at the May 8, 2024 Planning and Zoning Commission meeting (PLP-003-2024).

Staff recommendation: Approval

CURRENT ZONING	AG
FUTURE LAND USE MAP DESIGNATION	RESIDENTIAL
GROSS SITE ACREAGE	+/- 51.11
LOTS PROPOSED	Nine

NEARBY ZONING & LAND USE		
Direction	Zoning	Land Use
North	R2	Undeveloped
East	AG;	Undeveloped
South	AG	Undeveloped; single-family residence
West	R1	Single family residential; undeveloped

COMPATIBILITY, COMPLIANCE, AND RECOMMENDATIONS

Compatibility with Local Uses, Compliance with The Zoning Ordinance and Consistency with the Comprehensive Plan

The adjacent properties to the west are zoned R1. Rezoning the subject property to RR would not introduce uses into the general vicinity that would be incompatible with the general development pattern. As the RR zoning district does not allow uses currently permitted in the AG zoning district, such as Type II animal production and Type III animal production, and as Type I animal production is only allowed in the RR zoning district with approval of a Special Use Permit, rezoning the property to RR would limit impacts on the adjacent residentially developed properties to the west as well as future residential development on the R2 zoned property to the north.

If approved, the proposed Southfork Acres 2nd Subdivision would create residential lots ranging in area from 5.1 acres to 7.50 acres. As the minimum lot area in RR zoning is one acre, the lot areas in the proposed subdivision would comply with for RR zoning. The proposed rezoning also meets the purpose of the RR zoning district as listed in Article 39.04 of the City's Zoning Ordinance:

This district provides for the rural residential use of land, accommodating very low- and low-density environments. The district's regulations assure that density is developed consistent with: land use policies of the Dickinson Comprehensive Plan regarding rural subdivision; levels of infrastructure; and environmentally sensitive development practices. The district also accommodates developments that merge urban living with rural life.

Regarding consistency with the Dickinson 2035: Roadmap to the Future Comprehensive Plan; Policy 1.3.2. of Chapter 4-Land Use does not allow RR zoning within the Urban Service Area. As the subject property is located outside of the Urban Service Area the request is consistent with the Comprehensive Plan.

Public Input: As of the date of this report, City staff has not received any public comments.

Staff Recommendation: The City Community Development Team staff recommends approval of REZ-003-2024.

MOTIONS:

*****Approval*****

*"I move the City of Dickinson Planning and Zoning Commission recommend approval of **REZ-003-2024** as being consistent with the City of Dickinson Comprehensive Plan and as being compliant with the City of Dickinson Zoning Ordinance 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):

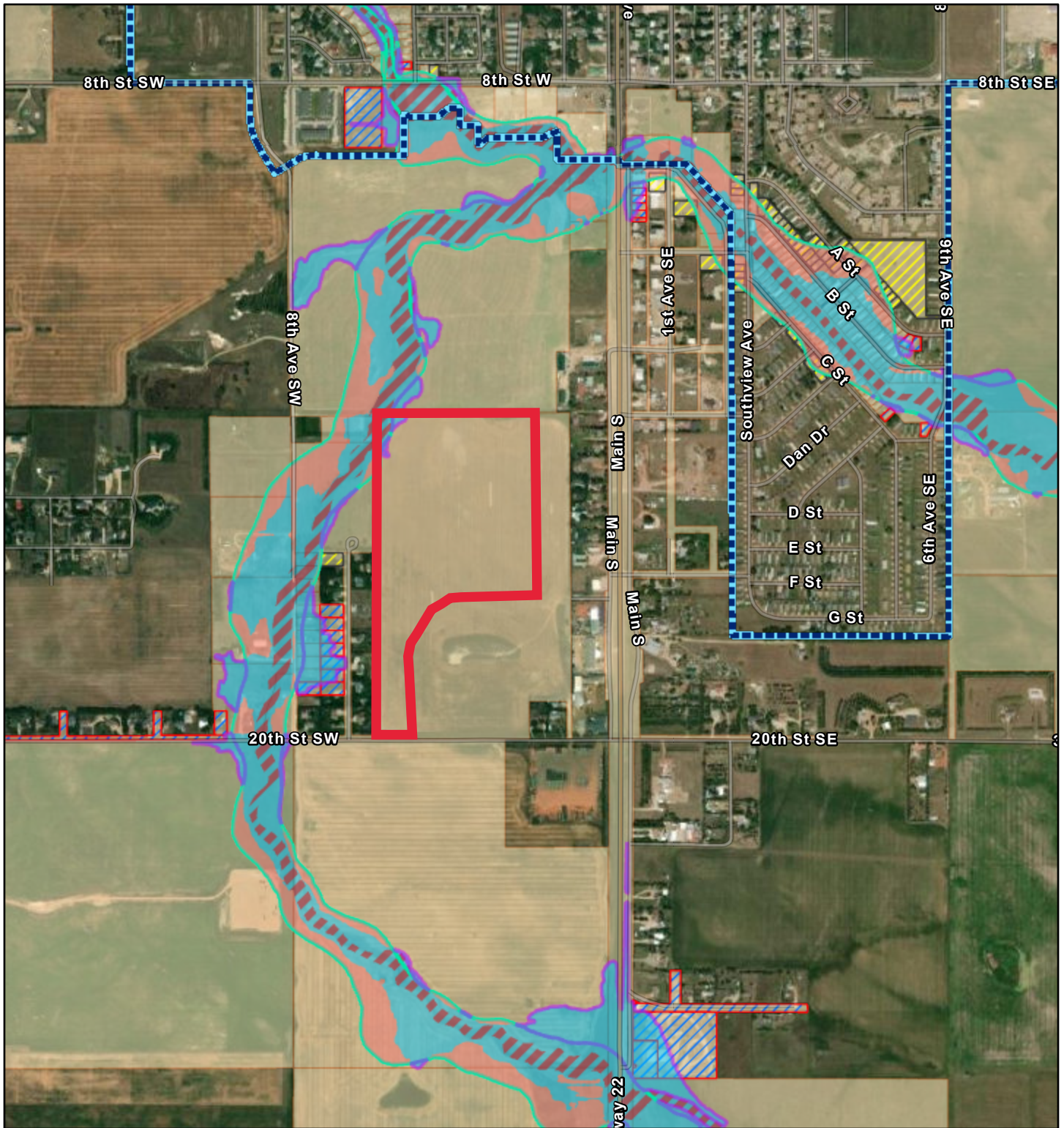
1. _____;
2. _____.

*****Denial*****

*"I move the Dickinson Planning and Zoning Commission recommend Denial of **REZ-003-2024** as NOT being consistent with the City of Dickinson Comprehensive Plan and as not being compliant with the City of Dickinson Zoning Ordinance and as being contrary to interest of the public health, safety and welfare."*

FEMA Flood Hazard Changes Map

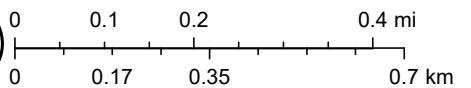
Section 8. Item C.



3/26/2024

1:19,849

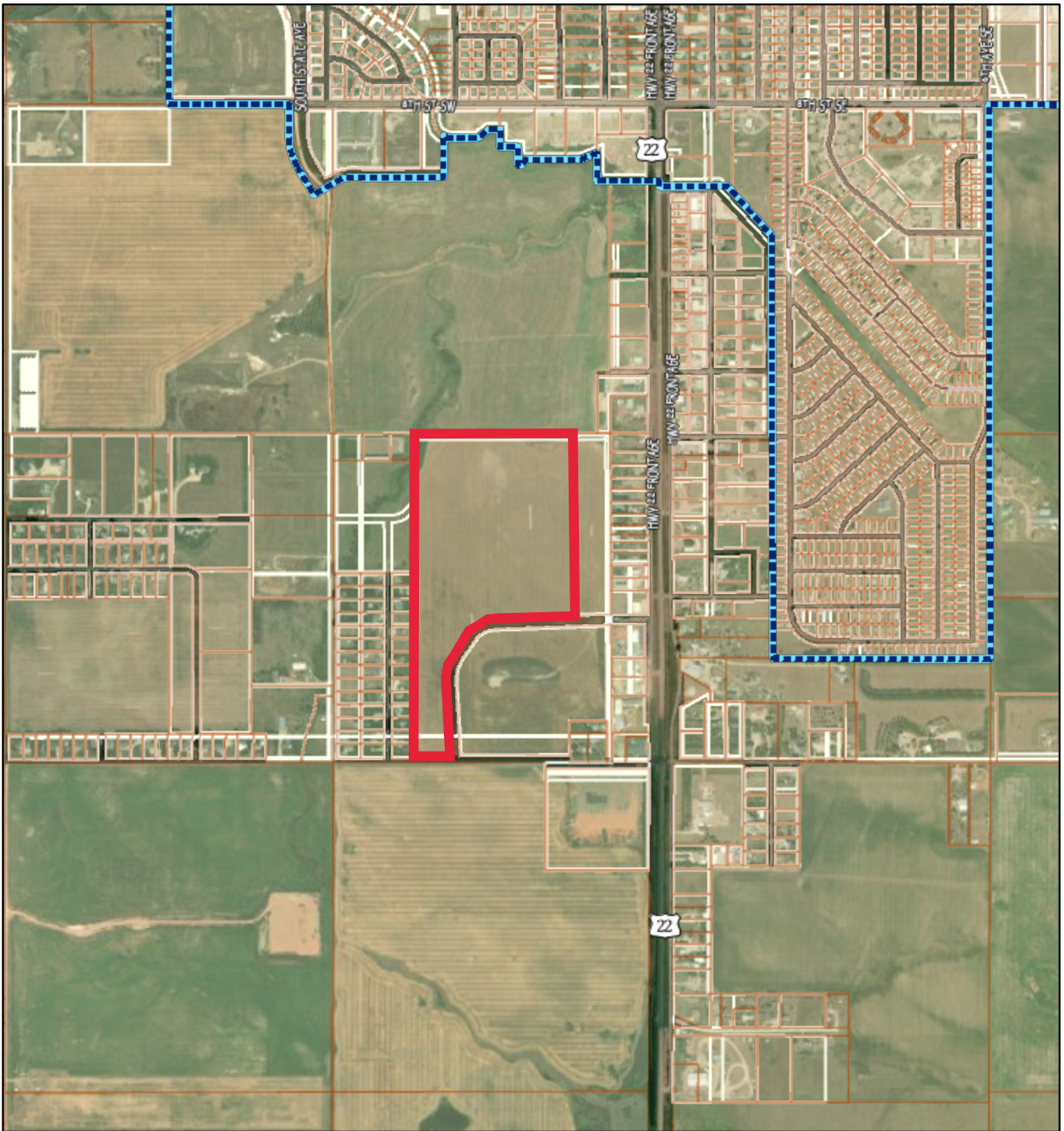
- | | | |
|--------------------------------|--|-------------------------------------|
| Municipal Boundary | FLOODWAY (AE) | Intersected by SFHA Zones (A or AE) |
| Extra Territorial Boundary | Preliminary SFHA Boundary | World Imagery |
| North Dakota County Boundaries | Non-Intersecting After Changes (141) | Low Resolution 15m Imagery |
| SFHA Area Changes | Newly Intersecting After Changes (154) | High Resolution 60cm Imagery |
| Decrease | Intersected by SFHA Zones (A or AE) | High Resolution 30cm Imagery |
| Increase | Non-Intersecting After Changes (22) | Citations |
| Current SFHA Boundary | Newly Intersecting After Changes (89) | 4.8m Resolution Metadata |



State of North Dakota, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, Dickinson Engineering Department, Maxar

Dickinson Land Information Map

Section 8. Item C.



3/26/2024

Street Markers 45k



Highway 22

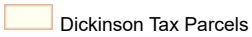
Public Street Names 25K



Municipal Boundary



Extra Territorial Boundary



Dickinson Tax Parcels



ETZ Stark Parcels

— Lots and Easements

World Imagery

Low Resolution 15m Imagery

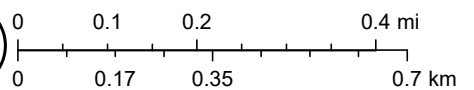
High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

4.8m Resolution Metadata

1:19,849



Pictometry International, Eagleview, City of Dickinson, Dickinson Engineering Department, Maxar



Transmittal Letter

To: Joshua Skluzacek – Community Development Director
City of Dickinson
38 1st Street West
Dickinson, ND 58601

From: Andrew Schrank, PE
Highlands Engineering
319 24th Street East
Dickinson, ND 58601
701.483.2444
schrank@highlandseng.com

Date: March 27, 2024

Re: Rezone Application – Southfork Acres 2nd Subdivision

Message: Enclosed you will find the following Rezone application documents for the above referenced project being submitted for consideration at the May Planning and Zoning Meeting:

- Pre-submittal Meeting Letter
- Narrative (included, below) of the Project Description
- Legal Descriptions (included, below) for the Proposed FLUM Designations
- Warranty Deed for the Property
- Map of Proposed Zone Change and Current Surrounding Zoning
- Current Preliminary and Final Plat Drawings
- Flood Hazard Areas from City's GIS Information
- Aerial Image of Property

Rezoning Request

The applicant is requesting a change from Agricultural (AG) to Rural Residential (RR) for the area described by this application.

office 701 483 2444
fax 701 483 2610

email info@highlandseng.com
web www.highlandseng.com

Highlands Engineering & Surveying, PLLC
319 24th Street East | Dickinson, ND 58601

Legal Description

A PARCEL OF LAND BEING LOT 1B AS RECORDED BY STARK COUNTY DOCUMENT NUMBER 3178771, BLOCK TWO (2) OF SOUTHFORK ACRES SUBDIVISION LOCATED IN THE SOUTHEAST QUARTER (SE1/4) OF SECTION SIXTEEN (16), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-SIX WEST (R96W), OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.), STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT ONE B (1B) BEING A FOUND REBAR AND CAP; THENCE N 89°55'24" E ALONG THE NORTH LINE OF SAID LOT ONE B (1B), A DISTANCE OF 1276.22 FEET TO A FOUND REBAR AND CAP LS-5466 AT THE NORTHWEST CORNER OF SAID LOT ONE B (1B); THENCE S 00°14'12" E ALONG THE EAST LINE OF SAID LOT ONE B (1B), A DISTANCE OF 1466.59 FEET TO A FOUND REBAR AND CAP LS-5466 ON THE NORTH RIGHT-OF-WAY OF DVORAK DRIVE; THENCE ALONG SAID RIGHT-OF-WAY THE FOLLOWING FIVE (5) COURSES AND DISTANCES TO FOUND REBAR AND CAPS LS-5466: S 87°50'18" W, 648.45 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 270.00 FEET; THENCE SOUTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 52°38'30" AN ARC LENGTH OF 248.07 FEET; THENCE S 35°11'48" W, 180.27 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE EAST HAVING A RADIUS OF 390.00 FEET; THENCE SOUTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 38°36'14" AN ARC LENGTH OF 262.77 FEET; THENCE S 03°24'26" E, 591.56 FEET TO SAID REBAR AND CAP LS-5466 ON INTERSECTION OF SAID DVORAK DRIVE RIGHT-OF-WAY AND THE NORTH RIGHT-OF-WAY OF 20TH STREET SOUTHWEST; THENCE S 89°53'37" W ALONG SAID RIGHT-OF-WAY, A DISTANCE OF 280.35 FEET TO A FOUND REBAR AND CAP LS-5466; THENCE N 00°02'16" W LEAVING SAID RIGHT-OF-WAY ALONG THE WEST LINE OF SAID LOT ONE (1), A DISTANCE OF 1470.24 FEET TO A FOUND REBAR; THENCE N 00°09'42" W CONTINUING ALONG SAID WEST LINE, A DISTANCE OF 1119.58 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 51.11 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

Project Description

The Preliminary Plat for Southfork Acres 2nd Subdivision was initially heard by the Planning and Zoning board at the March 13th Planning and Zoning meeting. Although the Plat meets all the requirements of the Agricultural zoning district, the Planning and Zoning Commission felt that some of the agricultural uses were not appropriate for this parcel once subdivided into 5 acre lots. Therefore, the preliminary plat application was tabled until the property could be rezoned to Rural Residential (RR). This application is being submitted to satisfy this request from the Planning and Zoning Commission to allow the preliminary plat to move forward.

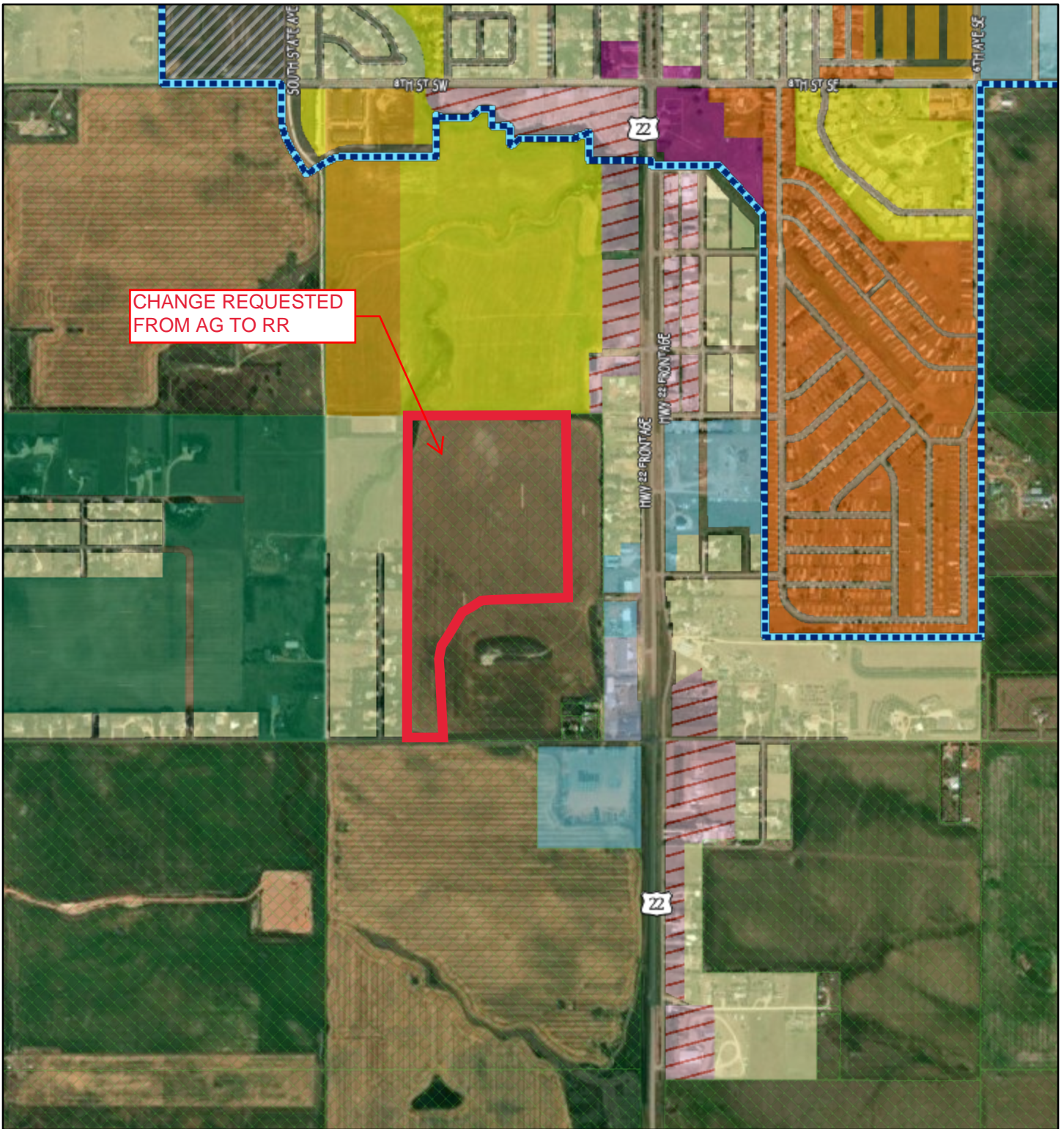
Your consideration of this request is greatly appreciated. Feel free to contact me for any additional information or questions regarding this submittal. Thank You!



Andrew Schrank, PE, CFM
Highlands Engineering

Dickinson Zoning Information Map

Section 8. Item C.



CHANGE REQUESTED FROM AG TO RR

3/26/2024

1:19,849

Street Markers 45k

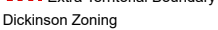


Highway 22

Public Street Names 25K

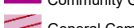


Municipal Boundary



Extra Territorial Boundary

Dickinson Zoning



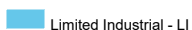
Planned Unit Development - PUD



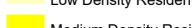
Community Commercial - CC



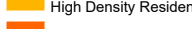
General Commercial - GC



Limited Industrial - LI



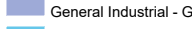
Low Density Residential - R1



Medium Density Residential - R2



High Density Residential - R3



Mobile Home - MH



General Commercial - GC



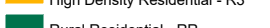
General Industrial - GI

Limited Industrial - LI

Low Density Residential - R1



Medium Density Residential - R2



High Density Residential - R3



Rural Residential - RR



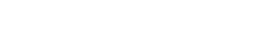
Agricultural - AG



World Imagery



Low Resolution 15m Imagery

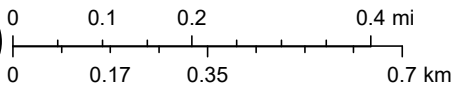


High Resolution 60cm Imagery

High Resolution 30cm Imagery

Citations

4.8m Resolution Metadata



Pictometry International, Eagleview, City of Dickinson, Dickinson Engineering Department, Maxar

From: Jotform
To: [Sylvia Miller](#); [Sylvia Miller](#); [Steven Josephson](#); [Dustin D. Dassinger](#); loretta.marshik@dickinsongov.com; [Leonard W. Schwindt](#); [Joshua Skluzacek](#); [Nicole Snyder](#); [Nicole Snyder](#)
Subject: Re: Unified Development Application
Date: Wednesday, March 27, 2024 3:09:55 PM
Attachments: [5873829630019710488_signature_23.png](#)
[Pre-Application Letter 202311SFA.pdf](#)
[220614_Corrective Deed.pdf](#)
[220614_Warranty Deed.pdf](#)
[241269_Transmittal-REZONE_2024-03-27.pdf](#)
[241269_Flood Map_2024-03-26.pdf](#)
[241269_PLAT-FINAL_2024-03-26.pdf](#)
[241269_PLAT-PRELIM_2024-03-26.pdf](#)
[241269_Parcel Map_2024-03-26.pdf](#)
[241269_Zoning Map_2024-03-26.pdf](#)
[241269_Owner Signature.pdf](#)
[5873829630019710488_signature_23.png](#)



Unified Development Application

Have you met with Planning Staff regarding your application? **Yes**

Please upload the letter or counseling form you received following your pre-application meeting: [Pre-Application Letter 202311SFA.pdf](#)

Type of Development **Rezoning - Zoning Map Amendment**

Name **Carl Kirschenheiter**

Company **I-94 Development, LLC**

Applicant Email **cdkirsch@ndsupernet.com**

Applicant Phone # **(701) 290-1019**

Applicant Representative (if applicable) **Andrew Schrank**

Applicant Representative Company **Highlands Engineering**

Applicant Representative Email **schrank@highlandseng.com**

Applicant Representative Phone # **(701) 483-2444**

Owner Name I-94 Development, LLC

Owner Address 48 20th Street SW, Dickinson, ND, 58601

Owner Email cdkirsch@ndsupernet.com

Owner Phone # (701) 290-1019

Is the owner present to Sign

Owner Signature Upload [241269_Owner Signature.pdf](#)

Will this application require any other action to complete the development?

Metes and Bounds Description (ONLY REQUIRED FOR UNPLATTED SUBDIVISION LOTS)

A PARCEL OF LAND BEING LOT 1B AS RECORDED BY STARK COUNTY DOCUMENT NUMBER 3178771, BLOCK TWO (2) OF SOUTHFORK ACRES SUBDIVISION LOCATED IN THE SOUTHEAST QUARTER (SE1/4) OF SECTION SIXTEEN (16), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-SIX WEST (R96W), OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.), STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT ONE B (1B) BEING A FOUND REBAR AND CAP; THENCE N 89°55'24" E ALONG THE NORTH LINE OF SAID LOT ONE B (1B), A DISTANCE OF 1276.22 FEET TO A FOUND REBAR AND CAP LS-5466 AT THE NORTHWEST CORNER OF SAID LOT ONE B (1B); THENCE S 00°14'12" E ALONG THE EAST LINE OF SAID LOT ONE B (1B), A DISTANCE OF 1466.59 FEET TO A FOUND REBAR AND CAP LS-5466 ON THE NORTH RIGHT-OF-WAY OF DVORAK DRIVE; THENCE ALONG SAID RIGHT-OF-WAY THE FOLLOWING FIVE (5) COURSES AND DISTANCES TO FOUND REBAR AND CAPS LS-5466: S 87°50'18" W, 648.45 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 270.00 FEET; THENCE SOUTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 52°38'30" AN ARC LENGTH OF 248.07 FEET; THENCE S 35°11'48" W, 180.27 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE EAST HAVING A RADIUS OF 390.00 FEET; THENCE SOUTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 38°36'14" AN ARC LENGTH OF 262.77 FEET; THENCE S 03°24'26" E, 591.56 FEET TO SAID REBAR AND CAP LS-5466 ON INTERSECTION OF SAID DVORAK DRIVE RIGHT-OF-WAY AND THE NORTH RIGHT-OF-WAY OF 20TH STREET SOUTHWEST; THENCE S 89°53'37" W ALONG SAID RIGHT-OF-WAY, A DISTANCE OF 280.35 FEET TO A FOUND REBAR AND CAP LS-5466; THENCE N 00°02'16" W LEAVING SAID RIGHT-OF-WAY ALONG THE WEST LINE OF SAID LOT ONE (1), A DISTANCE OF 1470.24 FEET TO A FOUND REBAR; THENCE N 00°09'42" W CONTINUING ALONG SAID WEST LINE, A DISTANCE OF 1119.58 FEET TO THE POINT

OF BEGINNING.

SAID PARCEL CONTAINS 51.11 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

	1/4 Section	Township	Range
Description	SE1/4 Section 16	T139N	R96W

Legal - Lot/Block/Addition	Lot	Block	Addition
Description	1B	2	Southfork Acres Subdivision

Property Address / General Project Location The property is generally located south of City of Dickinson's corporate limits, approximately 350ft west of Highway 22.

Total Square Footage or Acreage of Subject Property 5.11 acres

Transmittal Letter (Explanation of Request & Proposed Operations) [241269_Transmittal-REZONE_2024-03-27.pdf](#)

Existing Zoning AG - Agriculture

Proposed Zoning RR - Rural Residential

Rezone Calc Multiplier 1

Overlay District Description N/A

Map of Area to be Rezoned [241269_Flood Map_2024-03-26.pdf](#)
[241269_PLAT-FINAL_2024-03-26.pdf](#)
[241269_PLAT-PRELIM_2024-03-26.pdf](#)
[241269_Parcel Map_2024-03-26.pdf](#)
[241269_Zoning Map_2024-03-26.pdf](#)

Minor Platting Multiplier 0

Prelim Platting Multiplier 0

Major Platting Multiplier 0

Application Calc 350

Deed for Property [220614_Corrective Deed.pdf](#)
[220614_Warranty Deed.pdf](#)

Application Fees **Applicable Fees** 350.00 USD

Total: \$350.00
Transaction ID: 6tz275da

Payer Information

First Name: Andrew
Last Name: Schrank
E-Mail: cdkirsch@ndsupernet.com

Applicant Signature



Date 03-27-2024

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

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 “AG” and “RR” 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 Agricultural (AG) to Rural Residential (RR) described as follows:

A PARCEL OF LAND BEING THE REPLAT OF LOT1B AS RECORDED BY STARK COUNTY DOCUMENT NUMBER 3178771, BLOCK TWO (2) OF SOUTHFORK ACRES SUBDIVISION LOCATED IN THE SOUTHEAST QUARTER (SE 1 4) OF SECTION SIXTEEN (16), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-SIX WEST (R96W), OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.), STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID LOT ONE B (1B) BEING A FOUND REBAR AND CAP; THENCE N 89°55'24" E ALONG THE NORTH LINE OF SAID LOT ONE B (1B), A DISTANCE OF 1276.22 FEET TO A FOUND REBAR AND CAP LS-5466 AT THE NORTHWEST CORNER OF SAID LOT ONE B (1B); THENCE S 00°14'12" E ALONG THE EAST LINE OF SAID LOT ONE B (1B), A DISTANCE OF 1466.59 FEET TO A FOUND REBAR AND CAP LS-5466 ON THE NORTH RIGHT-OF-WAY OF DVORAK DRIVE; THENCE ALONG SAID RIGHT-OF-WAY THE FOLLOWING FIVE (5) COURSES AND DISTANCES TO FOUND REBAR AND CAPS LS-5466: S 87°50'18" W, 648.45 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE SOUTHEAST HAVING A RADIUS OF 270.00 FEET; THENCE SOUTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 52°38'30" AN ARC LENGTH OF 248.07 FEET; THENCE S 35°11'48" W, 180.27 FEET TO THE BEGINNING OF A CURVE CONCAVE TO THE EAST HAVING A RADIUS OF 390.00 FEET; THENCE SOUTHERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 38°36'14" AN ARC LENGTH OF 262.77 FEET; THENCE S 03°24'26" E, 591.56 FEET TO SAID REBAR AND CAP LS-5466 ON INTERSECTION OF SAID DVORAK DRIVE RIGHT-OF-WAY AND THE NORTH RIGHT-OF-

WAY OF 20TH STREET SOUTHWEST; THENCE S 89°53'37" W ALONG SAID RIGHT-OF-WAY, A DISTANCE OF 280.35 FEET TO A FOUND REBAR AND CAP LS-5466; THENCE N 00°02'16" W LEAVING SAID RIGHT-OF-WAY ALONG THE WEST LINE OF SAID LOT ONE (1), A DISTANCE OF 1470.24 FEET TO A FOUND REBAR; THENCE N 00°09'42" W CONTINUING ALONG SAID WEST LINE, A DISTANCE OF 1119.58 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 51.11 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

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 form and after final passage.

Scott Decker, President
Board of City Commissioners

ATTEST

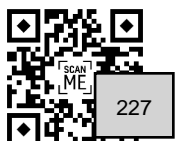
Dustin Dassinger, City Administrator

First Reading: _____, 2024
Second Reading: _____, 2024
Final Passage: _____, 2024

- FLUM
- **FUTURE LAND USE MAP AMENDMENT (FLM-003-2024)** To consider a Future Land Use Map Amendment from Industrial to Residential for a parcel of unplatted land located in the SE 1/4 of the SW ¼ of Section 6, Township 139 North, Range 95 West, located in the City of Dickinson's ETZ. The site consists of +/- 2.11 acres. Both the Planning and Zoning Commission and Community Development staff recommend denial.

Steve

City/County Planner





Transmittal Letter

To: Joshua Skluzacek – Community Development Director
City of Dickinson
38 1st Street West
Dickinson, ND 58601

From: Andrew Schrank, PE
Highlands Engineering
319 24th Street East
Dickinson, ND 58601
701.483.2444
schrank@highlandseng.com

Date: April 5, 2024

Re: FLUM Application – Moore 1st Subdivision

Message: Enclosed you will find the following FLUM application documents for the above referenced project being submitted for consideration at the May Planning and Zoning Meeting:

- Pre-submittal Meeting Letter
- Narrative (included, below) of the Project Description
- Written Statement (included, below) per Policy 1.3.3. of the Comprehensive Plan
- Legal Descriptions (included, below) for the Proposed FLUM Designations
- Warranty Deed for the Property
- Map of Current FLUM Designations from City's GIS Information
- Parcel Map for the Property from City's GIS Information
- Utility Map from City's GIS Information
- Flood Hazard Areas from City's GIS Information

FLUM Requested Change

The applicant is requesting a change from Industrial to Residential for the area described by this application.

office 701 483 2444
fax 701 483 2610

email info@highlandseng.com
web www.highlandseng.com

Highlands Engineering & Surveying, PLLC
319 24th Street East | Dickinson, ND 58601

Legal Description of Proposed FLUM Changes

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE1/4SW1/4) OF SECTION SIX (6), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-FIVE WEST (R95W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH.P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3099394 BEING A FOUND REBAR AND CAP LS-5771; THENCE N 00°28'44" E ALONG THE EAST LINE OF SAID TRACT, A DISTANCE OF 262.27 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 89°57'41" E PARALLEL TO THE SOUTH LINE OF SAID SECTION SIX (6), A DISTANCE OF 349.86 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 00°05'45" E, A DISTANCE OF 262.25 FEET TO A FOUND REBAR AND CAP LS-1225 AT THE NORTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3037698; THENCE N 89°57'50" W ALONG THE NORTH LINE OF SAID TRACT, A DISTANCE OF 352.49 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 2.11 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

Project Description

This property is currently owned by Donald L. Gerber, and he would like to convey this ±2.11-acre parcel to his grandson, Dawson Moore, so that he can build his primary residence within this site. The current Future Land Use Map (FLUM) depicts this property as *Industrial* and the current zoning is *Agricultural (AG)*, which does not allow for this proposed lots size and residential use. Therefore, this FLUM Amendment change to *Residential* is being requested. A zone change from *Agricultural* to *Rural Residential* is also being requested to allow for the proposed minor plat to meet City Ordinances.

In reviewing the land uses surrounding this site that are present to date, they are predominantly agricultural and residential with some intermixed industrial uses. Existing residences are present within ¼-mile of this site to the west, south, and east, making this proposed change a better fit for the current surrounding land uses than the current *Industrial* designation.

The applicant, Dawson Moore, indicated that his grandfather has no desire to develop or sell this property for development. Donald Gerber owns a large majority of the property on the easter side of the City's Corporates located just south I-94 that lie in the vicinity of this parcel. Therefore, he has control over a good portion of this area that is designated as *Industrial*. With his ownership of this property, industrial development is not anticipated in this area for the foreseeable future based on input from the applicant.

Allowing property to be passed down from generations to give younger individuals the opportunity to remain in Dickinson and the surrounding area is something that we believe the City should encourage. Approving this change will not significantly impact development patterns in this area since this is a smaller parcel of property, and it will provide an opportunity for this family to continue spreading their roots in the City and its surrounding area.

Access to this property is provided by an existing gravel driveway that connects from the SE corner of this property to Villard Street E. An access easement that will be recorded along with this minor plat, if approved, is being submitted with the minor plat application.

This area is also located outside of the City's Corporate Limits in the City's ETZ, and it is outside of the City's Urban Service Area, but within the City's Water Service Area.

Written Statement per Policy 1.3.3. of the City's Comprehensive Plan

Impact to the Future Land Use Map (FLUM)

This application would revise the FLUM from Industrial to Residential within the area described.

Consistency with the Comprehensive Plan policies and all other City plans

This application is consistent with the current Comprehensive Plan policies. Approving this FLUM amendment will allow for the subsequent zone change, plat, and proposed residence to be constructed within this site to be consistent with the City's ordinances if these applications are approved as proposed.

Availability of city infrastructure to serve the property in which the Future Land Use Map amendment is requested

According to the City's GIS information, this property is located outside of the City's Urban Service Area boundary, so it would not be served by City infrastructure for the foreseeable future. This parcel is located within the City's Water Service Boundary, and was part of Planning Period 3, 2019-2035 in the Comprehensive Plan. The water tank required by the Comprehensive Plan for this area has been constructed.

Since this site is intended to include a single residence, City services will not be extended to this site, and this project would have no impact to the availability of City infrastructure.

Location of the property in relation to planned thoroughfares and the availability and cost to the City to provide infrastructure

This property is located outside of the City’s Urban Service Area boundary, so it would not be served by City infrastructure for the foreseeable future. It is located near to and will be accessed from an existing public roadway, Villard Street E, by a proposed access easement.

By reducing the intensity of the allowable land uses from Industrial to Residential, the impact to City infrastructure would be reduced which could result in infrastructure and maintenance savings should this area require City services in the future.

Compatibility of the requested future land use designation in relation to abutting or adjacent future land use designations

The FLUM amendment would create a Residential designation within an area that is surrounded by industrial designations. Although this practice is not typically recommended by planners, we feel that this landowner should be able to convey his property to his grandson for construction of a residence. This is a small portion of land that will not have a significant impact on the development of this area. This owner is fully aware of the situation that he is entering into with the surrounding industrial land use designations, and existing residences are already present in the immediate vicinity of this site.

Extent to which the future land use designation establishes or reinforces an urban sprawl pattern of development as opposed to an orderly, compact form of development

This residence would be located just outside the City’s corporate limits in an area that has seen similar residential development. Therefore, this proposal is not creating sprawling development patterns as it is close to the City and existing similar 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

This property is located outside of the City’s Urban Service Area boundary, so no improvements were proposed by these phases of the Comprehensive Plan. This parcel is located within the City’s Water Service Boundary, and was part of Planning Period 3, 2019-2035 in the Comprehensive Plan. The water tank required on this side of town as indicated by the Comprehensive Plan has been constructed.

Short-term and long-term fiscal impacts to the City of approving the Future Land Use Map amendment

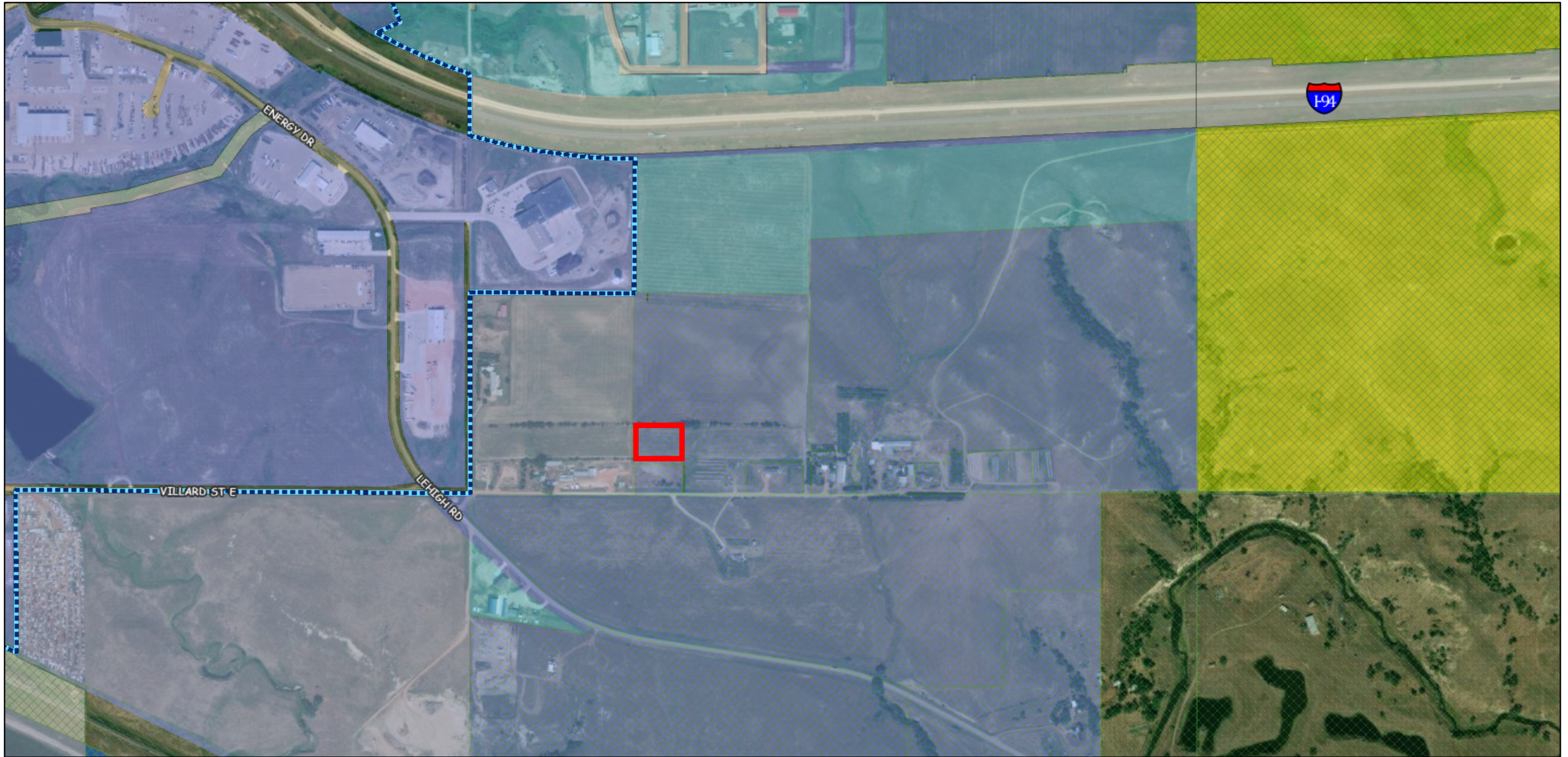
This property is located outside of the City's Urban Service Area boundary, so it would not be served by City infrastructure for the foreseeable future. This property is also located outside of the City's Corporate Limits. Therefore, this change will have no fiscal impact to the City.

Your consideration of this request is greatly appreciated. Feel free to contact me for any additional information or questions regarding this submittal. Thank You!



Andrew Schrank, PE, CFM
Highlands Engineering

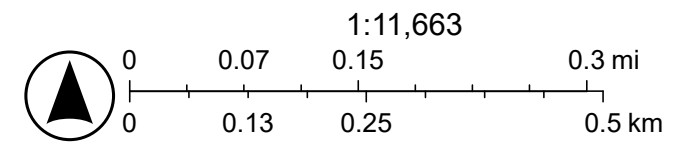
Dickinson Zoning Information Map



3/26/2024

- | | | |
|----------------------------|-------------------|----------------------------|
| Municipal Boundary | Agricultural - AG | Agricultural |
| Extra Territorial Boundary | Future Land Use | ROW |
| ETZ Zoning | Public/Civic | World Imagery |
| General Industrial - GI | Residential | Low Resolution 15m Imagery |
| Limited Industrial - LI | Industrial | |

- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations
- 2.4m Resolution Metadata



Pictometry International, Eagleview, City of Dickinson, Dickinson Engineering Department, Maxar

Dickinson Land Information Map

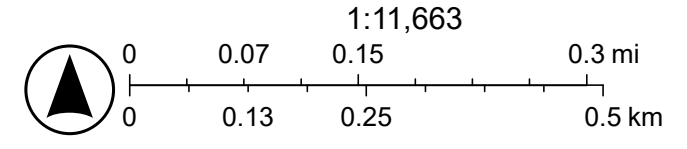


3/26/2024

- PLSS Description 12k
- Municipal Boundary
- Extra Territorial Boundary
- Urban Area Boundary
- Water Service Boundary
- Dickinson Tax Parcels
- ETZ Stark Parcels
- Lots and Easements

- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery

- Citations
- 2.4m Resolution Metadata



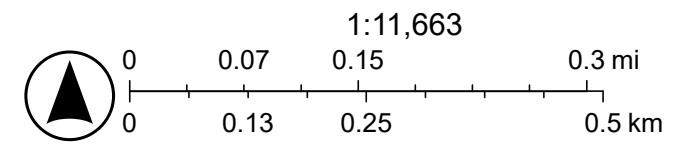
Pictometry International, Eagleview, City of Dickinson, Dickinson Engineering Department, Maxar

Dickinson Utility Information Map



3/26/2024

- | | | | | | | |
|--|---|---|---|---|---|---|
| <ul style="list-style-type: none"> • Water Curb Stop Valve • Water System Valve Water Hydrant • City of Dickinson • Private or Other • Water Manhole | <p>Water Network Structures</p> <ul style="list-style-type: none"> Enclosed Storage Facility <p>Water Lateral Lines</p> <ul style="list-style-type: none"> Fire Hydrant Service | <p>Water Main Lines</p> <ul style="list-style-type: none"> Polyvinyl Chloride Ductile Iron Water Casings Water Abandoned Points Water Abandoned Lines Sanitary Control Valve | <ul style="list-style-type: none"> • Sanitary Clean Outs • Sanitary Manhole Sanitary Lateral Lines Sanitary Gravity Mains Sanitary Pressurized Mains Sanitary Casings | <p>Sanitary Network Structures</p> <ul style="list-style-type: none"> Lift Station Storm Inlets Storm Discharge Storm Gravity Mains Storm Culverts Storm Open Drains | <p>Storm Detention Structures</p> <ul style="list-style-type: none"> Poles Street Lighting, City of Dickinson Electric Access Points Pull Box Service Box Electric Lines | <ul style="list-style-type: none"> Communication Lines |
|--|---|---|---|---|---|---|



Pictometry International, Eagleview, City of Dickinson, Dickinson Engineering Department, Maxar

Low Resolution 15m Imagery
 High Resolution 60cm Imagery
 High Resolution 30cm Imagery
 Citations
 2.4m Resolution Metadata



PRE-APPLICATION RESPONSE

COMMUNITY DEVELOPMENT

Date: January 30, 2024

To: Mr. Andrew Albrecht

Attn: Mr. Dawson Moore
Highlands Engineering
319 24th St E
Dickinson, ND 58601
(701) 793-242/andrew.albrecht@highlandseng.com

RE: January 9, 2024 Pre-application Meeting Response Letter Regarding: SE1/4SW1/4
Section 6, T139N, R95W

Dear Mr. Dawson Moore,

Thank you for meeting with City staff on January 9 for a discussion regarding your development request. This letter serves as an outline of the request, a summary of the pre-application meeting discussion, and responses from the following City of Dickinson departments: Planning, Building, Engineering, Fire, Assessing, and/or Public Works. Please carefully review all information provided within this letter. Staff will remain available to answer any further questions before, during, and after development applications. Links to resources regarding development application processes are located at the end of this document.

In Attendance:

[Andrew Albrecht, Highlands Engineering](#)

[Andrew Schrank, Highlands Engineering](#)

[Dawson Moore](#)

Aaron Praus, Solid Waste Manager & Interim Deputy Public Works Director

Dustin Dassinger, City Administrator

Gary Zuroff, Public Works Director

Joe Hirschfield, City Assessor

Josh Skluzacek, City Engineer and Community Development Director

Leonard Schwindt, City Building Official

Loretta Marshik, Assistant City Engineer

Mark Selle, Deputy Fire Chief



Matthew Galibert, City Planner

Steve Josephson, City/County Planner

Sylvia Miller, Executive Assistant - Community Development

Requests/Questions from the applicant:

"What will be required by the city for this new tract to be created and be able to have a residence constructed there? Would a Certificate of survey with an access easement through the remaining land be acceptable? There are no current platted properties surrounding it. Will a minor plat be required? If so, it has no frontage to a street. Will a private access need to be included resulting in additional land needing to be transferred to create the plat? Or would the entire SE1/4SW1/4 need to be platted to have this proposed parcel as lot 1 and the remaining land as lot 2 with the plat having a private access easement to lot 1? The future land use of this area shows industrial. It is currently agricultural. This lot would be residential. A few surrounding tracts are also residential. Would this tract be allowed in this area or would a FLUM amendment be needed? If we could get an opinion back on this on how we will need to proceed with this that would be great so we can let Dawson know what will be expected to get this underway. Thanks!"

Project Description:

"A client, Dawson Moore, is seeking to purchase roughly 2 acres of land from Donald Gerber and build a residence. The attached sketch shows the location of the Parcel that Dawson would like to purchase. The parcel desired is just north of a 1210' x 213' unplatted tract. The access to the parcel is an existing road that parallels the east side of said tract. This tract is not in the city limits but is in the ETZ"

Documents provided to the City of Dickinson at the time of the development meeting:

- Pre-Application Request Form
- Site Survey

LISTED BELOW ARE THE CITY OF DICKINSON'S COMMENTS RELATED TO YOUR PRE-SUBMITTAL REQUEST:

Planning:

Summary: FLUM amendment to residential and Zoning Map amendment to R-1 would be required for the minor plat to be accepted. All three applications may be submitted concurrently.

FLUM Amendment Industrial to Residential

- 1 Planning & Zoning Commission (P&Z) public hearing

- *City Commission (CC) public hearing*
- *CC 2nd reading for final approval*
- *Required to establish any current zoning district other than Limited Industrial or General Industrial.*

Zoning Map Amendment (Rezone) from Agricultural to R-1

- *1 P&Z public hearing*
- *CC public hearing*
- *CC 2nd reading for final approval*
- *Required due to 5-acre minimum in Ag district*

Minor Plat Application

- *1 P&Z public hearing*
- *1 CC meeting for final approval*

The proposal received by City staff is for a 2.14-acre legal lot to be recorded in the ETZ. This lot is zoned agriculture (AG). A minor plat application may only be considered following approval of a rezone petition and Future Land Use Map (FLUM) amendment application by the City Commission for the following reasons:

- AG zoning district requires a 5-acre lot size minimum.
- The FLUM must be amended to residential in order to approve of a rezone.

You may apply for all associated applications concurrently. The minor plat would be contingent upon approval of a rezone petition to rural residential (RR) or low-density residential (R-1). Each of these two zoning districts permits certain residential development regulations, with RR providing additional permissions for keeping animals on site. Please reference the definitions provided within Chapter 39 ZONING of the municipal code if you would like to compare those difference. Table 4-2, additionally, will provide guidance regarding lot line, setback, maximum height, and other considerations which vary by base zoning district.

Regarding the FLUM amendment, staff recommends approaching neighboring residences to foster support in order to gain City Commission approval to change the general neighborhood/area from Industrial to Residential. This is necessary because the FLUM should not be spot-zoned to allow a small piece of Residential designation within the overarching Industrial designation area and depends on general community support, if seeking to amend the directionality of a substantial area's development pattern. If such a FLUM amendment were to be approved, staff feels confident that a rezone would also be approved because they would share a common reasoning.

A minor plat application would be the final consideration before City Commission for which you must solicit approval

Applications:

These applications can be submitted concurrently, with approval for each to be conditioned upon approval of all associated applications. The fees for these applications are additive: zoning change + FLUM amendment + minor plat. A link to the 2024 fee schedule is provided below.

Minor Plat Application: A minor plat application is required for minor subdivisions of 4 or fewer lots. This application requires one Planning & Zoning Commission hearing and one reading for final approval by the City Commission. Access to the property via easement is required. If public right-of-way is deemed necessary by either the Planning & Zoning or City Commission, a major plat application would be required. An access easement which would serve any otherwise land-locked lot must be included on the plat.

Future Land Use Map Amendment: This property is designated as Industrial and would need to be amended to Residential. This ordinance amendment petition requires one public hearing at Planning & Zoning, a public hearing at City Commission, and a 2nd reading at another City Commission meeting for final approval.

City Staff recommends approaching neighboring residences to foster support in order to gain City Commission approval to change the general neighborhood/area from Industrial to Residential. This is necessary because the FLUM cannot be spot-zoned to allow a small piece of Residential designation within the overarching Industrial designation area. Re-designating the general area for future residential or agricultural use will require general community support. If such a FLUM amendment were to be approved, staff feels confident that a rezone would also be approved because they would share a common reasoning. The City is also in the process of updating the City of Dickinson Comprehensive Plan and your feedback may be applied to that update, as the City re-evaluates the Future Land Use Map.

Zoning Map Amendment (Rezone): This ordinance amendment petition requires one public hearing at Planning & Zoning, a public hearing at City Commission, and a 2nd reading at a later/subsequent City Commission meeting for final approval. The reason for a rezone approval is because the subject property is currently zoned agricultural (despite the FLUM reading Industrial). Agricultural zoning requires a 5-acre minimum lot size.

Application Preparation: All required documentation is listed within each application at the online portal. A completed application should be submitted by the first Friday of the month

prior to the desired Planning & Zoning meeting. Planning & Zoning meets on the 2nd Wednesday of each month. City Commission meets on the 1st and 3rd Tuesday of each month.

Fee schedule:

<https://library.municode.com/ND/dickinson/munidocs/munidocs?nodeId=65439ee80a4fa>

Application portal:

<https://www.dickinsongov.com/government/page/application-portal>

Application requirements:

Within each online application and found below in the appendix.

City of Dickinson Municipal Code:

Engineering:

- Platting
 - Minor plat to include the adjacent Tract A in the SE1/4 of Section 6, T139N, R95W. If at all possible, we'd like to see the new 2+ acre lot include a 30-foot flag to the section line. If a flag is not possible, we will require a ingress/egress easement to be included on the face of the plat connecting the new lot to the section line.
- Floodplain
 - See appendix for the flood map image
- Streets
 - No comment
- Traffic
 - No comment
- Water
 - Plans to utilize a well, no comment
- Sanitary Sewer
 - Plans to utilize a private septic system, no comment
- Storm Sewer
 - Outside of City Limits, no comments

Buildings: Building fire suppression requirements by the City of Dickinson are no more stringent than the International Building Code. A building permit application will be required to follow the City of Dickinson Municipal Code. Plumbing inspections will be provided by the City of Dickinson. Electric inspections will be provided by the State of North Dakota.

Thank you once again for discussing this development concept with City of Dickinson staff and please do not hesitate to contact staff further:

Planning: 701.456.7812 / matthew.galibert@dickinsongov.com.

Community Development Administration: 701.456.7020 / sylvia.miller@dickinsongov.com

Upon submission to the City of Dickinson, it is assumed that the application is specific to only property owned and operated by Dawson Moore, or represented by Dawson Moore, and the individuals listed and underlined above. By submitting this application, the applicant is acknowledging that no significant changes have occurred since the application and background information has been submitted to the City of Dickinson. If significant changes have occurred since the date of this letter, the City of Dickinson recommendations and requirements will likely change. The City of Dickinson assumes no liability regarding financial loss if denial or withdrawal of any development applications results in negative impacts to capital investments or third-party financial agreements entered into by the applicant.

City GIS maps:

<https://cityofdickinson.maps.arcgis.com/home/index.html>

Municipal codes directory:

<https://www.dickinsongov.com/government/page/municipal-code>

Upcoming Planning & Zoning / City Commission meetings:

<https://www.dickinsongov.com/meetings>

Applications Portal:

<https://www.dickinsongov.com/government/page/application-portal>

Appendices:

A) Completed Application Requirements and Associated Fees. All applications must be complete and submitted by the first Friday of the month prior to the desired public hearing date.

Rezone Petition:

Public/Agricultural: \$250.00 fee per application
Residential: \$350.00 fee per application
Commercial/Industrial: \$750.00 fee per application

Required Documentation:

- Pre-Application Date / Response Letter
- Transmittal letter / narrative describing proposed operations/activities and reasons for the application.
- Title Opinion reflecting ownership by Applicant(s)
 - If applicant does not own the subject property, also include affidavit of interests / agent of owner statement indicating legal interest by the property owner.
- Map of area to be rezoned
- Legal description of area to be rezoned, including lots and blocks by district if multiple zoning district are requested
- Signed development agreement
- A list of property owners, addresses, and legal descriptions within 400-feet of the property (Right-of-Way Included)

Future Land Use Map Amendment: \$750 fee per application

Required Documentation:

- Pre-Application Date / Response Letter
- Transmittal letter / narrative describing proposed operations/activities and reasons for the application.
- Title Opinion reflecting ownership by Applicant(s)
 - If applicant does not own the subject property, also include affidavit of interests / agent of owner statement indicating legal interest by the property owner.

- Map of proposed amendment to Future Land Use Plan, drawn to scale, in digital form (.pdf)

Plat (check for additional major plat requirements): \$350.00

Required Documentation:

- Pre-Application Date / Response Letter
- Transmittal letter / narrative describing reason for the application.
- Title Opinion reflecting ownership by Applicant(s)
 - If applicant does not own the subject property, also include affidavit of interests / agent of owner statement indicating legal interest by the property owner.
- Proposed plat map satisfying the following criteria:
 - Name of the subdivision plat (if in City use "addition", if in ETZ use "subdivision").
 - Location of subdivision plat by section, township and range (to the quarter section).
 - Names and addresses of property owner(s) and registered land surveyor. d. Scale of 1" = 100' or less, shown graphically. e. Date.
 - North point indication (arrow or compass rose).
 - Basis of bearings, as derived from State Plane Coordinates.
 - Indication of both vertical datum and horizontal datum used for the plat.
 - Boundary line of subdivision plat based on an accurate traverse, with angular and linear dimensions.
 - Legal description of property being platted, including any section line right-of-way not previously deeded for subdivision plats within the ETZ.
 - Accurate locations of all monuments. One monument shall be placed at each corner and at each change of direction in the boundary line of the subdivision plat. In addition, one monument shall be noted/ placed at each block corner; at each point of deflection in the interior lot lines; and at the point of curvature and point of tangency of each curve in a street line on both sides of the street. Whether monuments are to be

noted or placed prior to recording the plat is based on the location of the subdivision plat.

- True angles and distances to the nearest official monuments. For subdivision plats adjacent to or within the current corporate limits, a tie to at least one official monument is required. For subdivision plats within the ETZ, ties to two official monuments are required. For purposes of this requirement, an official monument is an official government monument, such as a section corner or quarter section corner.
- Ties to a minimum of two accepted State Plane Coordinate monuments based on NAD 83 horizontal datum (adjusted 86), units of measurement international feet, ND south zone 3302.
- Elevations referenced to a durable benchmark described on the plat within its location to the nearest hundredth of a foot, with indication of datum used (NAVD88 required for areas with current floodplain information in that datum).
- Exact location, width and name of all rights-of-way within and adjoining the subdivision plat, and the exact location of all alleys and multi-use trails within the subdivision plat.
- Accurate outlines and legal descriptions of any areas (not including streets, alleys or public utility easements) to be dedicated or reserved for public use, with the purposes indicated; and of any areas to be reserved by deed covenant for common use of all property owners within the subdivision plat.
- All easements for rights-of-way provided for public services and public utilities.
- All lot numbers and block numbers and lot lines, with accurate dimensions in feet and hundredths.
- Square footage or acreage of land within the subdivision plat, each individual lot, each subplot created by ghost platting, and the total area in streets. If the subdivision plat crosses a quarter-section line, the acreage within each quarter section must also be noted.
- Radii, deltas and lengths of all curves based on arc definitions.

- Location and dimensions of non-access lines and access points within a continuous non-access line.
- 100-year floodplain and floodway elevations and topographic contours with a minimum contour interval of 2 feet for any portion of the subdivision plat within a designated floodplain, with indication of datum used (NAVD88 required for areas with current floodplain information in that datum).
- For any waterways or bodies of water within or adjacent to the subdivision plat, the present shoreline locations (relative to the meander line).
- Certification by the registered surveyor that the subdivision plat represents a survey made by him/her, or under the surveyor's direct supervision, and that the monuments shown thereon are accurate, all required monuments have been set, and that all dimensional and geodetic details are correct.
- Notarized certification by all owner(s) of the land of adoption of the subdivision plat and dedication of sewers, water distribution lines, streets, public areas and other improvements. If there are multiple owners, the specific lot(s) owned by each must be specified.
- All easements for stormwater management facilities shall be shown and dedicated.



DAWSON MOORE FUTURE LAND USE MAP AMENDMENT STAFF REPORT

To: City of Dickinson Planning and Zoning Commission
From: City of Dickinson Community Development Services
Date: May 8, 2024
Re: FLM-003-2024 Future Land Use Map Amendment

OWNER/APPLICANT

Dawson Moore
3983 Villard Street E
Dickinson, ND, 58601
Mooredawson040@gmail.com
701-690-3727

APPLICANT'S REPRESENTATIVE

Andrew Schrank
Highlands Engineering
319 24th Street East
Schrank@highlandseng.com
701 483 2444

Public Hearing	May 8, 2024	Planning and Zoning Commission
Public Hearing	May 21, 2024	City Commission
Final Consideration	June 4, 2024	City Commission

To consider a future land use map (FLUM) amendment for an un-platted 2.11-acre property located in the southwest quarter (SW1/4) of Section 6, Township 139 North, Range 95W located within the City of Dickinson's ETZ. The subject property is generally located 220 feet north of Villard Street East and 1100 feet east of 35th Avenue East. The applicant seeks to plat approximately 2 acres to build a single-family residence. City of Dickinson water infrastructure exists at the intersection of Energy Drive and Villard Street East which is approximately 1100 feet west of the proposed single-family residence. City of Dickinson sanitary sewer infrastructure exists west of the intersection of Energy Drive and Villard Street East approximately 2150 feet or approximately 3250 feet west of the proposed single-family residence.

Staff Recommendation: Denial

A companion zoning map amendment request is also scheduled for public hearing at the May 8, 2024 Planning and Zoning Commission meeting (REZ-004-2024).

A companion preliminary/final subdivision request is also scheduled for public hearing at the May 8, 2024 Planning and Zoning Commission meeting (FLP 010-2024).

CURRENT ZONING	AG
FUTURE LAND USE MAP DESIGNATION	INDUSTRIAL
GROSS SITE ACREAGE	+/- 2.11 acres
LOTS PROPOSED	One

NEARBY ZONING & LAND USE		
Direction	Zoning	Land Use
North	AG	Undeveloped
East	AG	Undeveloped
South	AG	Undeveloped
West	AG	Undeveloped

BACKGROUND

When the FLUM was adopted in March 2013 as part of the Dickinson 2035: Roadmap to the Future Comprehensive Plan, the subject property, along with adjacent properties to the north, south, east and west, were designation as Industrial. According to Chapter 4 Land Use of the Comprehensive Plan, the FLUM designations were determined as follows:

- City planner input on general mapping strategies as well as the location of specific FLUM designations;
- Public comment received on specific FLUM designations;
- Existing land use pattern;
- Development trends;
- Land use compatibility; and
- Preferred future development of existing properties.

These factors are listed on page 110 of Chapter 4 Land Use of the Comprehensive Plan.

Although the current AG zoning of the subject lot is not consistent with the current Industrial FLUM designation, Chapter 4-Land Use of the Comprehensive Plan states that in all cases properties with existing uses that are not consistent with the FLUM would retain the legal right to develop the property in compliance with the existing zoning district designation. Page 110 of Chapter 4 Land Use of the Comprehensive Plan addresses inconsistencies between FLUM designations and existing zoning district designations.

CONSISTENCY, COMPATIBILITY, AND RECOMMENDATIONS

Consistency with Comprehensive Plan

Policy 1.3.4 of the Chapter 4 Land Use of the City of Dickinson Comprehensive Plan states the following:

The City shall review FLUM amendments applications and shall take into consideration and record as findings of fact in an ordinance that approves a requested Future Land Use Map Amendment the following factors:

- *Impact to the FLUM.*
- *Consistency with comprehensive plan policies and all other city plans.*
- *Availability of city infrastructure to serve the property in which the FLUM 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 FLUM amendment is proposed.*
- *Short-term and long-term fiscal impacts to the City of approving the FLUM amendment.*

Staff finds the following:

- Approval of the proposed amendment would impact the FLUM by creating an area that is not consistent with the adjacent FLUM designations. It would essentially create a residential island in an area that is intended for development that is incompatible with residential uses;

- As the adjacent properties to the north, south, east and west are designated on the FLUM as Industrial, the requested future land use designation is not compatible in relationship to abutting or adjacent future land use designation

Compatibility with Local Uses

A lumberyard operation is located immediately to the southwest of the subject property. A lumberyard operation is considered a construction sales and services use. Section 39.03.00

Commercial Use Types of the City's Zoning Ordinance describes construction sales and services uses as follows:

"Establishments or places of business primarily engaged in the retail or wholesale sale, from the premises, of materials used in the construction of buildings or other structures other than retail sale of paint, fixtures and hardware. This use type excludes those uses classified under Automotive and Equipment Services. Typical uses include building materials sales, or tool and equipment rental or sales."

As the lumberyard is located on a property zoned AG the operation is considered as a legal non-conforming use as constructure sales and uses are only allowed in the Community Commercial, General Commercial, Limited Commercial and General Commercial zoning districts (Article 39.04 of the City Zoning Ordinance).

Public Input: As of the date of this report, City staff has not received any public comments.

Staff Recommendation: Based upon the findings listed above the City Community Development Team staff recommends **denial** of FLM-003-2024.

MOTIONS:

*****Denial*****

*"I move the Dickinson Planning and Zoning Commission recommend Denial of **FLM-003-2024** as NOT being compliant with the City of Dickinson Comprehensive Plan and as being contrary to interest of the public health, safety and welfare."*

*****Approval*****

*"I move the City of Dickinson Planning and Zoning Commission recommend approval of **FLM-003-2024** as being compliant with the City of Dickinson Comprehensive Plan 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. _____.

From: Jotform
To: [Sylvia Miller](#); [Sylvia Miller](#); [Steven Josephson](#); [Dustin D. Dassinger](#); [Leonard W. Schwindt](#); [Joshua Skluzacek](#); [Nicole Snyder](#); [Nicole Snyder](#)
Subject: Re: Unified Development Application
Date: Friday, April 5, 2024 3:32:54 PM
Attachments: [5881619510017187092_signature_23.png](#)
[City of Dickinson Pre-Application.pdf](#)
[231254_Deed.pdf](#)
[231254_Transmittal-FLUM_2024-04-05.pdf](#)
[231254_FLUM_Map_2024-03-26.pdf](#)
[231254_Flood_Map_2024-03-26.pdf](#)
[231254_Parcel_Map_2024-03-26.pdf](#)
[231254_Utility_Map_2024-03-26.pdf](#)
[231254_Owner_Signature_2024-04-04.pdf](#)
[5881619510017187092_signature_23.png](#)



Unified Development Application

Have you met with Planning Staff regarding your application? **Yes**

Please upload the letter or counseling form you received following your pre-application meeting: [City of Dickinson Pre-Application.pdf](#)

Type of Development **Future Land Use Map Amendment**

Name **Dawson Moore**

Company **n/a**

Applicant Email **mooredawson040@gmail.com**

Applicant Phone # **(701) 690-3727**

Applicant Representative (if applicable) **Andrew Schrank**

Applicant Representative Company **Highlands Engineering**

Applicant Representative Email **schrank@highlandseng.com**

Applicant Representative Phone # **(701) 483-2444**

Owner Name **Donald Gerber**

Owner Address 3983 Villard St E, Dickinson, ND, 58601

Owner Email mooredawson040@gmail.com

Owner Phone # (701) 690-3727

Is the owner present to Sign

Owner Signature Upload [231254_Owner Signature_2024-04-04.pdf](#)

Will this application require any other action to complete the development?

Metes and Bounds Description (ONLY REQUIRED FOR UNPLATTED SUBDIVISION LOTS)

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE1/4SW1/4) OF SECTION SIX (6), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-FIVE WEST (R95W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH.P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3099394 BEING A FOUND REBAR AND CAP LS-5771; THENCE N 00°28'44" E ALONG THE EAST LINE OF SAID TRACT, A DISTANCE OF 262.27 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 89°57'41" E PARALLEL TO THE SOUTH LINE OF SAID SECTION SIX (6), A DISTANCE OF 349.86 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 00°05'45" E, A DISTANCE OF 262.25 FEET TO A FOUND REBAR AND CAP LS-1225 AT THE NORTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3037698; THENCE N 89°57'50" W ALONG THE NORTH LINE OF SAID TRACT, A DISTANCE OF 352.49 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 2.11 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

	1/4 Section	Township	Range
Description	SW1/4 Section 6	T139N	R95W

Legal - Lot/Block/Addition

	Lot	Block	Addition
Description	1	1	Moore 1st Subdivision

Property Address / General Project Location	0.3 miles east of Energy Drive north of Villard Street E	
Total Square Footage or Acreage of Subject Property	2.11 acres	
Proposed Month for Consideration	May	
Existing Future Land Use Map Category	Industrial	
Proposed Future Land Use Map Category	Residential	
Existing Zoning	AG - Agriculture	
Existing Use	Agriculture	
Overlay District Description	n/a	
Transmittal Letter (Explanation of Request & Proposed Operations)	231254_Transmittal-FLUM_2024-04-05.pdf	
Map of Proposed Amendment to Future Land Use Map - Drawn to Scale	231254_FLUM Map_2024-03-26.pdf 231254_Flood Map_2024-03-26.pdf 231254_Parcel Map_2024-03-26.pdf 231254_Utility Map_2024-03-26.pdf	
Rezone Calc Multiplier	0	
Minor Platting Multiplier	0	
Prelim Platting Multiplier	0	
Major Platting Multiplier	0	
Application Calc	750	
Deed for Property	231254_Deed.pdf	
Application Fees	Applicable Fees	750.00 USD
	Total:	\$750.00
	Transaction ID:	b0pa452f
	Payer Information	
	First Name:	Andrew

Last Name: Schrank
E-Mail mooredawson040@gmail.com

Applicant Signature

A handwritten signature in black ink, appearing to be 'AS' or similar, written over a horizontal line.

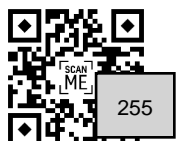
Date 04-05-2024

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

- REZONE
- **REZONE (REZ-004-2024)**-To consider a Zoning Map Amendment from Agricultural (AG) to Rural Residential (RR) for a property located in the SE 1/4 of the SW 1/4 of Section 6, Township 139 North, Range 95 West located in the City of Dickinson's ETZ. The site consists of +/-2.11 acres. Both the Planning and Zoning Commission and Community Development staff recommend denial.

Steve

City/County Planner





Transmittal Letter

To: Joshua Skluzacek – Community Development Director
City of Dickinson
38 1st Street West
Dickinson, ND 58601

From: Andrew Schrank, PE
Highlands Engineering
319 24th Street East
Dickinson, ND 58601
701.483.2444
schrank@highlandseng.com

Date: April 5, 2024

Re: Rezone Application – Moore 1st Subdivision

Message: Enclosed you will find the following Rezone application documents for the above referenced project being submitted for consideration at the May Planning and Zoning Meeting:

- Pre-submittal Meeting Letter
- Narrative (included, below) of the Project Description
- Legal Descriptions (included, below) for the Proposed FLUM Designations
- Warranty Deed for the Property
- Map of Current Zoning Designations from City's GIS Information
- Parcel Map for the Property from City's GIS Information
- Utility Map from City's GIS Information
- Flood Hazard Areas from City's GIS Information

Rezoning Request

The applicant is requesting a change from Agricultural (AG) to Rural Residential (RR) for the area described by this application.

office 701 483 2444
fax 701 483 2610

email info@highlandseng.com
web www.highlandseng.com

Highlands Engineering & Surveying, PLLC
319 24th Street East | Dickinson, ND 58601

Legal Description of Proposed FLUM Changes

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE1/4SW1/4) OF SECTION SIX (6), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-FIVE WEST (R95W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH.P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3099394 BEING A FOUND REBAR AND CAP LS-5771; THENCE N 00°28'44" E ALONG THE EAST LINE OF SAID TRACT, A DISTANCE OF 262.27 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 89°57'41" E PARALLEL TO THE SOUTH LINE OF SAID SECTION SIX (6), A DISTANCE OF 349.86 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 00°05'45" E, A DISTANCE OF 262.25 FEET TO A FOUND REBAR AND CAP LS-1225 AT THE NORTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3037698; THENCE N 89°57'50" W ALONG THE NORTH LINE OF SAID TRACT, A DISTANCE OF 352.49 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 2.11 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

Project Description

This property is currently owned by Donald L. Gerber, and he would like to convey this ±2.11-acre parcel to his grandson, Dawson Moore, so that he can build his primary residence within this site. The current Future Land Use Map (FLUM) depicts this property as *Industrial* and the current zoning is *Agricultural (AG)*, which does not allow for this proposed lots size and residential use. Therefore, this zone change to *Rural Residential* is being requested to allow for the proposed minor plat to meet City Ordinances.

In reviewing the land uses surrounding this site that are present to date, they are predominantly agricultural and residential with some intermixed industrial uses. Existing residences are present within ¼-mile of this site to the west, south, and east, making this proposed change a better fit for the current surrounding land uses than the current Industrial designation.

The applicant, Dawson Moore, indicated that his grandfather has no desire to develop or sell this property for development. Donald Gerber owns a large majority of the property on the easter side of the City's Corporates located just south I-94 that lie in the vicinity of this parcel. Therefore, he has control over a good portion of this area that is designated as Industrial. With his ownership of this property, industrial development is not anticipated in this area for the foreseeable future based on input from the applicant.

Allowing property to be passed down from generations to give younger individuals the opportunity to remain in Dickinson and the surrounding area is something that we believe the City should encourage. Approving this change will not significantly impact development patterns in this area since this is a smaller parcel of property, and it will provide an opportunity for this family to continue spreading their roots in the City and its surrounding area.

Access to this property is provided by an existing gravel driveway that connects from the SE corner of this property to Villard Street E. An access easement that will be recorded along with this minor plat, if approved, is being submitted with the minor plat application.

This area is also located outside of the City's Corporate Limits in the City's ETZ, and it is outside of the City's Urban Service Area, but within the City's Water Service Area.

Your consideration of this request is greatly appreciated. Feel free to contact me for any additional information or questions regarding this submittal. Thank You!



Andrew Schrank, PE, CFM
Highlands Engineering



PRE-APPLICATION RESPONSE

COMMUNITY DEVELOPMENT

Date: January 30, 2024

To: Mr. Andrew Albrecht

Attn: Mr. Dawson Moore
Highlands Engineering
319 24th St E
Dickinson, ND 58601
(701) 793-242/andrew.albrecht@highlandseng.com

RE: January 9, 2024 Pre-application Meeting Response Letter Regarding: SE1/4SW1/4
Section 6, T139N, R95W

Dear Mr. Dawson Moore,

Thank you for meeting with City staff on January 9 for a discussion regarding your development request. This letter serves as an outline of the request, a summary of the pre-application meeting discussion, and responses from the following City of Dickinson departments: Planning, Building, Engineering, Fire, Assessing, and/or Public Works. Please carefully review all information provided within this letter. Staff will remain available to answer any further questions before, during, and after development applications. Links to resources regarding development application processes are located at the end of this document.

In Attendance:

[Andrew Albrecht, Highlands Engineering](#)

[Andrew Schrank, Highlands Engineering](#)

[Dawson Moore](#)

Aaron Praus, Solid Waste Manager & Interim Deputy Public Works Director

Dustin Dassinger, City Administrator

Gary Zuroff, Public Works Director

Joe Hirschfield, City Assessor

Josh Skluzacek, City Engineer and Community Development Director

Leonard Schwindt, City Building Official

Loretta Marshik, Assistant City Engineer

Mark Selle, Deputy Fire Chief



Matthew Galibert, City Planner

Steve Josephson, City/County Planner

Sylvia Miller, Executive Assistant - Community Development

Requests/Questions from the applicant:

"What will be required by the city for this new tract to be created and be able to have a residence constructed there? Would a Certificate of survey with an access easement through the remaining land be acceptable? There are no current platted properties surrounding it. Will a minor plat be required? If so, it has no frontage to a street. Will a private access need to be included resulting in additional land needing to be transferred to create the plat? Or would the entire SE1/4SW1/4 need to be platted to have this proposed parcel as lot 1 and the remaining land as lot 2 with the plat having a private access easement to lot 1? The future land use of this area shows industrial. It is currently agricultural. This lot would be residential. A few surrounding tracts are also residential. Would this tract be allowed in this area or would a FLUM amendment be needed? If we could get an opinion back on this on how we will need to proceed with this that would be great so we can let Dawson know what will be expected to get this underway. Thanks!"

Project Description:

"A client, Dawson Moore, is seeking to purchase roughly 2 acres of land from Donald Gerber and build a residence. The attached sketch shows the location of the Parcel that Dawson would like to purchase. The parcel desired is just north of a 1210' x 213' unplatted tract. The access to the parcel is an existing road that parallels the east side of said tract. This tract is not in the city limits but is in the ETZ"

Documents provided to the City of Dickinson at the time of the development meeting:

- Pre-Application Request Form
- Site Survey

LISTED BELOW ARE THE CITY OF DICKINSON'S COMMENTS RELATED TO YOUR PRE-SUBMITTAL REQUEST:

Planning:

Summary: FLUM amendment to residential and Zoning Map amendment to R-1 would be required for the minor plat to be accepted. All three applications may be submitted concurrently.

FLUM Amendment Industrial to Residential

- 1 Planning & Zoning Commission (P&Z) public hearing

- *City Commission (CC) public hearing*
- *CC 2nd reading for final approval*
- *Required to establish any current zoning district other than Limited Industrial or General Industrial.*

Zoning Map Amendment (Rezone) from Agricultural to R-1

- *1 P&Z public hearing*
- *CC public hearing*
- *CC 2nd reading for final approval*
- *Required due to 5-acre minimum in Ag district*

Minor Plat Application

- *1 P&Z public hearing*
- *1 CC meeting for final approval*

The proposal received by City staff is for a 2.14-acre legal lot to be recorded in the ETZ. This lot is zoned agriculture (AG). A minor plat application may only be considered following approval of a rezone petition and Future Land Use Map (FLUM) amendment application by the City Commission for the following reasons:

- AG zoning district requires a 5-acre lot size minimum.
- The FLUM must be amended to residential in order to approve of a rezone.

You may apply for all associated applications concurrently. The minor plat would be contingent upon approval of a rezone petition to rural residential (RR) or low-density residential (R-1). Each of these two zoning districts permits certain residential development regulations, with RR providing additional permissions for keeping animals on site. Please reference the definitions provided within Chapter 39 ZONING of the municipal code if you would like to compare those difference. Table 4-2, additionally, will provide guidance regarding lot line, setback, maximum height, and other considerations which vary by base zoning district.

Regarding the FLUM amendment, staff recommends approaching neighboring residences to foster support in order to gain City Commission approval to change the general neighborhood/area from Industrial to Residential. This is necessary because the FLUM should not be spot-zoned to allow a small piece of Residential designation within the overarching Industrial designation area and depends on general community support, if seeking to amend the directionality of a substantial area's development pattern. If such a FLUM amendment were to be approved, staff feels confident that a rezone would also be approved because they would share a common reasoning.

A minor plat application would be the final consideration before City Commission for which you must solicit approval

Applications:

These applications can be submitted concurrently, with approval for each to be conditioned upon approval of all associated applications. The fees for these applications are additive: zoning change + FLUM amendment + minor plat. A link to the 2024 fee schedule is provided below.

Minor Plat Application: A minor plat application is required for minor subdivisions of 4 or fewer lots. This application requires one Planning & Zoning Commission hearing and one reading for final approval by the City Commission. Access to the property via easement is required. If public right-of-way is deemed necessary by either the Planning & Zoning or City Commission, a major plat application would be required. An access easement which would serve any otherwise land-locked lot must be included on the plat.

Future Land Use Map Amendment: This property is designated as Industrial and would need to be amended to Residential. This ordinance amendment petition requires one public hearing at Planning & Zoning, a public hearing at City Commission, and a 2nd reading at another City Commission meeting for final approval.

City Staff recommends approaching neighboring residences to foster support in order to gain City Commission approval to change the general neighborhood/area from Industrial to Residential. This is necessary because the FLUM cannot be spot-zoned to allow a small piece of Residential designation within the overarching Industrial designation area. Re-designating the general area for future residential or agricultural use will require general community support. If such a FLUM amendment were to be approved, staff feels confident that a rezone would also be approved because they would share a common reasoning. The City is also in the process of updating the City of Dickinson Comprehensive Plan and your feedback may be applied to that update, as the City re-evaluates the Future Land Use Map.

Zoning Map Amendment (Rezone): This ordinance amendment petition requires one public hearing at Planning & Zoning, a public hearing at City Commission, and a 2nd reading at a later/subsequent City Commission meeting for final approval. The reason for a rezone approval is because the subject property is currently zoned agricultural (despite the FLUM reading Industrial). Agricultural zoning requires a 5-acre minimum lot size.

Application Preparation: All required documentation is listed within each application at the online portal. A completed application should be submitted by the first Friday of the month

prior to the desired Planning & Zoning meeting. Planning & Zoning meets on the 2nd Wednesday of each month. City Commission meets on the 1st and 3rd Tuesday of each month.

Fee schedule:

<https://library.municode.com/ND/dickinson/munidocs/munidocs?nodeId=65439ee80a4fa>

Application portal:

<https://www.dickinsongov.com/government/page/application-portal>

Application requirements:

Within each online application and found below in the appendix.

City of Dickinson Municipal Code:

Engineering:

- Platting
 - Minor plat to include the adjacent Tract A in the SE1/4 of Section 6, T139N, R95W. If at all possible, we'd like to see the new 2+ acre lot include a 30-foot flag to the section line. If a flag is not possible, we will require a ingress/egress easement to be included on the face of the plat connecting the new lot to the section line.
- Floodplain
 - See appendix for the flood map image
- Streets
 - No comment
- Traffic
 - No comment
- Water
 - Plans to utilize a well, no comment
- Sanitary Sewer
 - Plans to utilize a private septic system, no comment
- Storm Sewer
 - Outside of City Limits, no comments

Buildings: Building fire suppression requirements by the City of Dickinson are no more stringent than the International Building Code. A building permit application will be required to follow the City of Dickinson Municipal Code. Plumbing inspections will be provided by the City of Dickinson. Electric inspections will be provided by the State of North Dakota.

Thank you once again for discussing this development concept with City of Dickinson staff and please do not hesitate to contact staff further:

Planning: 701.456.7812 / matthew.galibert@dickinsongov.com.

Community Development Administration: 701.456.7020 / sylvia.miller@dickinsongov.com

Upon submission to the City of Dickinson, it is assumed that the application is specific to only property owned and operated by Dawson Moore, or represented by Dawson Moore, and the individuals listed and underlined above. By submitting this application, the applicant is acknowledging that no significant changes have occurred since the application and background information has been submitted to the City of Dickinson. If significant changes have occurred since the date of this letter, the City of Dickinson recommendations and requirements will likely change. The City of Dickinson assumes no liability regarding financial loss if denial or withdrawal of any development applications results in negative impacts to capital investments or third-party financial agreements entered into by the applicant.

City GIS maps:

<https://cityofdickinson.maps.arcgis.com/home/index.html>

Municipal codes directory:

<https://www.dickinsongov.com/government/page/municipal-code>

Upcoming Planning & Zoning / City Commission meetings:

<https://www.dickinsongov.com/meetings>

Applications Portal:

<https://www.dickinsongov.com/government/page/application-portal>

Appendices:

A) Completed Application Requirements and Associated Fees. All applications must be complete and submitted by the first Friday of the month prior to the desired public hearing date.

Rezone Petition:

Public/Agricultural: \$250.00 fee per application
Residential: \$350.00 fee per application
Commercial/Industrial: \$750.00 fee per application

Required Documentation:

- Pre-Application Date / Response Letter
- Transmittal letter / narrative describing proposed operations/activities and reasons for the application.
- Title Opinion reflecting ownership by Applicant(s)
 - If applicant does not own the subject property, also include affidavit of interests / agent of owner statement indicating legal interest by the property owner.
- Map of area to be rezoned
- Legal description of area to be rezoned, including lots and blocks by district if multiple zoning district are requested
- Signed development agreement
- A list of property owners, addresses, and legal descriptions within 400-feet of the property (Right-of-Way Included)

Future Land Use Map Amendment: \$750 fee per application

Required Documentation:

- Pre-Application Date / Response Letter
- Transmittal letter / narrative describing proposed operations/activities and reasons for the application.
- Title Opinion reflecting ownership by Applicant(s)
 - If applicant does not own the subject property, also include affidavit of interests / agent of owner statement indicating legal interest by the property owner.

- Map of proposed amendment to Future Land Use Plan, drawn to scale, in digital form (.pdf)

Plat (check for additional major plat requirements): \$350.00

Required Documentation:

- Pre-Application Date / Response Letter
- Transmittal letter / narrative describing reason for the application.
- Title Opinion reflecting ownership by Applicant(s)
 - If applicant does not own the subject property, also include affidavit of interests / agent of owner statement indicating legal interest by the property owner.
- Proposed plat map satisfying the following criteria:
 - Name of the subdivision plat (if in City use "addition", if in ETZ use "subdivision").
 - Location of subdivision plat by section, township and range (to the quarter section).
 - Names and addresses of property owner(s) and registered land surveyor. d. Scale of 1" = 100' or less, shown graphically. e. Date.
 - North point indication (arrow or compass rose).
 - Basis of bearings, as derived from State Plane Coordinates.
 - Indication of both vertical datum and horizontal datum used for the plat.
 - Boundary line of subdivision plat based on an accurate traverse, with angular and linear dimensions.
 - Legal description of property being platted, including any section line right-of-way not previously deeded for subdivision plats within the ETZ.
 - Accurate locations of all monuments. One monument shall be placed at each corner and at each change of direction in the boundary line of the subdivision plat. In addition, one monument shall be noted/ placed at each block corner; at each point of deflection in the interior lot lines; and at the point of curvature and point of tangency of each curve in a street line on both sides of the street. Whether monuments are to be

noted or placed prior to recording the plat is based on the location of the subdivision plat.

- True angles and distances to the nearest official monuments. For subdivision plats adjacent to or within the current corporate limits, a tie to at least one official monument is required. For subdivision plats within the ETZ, ties to two official monuments are required. For purposes of this requirement, an official monument is an official government monument, such as a section corner or quarter section corner.
- Ties to a minimum of two accepted State Plane Coordinate monuments based on NAD 83 horizontal datum (adjusted 86), units of measurement international feet, ND south zone 3302.
- Elevations referenced to a durable benchmark described on the plat within its location to the nearest hundredth of a foot, with indication of datum used (NAVD88 required for areas with current floodplain information in that datum).
- Exact location, width and name of all rights-of-way within and adjoining the subdivision plat, and the exact location of all alleys and multi-use trails within the subdivision plat.
- Accurate outlines and legal descriptions of any areas (not including streets, alleys or public utility easements) to be dedicated or reserved for public use, with the purposes indicated; and of any areas to be reserved by deed covenant for common use of all property owners within the subdivision plat.
- All easements for rights-of-way provided for public services and public utilities.
- All lot numbers and block numbers and lot lines, with accurate dimensions in feet and hundredths.
- Square footage or acreage of land within the subdivision plat, each individual lot, each subplot created by ghost platting, and the total area in streets. If the subdivision plat crosses a quarter-section line, the acreage within each quarter section must also be noted.
- Radii, deltas and lengths of all curves based on arc definitions.

- Location and dimensions of non-access lines and access points within a continuous non-access line.
- 100-year floodplain and floodway elevations and topographic contours with a minimum contour interval of 2 feet for any portion of the subdivision plat within a designated floodplain, with indication of datum used (NAVD88 required for areas with current floodplain information in that datum).
- For any waterways or bodies of water within or adjacent to the subdivision plat, the present shoreline locations (relative to the meander line).
- Certification by the registered surveyor that the subdivision plat represents a survey made by him/her, or under the surveyor's direct supervision, and that the monuments shown thereon are accurate, all required monuments have been set, and that all dimensional and geodetic details are correct.
- Notarized certification by all owner(s) of the land of adoption of the subdivision plat and dedication of sewers, water distribution lines, streets, public areas and other improvements. If there are multiple owners, the specific lot(s) owned by each must be specified.
- All easements for stormwater management facilities shall be shown and dedicated.



MOORE ZONING MAP AMENDMENT REQUEST

To: City of Dickinson Board of Commissioners
 From: City of Dickinson Community Development Services
 Date: May 1, 2024
 Re: REZ-004-2024 Zoning Map Amendment

APPLICANT

Dawson Moore
 3983 Villard Street East
 Dickinson, ND, 58601
 Mooredawson040@gmail.com
 701 690-3727

APPLICANT'S REPRESENTATIVE

Andrew Schrank
 Highlands Engineering
 319 24th Street East
 Dickinson ND 58601
 Schrank@highlandseng.com
 701 483 2444

Public Hearing	May 8, 2024	Planning and Zoning Commission
Public Hearing	May 21, 2024	City Commission
Final Consideration	June 4, 2024	City Commission

To consider a zoning map amendment for an un-platted 2.11-acre property located in the southwest quarter (SW1/4) of Section 6, Township 139 North, Range 96W located within the City of Dickinson's ETZ. The subject property is generally located 220 feet north of Villard Street East and 1100 feet east of 35th Avenue East. The applicant seeks to plat approximately 2.11 acres to build a single-family residence. City of Dickinson water infrastructure exists at the intersection of Energy Drive and Villard Street East which is approximately 1100 feet west of the proposed single-family residence. City of Dickinson sanitary sewer infrastructure exists west of the intersection of Energy Drive and Villard Street East approximately 2150 feet or approximately 3250 feet west of the proposed single-family residence.

Staff Recommendation: Denial

A companion Future Land Use Map (FLUM) amendment request is also scheduled for public hearing at the May 8, 2024 Planning and Zoning Commission meeting (FLUM-003-2024).

A companion preliminary/final subdivision request is also scheduled for public hearing at the May 8, 2024 Planning and Zoning Commission meeting (FLP 010-2024).

Staff recommendation: Denial

CURRENT ZONING	AG
FUTURE LAND USE MAP DESIGNATION	INDUSTRIAL
GROSS SITE ACREAGE	+/- 2.11
LOTS PROPOSED	One

NEARBY ZONING & LAND USE		
Direction	Zoning	Land Use
North	AG	Undeveloped
East	AG;	Undeveloped
South	AG	Undeveloped
West	AG	Undeveloped

CONSISTENCY, COMPATIBILITY, AND RECOMMENDATIONS

Consistency with The Comprehensive Plan

The subject property, adjacent properties and properties in the immediate vicinity are designated on the Future Land Use Map (FLUM) of the City’s Comprehensive Plan as INDUSTRIAL. According to Table 4-21 referenced in Policy 1.3.2 of Chapter 4-Land Use of the Comprehensive Plan, the RR zoning district is not deemed to be consistent with the INDUSTRIAL FLUM designation.

Compatibility with Local Uses

A lumberyard operation is located immediately to the southwest of the subject property. A lumberyard operation is considered a construction sales and services use. Section 39.03.00 Commercial Use Types of the City's Zoning Ordinance describes construction sales and services uses as follows:

"Establishments or places of business primarily engaged in the retail or wholesale sale, from the premises, of materials used in the construction of buildings or other structures other than retail sale of paint, fixtures and hardware. This use type excludes those uses classified under Automotive and Equipment Services. Typical uses include building materials sales, or tool and equipment rental or sales."

As the lumberyard is located on a property zoned AG the operation is considered as a legal non-conforming use as a construction sale/service use is only allowed in the Community Commercial, General Commercial, Limited Industrial and General Industrial zoning districts (Article 39.04 of the City Zoning Ordinance).

Within one-half mile to the east of the subject property are two AG-zoned properties developed with single-family residential structures. As each of these properties is approximately two acres in area, neither one complies with the minimum lot size for AG zoning. The existence of these two properties does not establish an emerging residential development pattern along this portion of Villard Street East.

Staff Recommendation: The City Community Development Team staff recommends denial of REZ-004-2024.

Public Input: As of the date of this report, City staff has not received any public comments.

MOTIONS:

*****Denial*****

*"I move the City of Dickinson Planning and Zoning Commission recommend denial of **REZ-004-2024** as NOT being consistent with the City of Dickinson Comprehensive Plan and as NOT being compliant with the City of Dickinson Zoning Ordinance and also being contrary to 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. _____.

*****Approval*****

*"I move the Dickinson Planning and Zoning Commission recommend approval of **REZ-004-2024** as T being consistent with the City of Dickinson Comprehensive Plan and as being compliant with the City of Dickinson Zoning Ordinance and as being in the interest of the public health, safety and welfare."*

From: Jotform
To: [Sylvia Miller](#); [Sylvia Miller](#); [Steven Josephson](#); [Dustin D. Dassinger](#); [Leonard W. Schwindt](#); [Joshua Skluzacek](#); [Nicole Snyder](#); [Nicole Snyder](#)
Subject: Re: Unified Development Application
Date: Friday, April 5, 2024 3:38:50 PM
Attachments: [5881623070013921304_signature_23.png](#)
[City of Dickinson Pre-Application.pdf](#)
[231254_Deed.pdf](#)
[231254_Transmittal-REZONE_2024-04-05.pdf](#)
[231254_Flood_Map_2024-03-26.pdf](#)
[231254_Parcel_Map_2024-03-26.pdf](#)
[231254_Utility_Map_2024-03-26.pdf](#)
[231254_Zoning_Map_2024-03-26.pdf](#)
[231254_Owner_Signature_2024-04-04.pdf](#)
[5881623070013921304_signature_23.png](#)



Unified Development Application

Have you met with Planning Staff regarding your application? **Yes**

Please upload the letter or counseling form you received following your pre-application meeting: [City of Dickinson Pre-Application.pdf](#)

Type of Development **Rezoning - Zoning Map Amendment**

Name **Dawson Moore**

Company **n/a**

Applicant Email **mooredawson040@gmail.com**

Applicant Phone # **(701) 690-3727**

Applicant Representative (if applicable) **Andrew Schrank**

Applicant Representative Company **Highlands Engineering**

Applicant Representative Email **schrank@highlandseng.com**

Applicant Representative Phone # **(701) 483-2444**

Owner Name **Donald Gerber**

Owner Address 3983 Villard St E, Dickinson, ND, 58601

Owner Email mooredawson040@gmail.com

Owner Phone # (701) 690-3727

Is the owner present to Sign

Owner Signature Upload [231254_Owner Signature_2024-04-04.pdf](#)

Will this application require any other action to complete the development?

Metes and Bounds Description (ONLY REQUIRED FOR UNPLATTED SUBDIVISION LOTS)

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE1/4SW1/4) OF SECTION SIX (6), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-FIVE WEST (R95W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH.P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3099394 BEING A FOUND REBAR AND CAP LS-5771; THENCE N 00°28'44" E ALONG THE EAST LINE OF SAID TRACT, A DISTANCE OF 262.27 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 89°57'41" E PARALLEL TO THE SOUTH LINE OF SAID SECTION SIX (6), A DISTANCE OF 349.86 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 00°05'45" E, A DISTANCE OF 262.25 FEET TO A FOUND REBAR AND CAP LS-1225 AT THE NORTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3037698; THENCE N 89°57'50" W ALONG THE NORTH LINE OF SAID TRACT, A DISTANCE OF 352.49 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 2.11 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

	1/4 Section	Township	Range
Description	SW1/4 Section 6	T139N	R95W

Legal - Lot/Block/Addition

	Lot	Block	Addition
Description	1	1	Moore 1st Subdivision

Property Address / General Project Location 0.3 miles east of Energy Drive north of Villard Street E

Total Square Footage or Acreage of Subject Property 2.11 acres

Transmittal Letter (Explanation of Request & Proposed Operations) [231254_Transmittal-REZONE_2024-04-05.pdf](#)

Existing Zoning AG - Agriculture

Proposed Zoning RR - Rural Residential

Rezone Calc Multiplier 1

Overlay District Description n/a

Map of Area to be Rezoned [231254_Flood Map_2024-03-26.pdf](#)
[231254_Parcel Map_2024-03-26.pdf](#)
[231254_Utility Map_2024-03-26.pdf](#)
[231254_Zoning Map_2024-03-26.pdf](#)

Minor Platting Multiplier 0

Prelim Platting Multiplier 0

Major Platting Multiplier 0

Application Calc 350

Deed for Property [231254_Deed.pdf](#)

Application Fees **Applicable Fees 350.00 USD**

Total: \$350.00
Transaction ID: 26bkvtwc

Payer Information

First Name: Andrew
Last Name: Schrank
E-Mail: mooredawson040@gmail.com

Applicant Signature



Date

04-05-2024

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

MOORE 1ST SUBDIVISION

A PARCEL OF LAND LOCATED IN THE SE¹/₄SW¹/₄ SECTION SIX (6) T139N, R95W, OF THE 5TH PRINCIPAL MERIDIAN CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA

LEGAL DESCRIPTION

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE¹/₄SW¹/₄) OF SECTION SIX (6), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-FIVE WEST (R95W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH.P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3099394 BEING A FOUND REBAR AND CAP LS-5771; THENCE N 00°28'44" E ALONG THE EAST LINE OF SAID TRACT, A DISTANCE OF 262.27 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 89°57'41" E PARALLEL TO THE SOUTH LINE OF SAID SECTION SIX (6), A DISTANCE OF 349.86 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 00°05'45" E, A DISTANCE OF 262.25 FEET TO A FOUND REBAR AND CAP LS-1225 AT THE NORTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3037698; THENCE N 89°57'50" W ALONG THE NORTH LINE OF SAID TRACT, A DISTANCE OF 352.49 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 2.11 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

SURVEYOR'S CERTIFICATE

I, KC HOMISTON, REGISTERED PROFESSIONAL LAND SURVEYOR, LS-5466, FOR HIGHLANDS ENGINEERING AND SURVEYING, PLLC, RESIDING AT 319 24TH STREET EAST, DICKINSON, N.D., DO HEREBY CERTIFY THAT THE MOORE 1ST SUBDIVISION PLAT SHOWN HEREON IS A CORRECT REPRESENTATION OF THE SURVEY, THAT ALL DISTANCES ARE CORRECT, MONUMENTS ARE PLACED IN THE GROUND AS SHOWN, THAT THE OUTSIDE BOUNDARY LINES ARE CORRECTLY DESIGNATED ON THE PLAT AND WAS MADE BY ME, OR UNDER MY DIRECTION, AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME:

KC HOMISTON, LS-5466

STATE OF _____ }
COUNTY OF _____ } SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED KC HOMISTON, TO ME KNOWN TO BE THE SAME PERSONS DESCRIBED IN AND THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND SEVERALLY ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES: _____
RESIDING AT COUNTY OF _____, STATE OF _____

PROPRIETOR'S CERTIFICATE

I, DONALD L. GERBER, RESIDING AT 3983 EAST VILLARD STREET, DICKINSON, ND 58601, OWNER AND PROPRIETOR OF PROPERTY LYING IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE¹/₄SW¹/₄) OF SECTION SIX (6), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH, RANGE NINETY-FIVE WEST (95) OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.), STARK, NORTH DAKOTA, ON THIS PLAT SHOWN HEREON AND DESCRIBED IN THE SURVEYOR'S CERTIFICATE, DO HEREBY DECLARE THAT I HAVE CAUSED THE SAME TO BE SURVEYED AS SHOWN ON THE ACCOMPANYING PLAT, AND DO HEREBY DEDICATE ALL UTILITY EASEMENTS AND PUBLIC RIGHT OF WAY AS SHOWN TO PUBLIC USE FOREVER.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME:

BY: _____
DONALD L. GERBER

STATE OF _____ }
COUNTY OF _____ } SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED DONALD L. GERBER, TO ME KNOWN TO BE THE SAME PERSONS DESCRIBED IN AND THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND SEVERALLY ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES: _____
RESIDING AT COUNTY OF _____, STATE OF _____

CITY OF DICKINSON COMMISSION APPROVAL

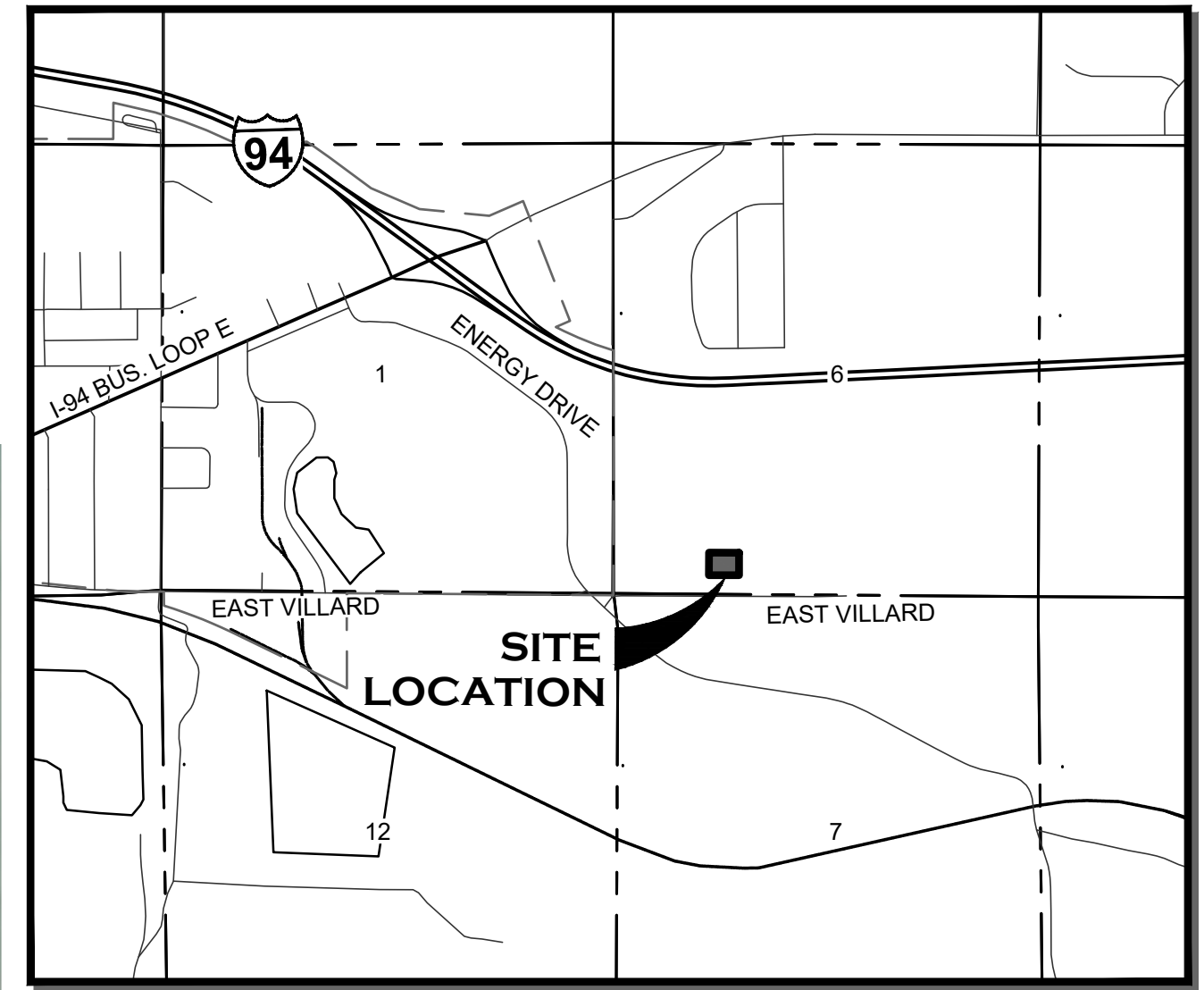
PRESIDENT DATE: _____

CITY ENGINEER APPROVAL

CITY ENGINEER DATE: _____

CITY PLANNING COMMISSION APPROVAL

SECRETARY DATE: _____



VICINITY MAP
1" = 2000'

LEGEND

- PROPERTY BOUNDARY
- - - - - EXISTING LOTS
- FOUND MONUMENT
- SET #5, 18-INCH REBAR & CAP STAMPED "HIGHLANDS LS-5466"
- - - - - SECTION LINE
- ⊕ RIGHT-TO-TRAVEL PER NDCC 24-07-03
- ⊕ SECTION CORNER
- x---x---x--- BUILDING SETBACK
- x---x---x--- EXISTING FENCE

STATE PLANE COORDINATES

NAD 83 (86), SOUTH ZONE
U.S. FOOT, GRID DISTANCE

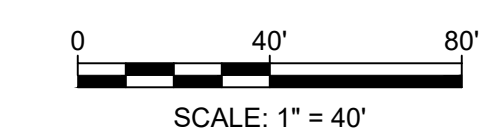
POINT	NORTHING (FT)	EASTING (FT)
(A)	448,940.16	1,411,762.24
(B)	448,791.22	1,416,753.93
(C)	449,109.41	1,413,231.00
(D)	449,119.90	1,412,878.73
(E)	450,272.99	1,412,922.00

NOTES

- THIS SUBDIVISION IS LOCATED OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOOD AREA AS SHOWN BY ZONE "X" OF FEMA FLOOD INSURANCE RATE MAP (FIRM) NUMBER 38089C0213F, PANEL 213 OF 850, WITH AN EFFECTIVE DATE OF NOVEMBER 4, 2010.

SURVEY NOTES

- DISTANCES SHOWN ARE MEASURED GROUND DISTANCES, INTERNATIONAL FOOT, DERIVED FROM A LOCAL COORDINATE SYSTEM.
- VERTICAL DATUM: NAVD 88
- DATE OF LATEST FIELD WORK: DECEMBER 28, 2023



HIGHLANDS ENGINEERING
319 24TH STREET EAST, DICKINSON, ND 58601
OFFICE: 701.483.2444 | WWW.HIGHLANDSENG.COM

PROJECT NUMBER: 231254	SCALE: 1"=40'
DRAWN BY: AJA	DATE: 04/03/24

MOORE 1ST SUBDIVISION

A PARCEL OF LAND LOCATED IN THE SE¹/₄SW¹/₄ SECTION SIX (6) T139N, R95W, OF THE 5TH PRINCIPAL MERIDIAN CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA

LEGAL DESCRIPTION

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE¹/₄SW¹/₄) OF SECTION SIX (6), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-FIVE WEST (R95W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH.P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3099394 BEING A FOUND REBAR AND CAP LS-5771; THENCE N 00°28'44" E ALONG THE EAST LINE OF SAID TRACT, A DISTANCE OF 262.27 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 89°57'41" E PARALLEL TO THE SOUTH LINE OF SAID SECTION SIX (6), A DISTANCE OF 349.86 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 00°05'45" E, A DISTANCE OF 262.25 FEET TO A FOUND REBAR AND CAP LS-1225 AT THE NORTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3037698; THENCE N 89°57'50" W ALONG THE NORTH LINE OF SAID TRACT, A DISTANCE OF 352.49 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 2.11 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

SURVEYOR'S CERTIFICATE

I, KC HOMISTON, REGISTERED PROFESSIONAL LAND SURVEYOR, LS-5466, FOR HIGHLANDS ENGINEERING AND SURVEYING, PLLC, RESIDING AT 319 24TH STREET EAST, DICKINSON, N.D., DO HEREBY CERTIFY THAT THE MOORE 1ST SUBDIVISION PLAT SHOWN HEREON IS A CORRECT REPRESENTATION OF THE SURVEY, THAT ALL DISTANCES ARE CORRECT, MONUMENTS ARE PLACED IN THE GROUND AS SHOWN, THAT THE OUTSIDE BOUNDARY LINES ARE CORRECTLY DESIGNATED ON THE PLAT AND WAS MADE BY ME, OR UNDER MY DIRECTION, AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME:

KC HOMISTON, LS-5466

STATE OF _____ }
COUNTY OF _____ } SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED KC HOMISTON, TO ME KNOWN TO BE THE SAME PERSONS DESCRIBED IN AND THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND SEVERALLY ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES: _____
RESIDING AT COUNTY OF _____, STATE OF _____

PROPRIETOR'S CERTIFICATE

I, DONALD L. GERBER, RESIDING AT 3983 EAST VILLARD STREET, DICKINSON, ND 58601, OWNER AND PROPRIETOR OF PROPERTY LYING IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE¹/₄SW¹/₄) OF SECTION SIX (6), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH, RANGE NINETY-FIVE WEST (95) OF THE FIFTH PRINCIPAL MERIDIAN (5TH P.M.), STARK, NORTH DAKOTA, ON THIS PLAT SHOWN HEREON AND DESCRIBED IN THE SURVEYOR'S CERTIFICATE, DO HEREBY DECLARE THAT I HAVE CAUSED THE SAME TO BE SURVEYED AS SHOWN ON THE ACCOMPANYING PLAT, AND DO HEREBY DEDICATE ALL UTILITY EASEMENTS AND PUBLIC RIGHT OF WAY AS SHOWN TO PUBLIC USE FOREVER.

IN WITNESS WHEREOF, I HAVE HEREUNTO SUBSCRIBED MY NAME:

BY: _____
DONALD L. GERBER

STATE OF _____ }
COUNTY OF _____ } SS

ON THIS _____ DAY OF _____, 20____, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, PERSONALLY APPEARED DONALD L. GERBER, TO ME KNOWN TO BE THE SAME PERSONS DESCRIBED IN AND THAT EXECUTED THE WITHIN AND FOREGOING INSTRUMENT AND SEVERALLY ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES: _____
RESIDING AT COUNTY OF _____, STATE OF _____

CITY OF DICKINSON COMMISSION APPROVAL

PRESIDENT DATE: _____

CITY ENGINEER APPROVAL

CITY ENGINEER DATE: _____

CITY PLANNING COMMISSION APPROVAL

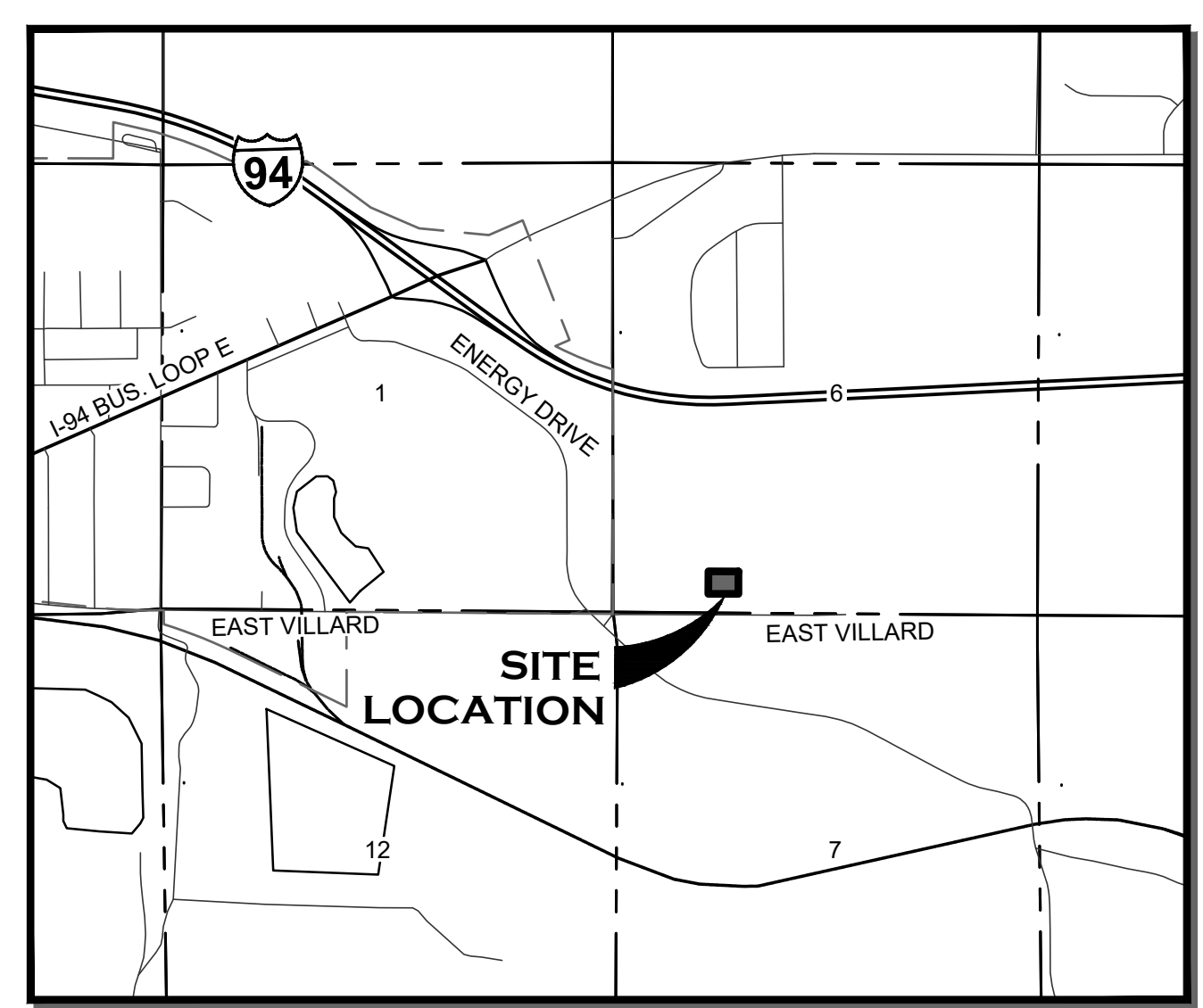
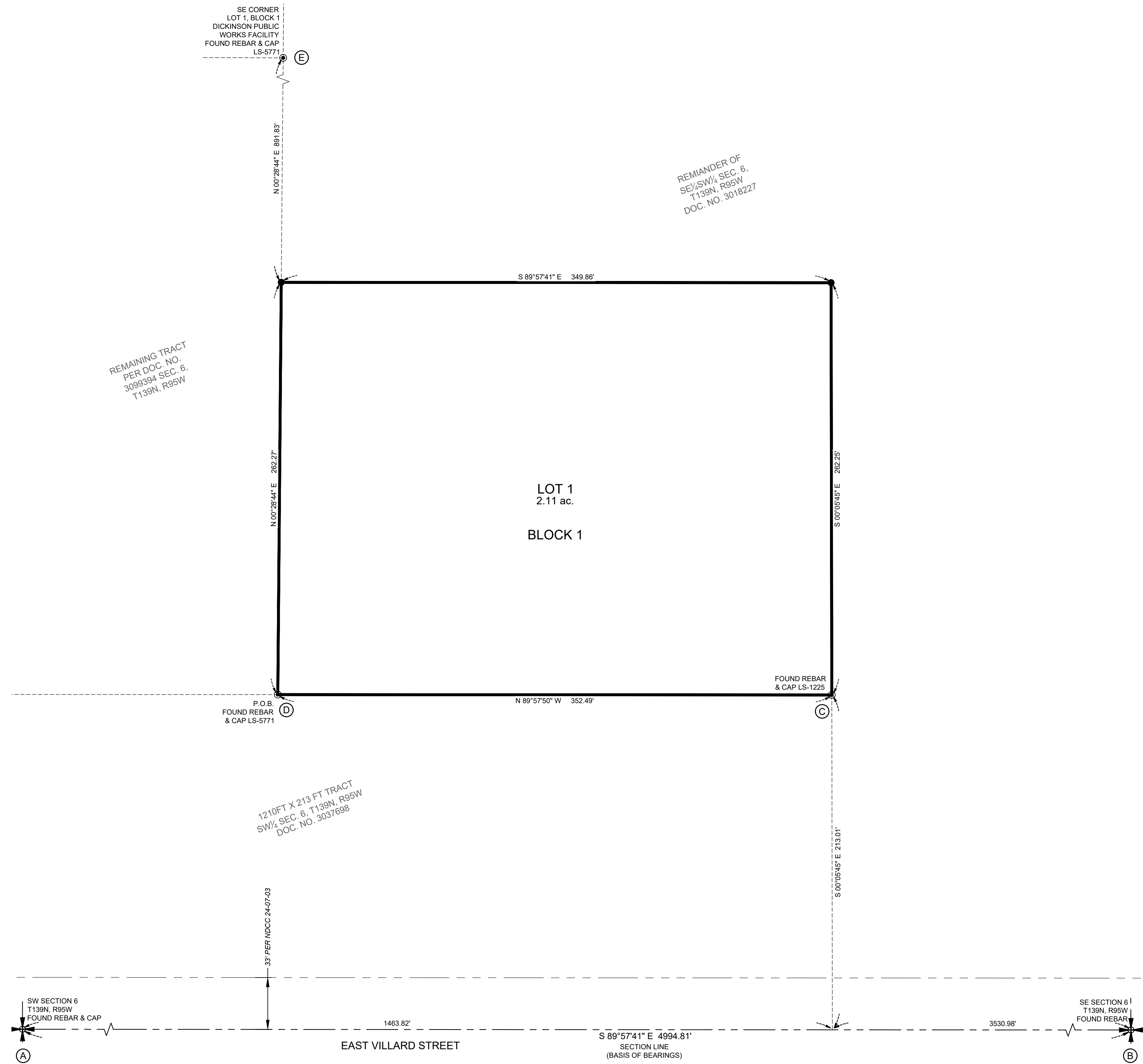
SECRETARY DATE: _____

SE CORNER
LOT 1, BLOCK 1
DICKINSON PUBLIC
WORKS FACILITY
FOUND REBAR & CAP
LS-5771

REMAINDER OF
SE¹/₄SW¹/₄ SEC. 6,
T139N, R95W
DOC. NO. 3018227

REMAINING TRACT
PER DOC. NO.
3099394 SEC. 6,
T139N, R95W

1210FT X 213 FT TRACT
SW¹/₄ SEC. 6, T139N, R95W
DOC. NO. 3037698



VICINITY MAP
1" = 2000'

LEGEND

- PROPERTY BOUNDARY
- - - - - EXISTING LOTS
- FOUND MONUMENT
- SET #5, 18-INCH REBAR & CAP STAMPED "HIGHLANDS LS-5466"
- - - - - SECTION LINE
- ⊕ RIGHT-TO-TRAVEL PER NDCC 24-07-03
- ⊕ SECTION CORNER

STATE PLANE COORDINATES
NAD 83 (86), SOUTH ZONE
U.S. FOOT, GRID DISTANCE

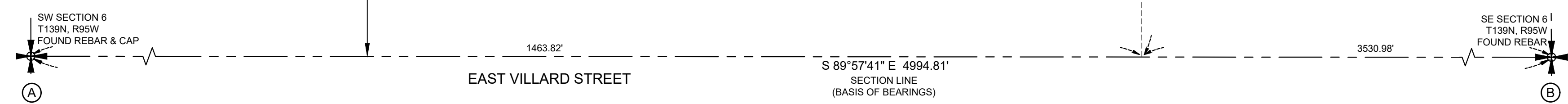
POINT	NORTHING (FT)	EASTING (FT)
(A)	448,940.16	1,411,762.24
(B)	448,791.22	1,416,753.93
(C)	449,109.41	1,413,231.00
(D)	449,119.90	1,412,878.73
(E)	450,272.99	1,412,922.00

NOTES

- THIS SUBDIVISION IS LOCATED OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOOD AREA AS SHOWN BY ZONE "X" OF FEMA FLOOD INSURANCE RATE MAP (FIRM) NUMBER 38089C0213F, PANEL 213 OF 850, WITH AN EFFECTIVE DATE OF NOVEMBER 4, 2010.

SURVEY NOTES

- DISTANCES SHOWN ARE MEASURED GROUND DISTANCES, INTERNATIONAL FOOT, DERIVED FROM A LOCAL COORDINATE SYSTEM.
- VERTICAL DATUM: NAVD 88
- DATE OF LATEST FIELD WORK: DECEMBER 28, 2023



HIGHLANDS ENGINEERING
319 24TH STREET EAST, DICKINSON, ND 58601
OFFICE: 701.483.2444 | WWW.HIGHLANDSENG.COM

PROJECT NUMBER: 231254	SCALE: 1"=40'
DRAWN BY: AJA	DATE: 04/03/24

INGRESS/EGRESS EASEMENT

THIS EASEMENT, made this _____ day of _____, 20____, between DONALD L. GERBER, whose post office address is 3983 East Villard Street, Dickinson, ND 58601, hereinafter referred to as "GRANTOR", and DAWSON MOORE, whose post office address is 4053 East Villard Street, Dickinson, ND 58601, hereinafter referred to as "GRANTEE".

WITNESSETH, That for valuable consideration received, GRANTOR does hereby grant unto GRANTEE in perpetuity, its and their respective successors and assigns, a non-exclusive fifty foot wide (50') easement and right-of-way to the existing roadway, to construct, reconstruct, maintain, repair, replace such roadway as the Grantee may from time to time require, consisting of but not limited to, grading, leveling, filling, draining, paving, building, maintaining, repairing, and rebuilding, in addition to spreading gravel and removing snow, upon, over, under, and across the following-described land:

See legal description on enclosed of Ingress/Egress Easement Exhibit for the benefit of Lot 1, Block 1, Moore 1st Subdivision, City of Dickinson, Stark County, North Dakota.

GRANTOR, its successors and assigns, hereby grants to Grantee, jointly and severally, its and their successors and assigns, the right of ingress and egress at all reasonable times over and across the lands of Grantor, to and from said strip of land for the purpose of exercising the rights herein granted and to place surface markers within said strip.

GRANTOR, its successors and assigns, agrees not to build, create or construct or permit to be built, created or constructed, any obstruction, building, engineering works or other structures upon, over or under the strip of land herein described or that would interfere with the herein stated uses, or Grantee's rights hereunder. GRANTOR agrees not to alter the existing grade within the easement without prior approval from GRANTEE.

GRANTEE agrees that the easement will be left in good repair so that there is no unreasonable damage and that any and all damages that may result to the crops, fences, and improvements on said premises caused by the construction and maintenance of said roadway will be paid for by GRANTEE if not able to be repaired to their existing condition. The damages, if not mutually agreed upon, may be determined by three disinterested persons, one to be selected by the responsible GRANTEE and one by GRANTOR; these two shall select a third person. The award determined by these three persons shall be final and conclusive.

ENCLOSURE: Ingress / Egress Easement Exhibit

IN WITNESS WHEREOF, GRANTOR has executed this easement as of the day and year first above written.

GRANTOR

By: Donald L. Gerber

Signature: _____

STATE OF _____)

) ss

COUNTY OF _____)

On this _____ day of _____, 20____, before me personally appeared Donald L. Gerber, who is the **GRANTOR** described herein, known to me, and who executed the within and foregoing document and acknowledged to me that such entity executed the same.

Signature: _____

_____, Notary Public

State of North Dakota

My Commission Expires: _____

GRANTEE

By: Dawson Moore_____

Signature:_____

STATE OF _____)

) ss

COUNTY OF _____)

On this _____ day of _____, 20____, before me personally appeared Dawson Moore_____, who is the **GRANTEE** described herein, known to me, and who executed the within and foregoing document and acknowledged to me that such entity executed the same.

Signature:_____

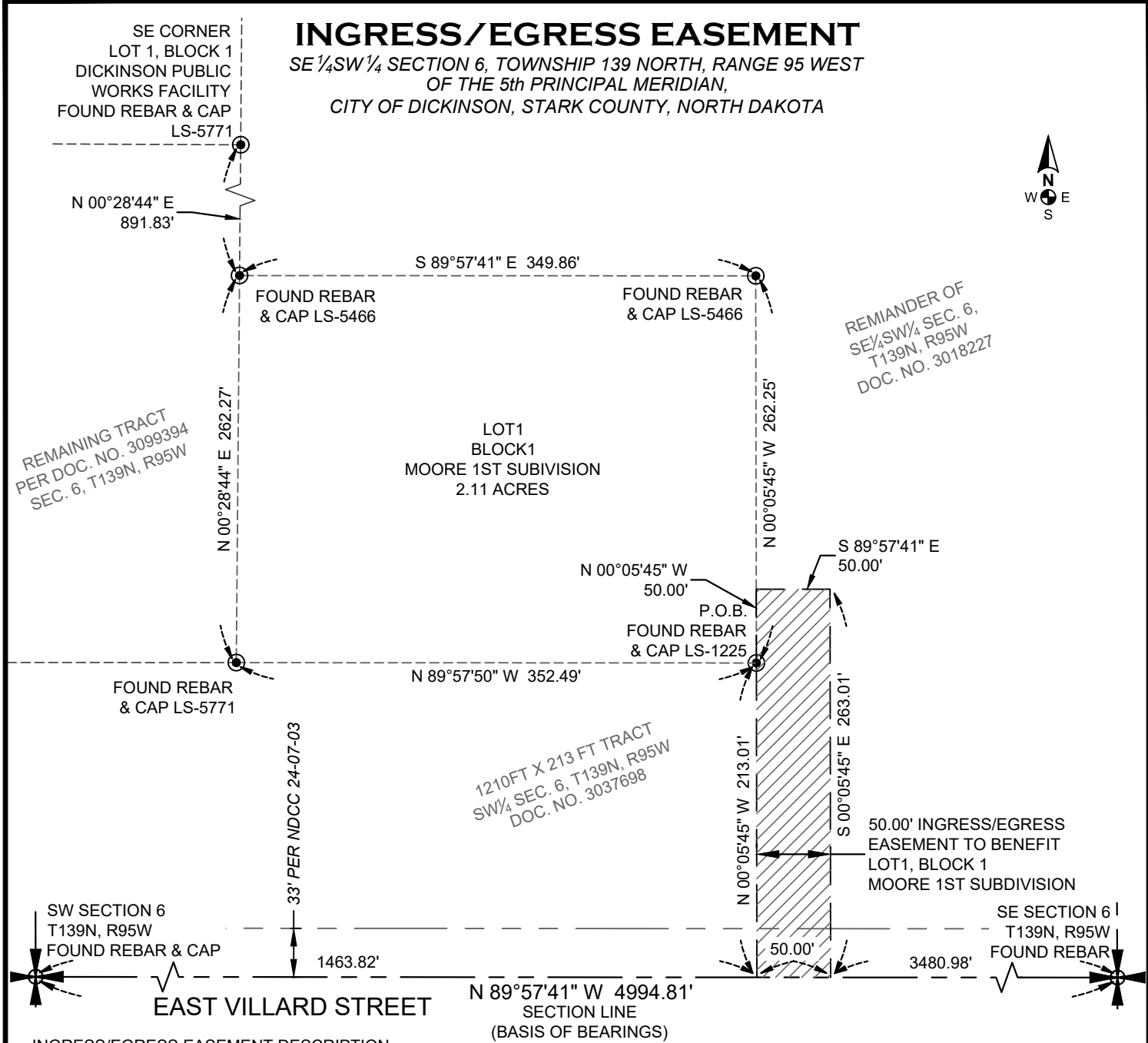
_____, Notary Public

State of North Dakota

My Commission Expires:_____

INGRESS/EGRESS EASEMENT

SE 1/4 SW 1/4 SECTION 6, TOWNSHIP 139 NORTH, RANGE 95 WEST
OF THE 5th PRINCIPAL MERIDIAN,
CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA



INGRESS/EGRESS EASEMENT DESCRIPTION

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE 1/4 SW 1/4) OF SECTION SIX (6), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-FIVE WEST (R95W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH.P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3037698 BEING A FOUND REBAR AND CAP LS-1225; THENCE N 00°05'45" W, A DISTANCE OF 50.00 FEET; THENCE S 89°57'41" E PARALLEL TO THE SOUTH LINE OF SAID SECTION SIX (6), A DISTANCE OF 50.00 FEET; THENCE S 00°05'45" E PARALLEL TO THE EAST LINE OF SAID TRACT, A DISTANCE OF 263.01 FEET TO A POINT ON THE SOUTH LINE OF SAID SECTION SIX (6); THENCE N 89°57'41" W ALONG SAID SOUTH LINE, A DISTANCE OF 50.00 FEET TO THE SOUTHEAST CORNER OF SAID TRACT; THENCE N 00°05'45" W ALONG SAID EAST LINE OF SAID TRACT, A DISTANCE OF 213.01 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 0.30 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

SURVEY NOTES

- DISTANCES SHOWN ARE MEASURED GROUND DISTANCES, INTERNATIONAL FOOT, DERIVED FROM A LOCAL COORDINATE SYSTEM.
- THE BASIS OF BEARINGS FOR THIS SURVEY IS SOUTH LINE OF THE OF SECTION SIX (6) WITH THE BEARING BEING N 89°57'41" W, THAT WAS LOCATED BY A GPS OBSERVATION FROM LAT: N46°51'42.38124" / LONG: W102°47'24.24987", BEARINGS ARE BASED ON TRUE NORTH AT THIS LOCATION.

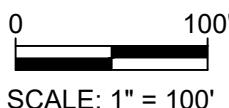
LEGEND

- EXISTING LOT LINE
- SECTION LINE
- EXISTING RIGHT-TO-TRAVEL LINE
- ////// PROPOSED EASEMENT
- ⊕ SECTION CORNER
- ⊙ FOUND PROPERTY CORNER
- P.O.B. POINT OF BEGINNING

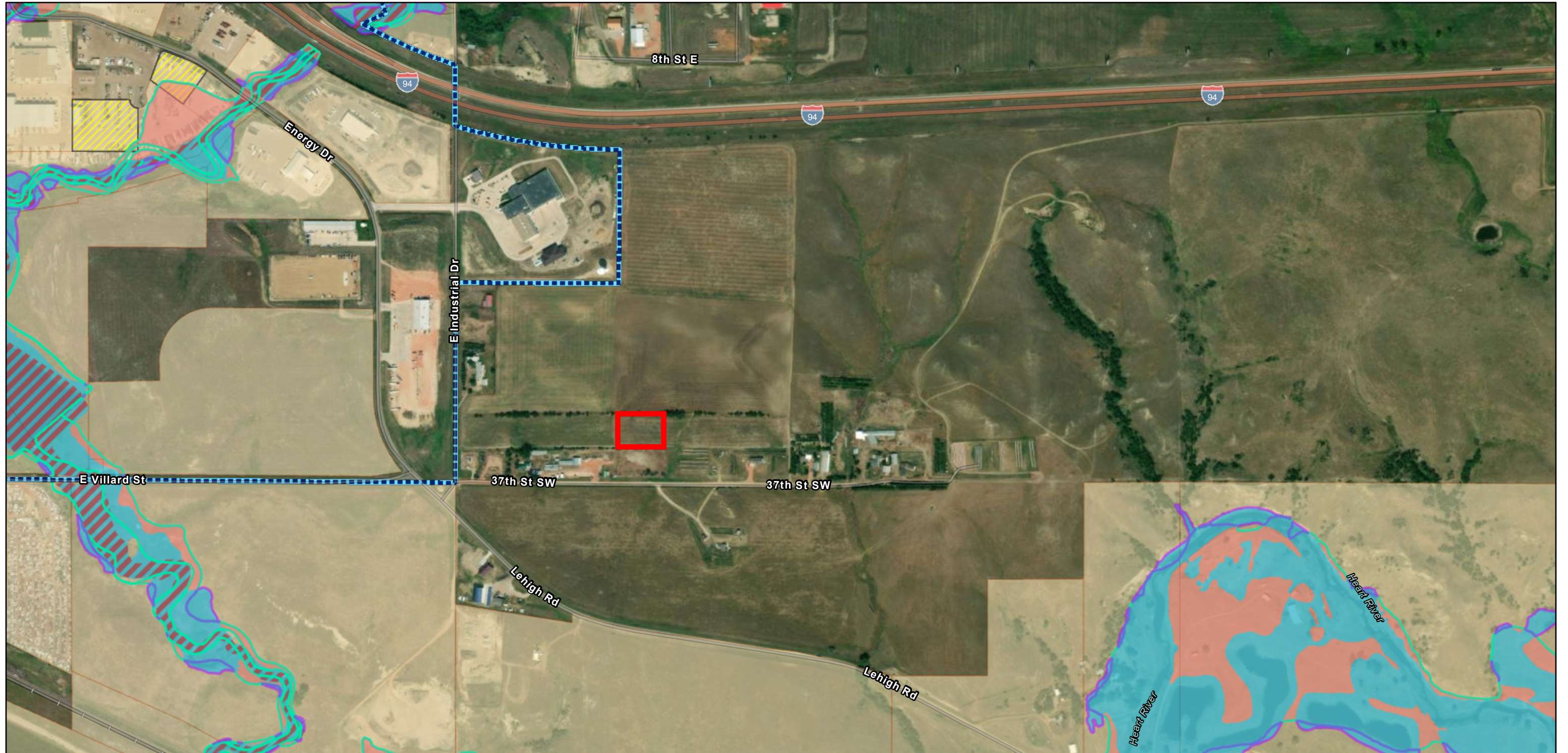
I, KC Homiston, Registered Professional Land Surveyor, LS-5466, do hereby certify that the survey plat shown hereon was made by me, or under my direction, and is true and correct to the the best of my knowledge and belief.

SURVEY REQUESTED BY: DAWSON MOORE	
PROJECT NUMBER: 231254	SCALE.: 1"=100'
DRAWN BY: AJA	DATE: 04/03/24
SHEET NUMBER: 1 of 1	

HIGHLANDS ENGINEERING
OFFICE: 701.483.2444
WWW.HIGHLANDSENG.COM



FEMA Flood Hazard Changes Map



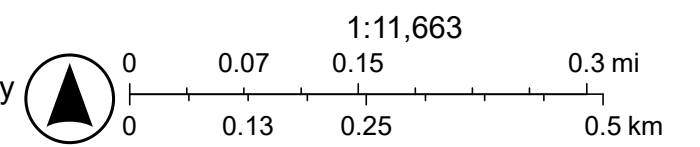
3/26/2024

- | | | |
|--------------------------------|--------------------------------------|-------------------------------------|
| Municipal Boundary | Increase | Intersected by SFHA Zones (A or AE) |
| Extra Territorial Boundary | Current SFHA Boundary | Intersected by SFHA Zones (A or AE) |
| North Dakota County Boundaries | FLOODWAY (AE) | World Imagery |
| SFHA Area Changes | Preliminary SFHA Boundary | Low Resolution 15m Imagery |
| Decrease | Non-Intersecting After Changes (141) | High Resolution 60cm Imagery |

High Resolution 30cm Imagery

Citations

2.4m Resolution Metadata



Esri Community Maps Contributors, State of North Dakota, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, Dickinson Engineering Department, Maxar



Transmittal Letter

To: Joshua Skluzacek – Community Development Director
City of Dickinson
38 1st Street West
Dickinson, ND 58601

From: Andrew Schrank, PE
Highlands Engineering
319 24th Street East
Dickinson, ND 58601
701.483.2444
schrank@highlandseng.com

Date: April 5, 2024

Re: Minor Plat Application – Moore 1st Subdivision

Message: Enclosed you will find the following Minor Plat application documents for the above referenced project being submitted for consideration at the May Planning and Zoning Meeting:

- Pre-submittal Meeting Letter
- Written Statement (included, below)
- Legal Description (included, below) of the Property
- Warranty Deed for the Property
- Current Preliminary Plat Drawing with Aerial Image Showing Current Site and Surrounding Land Uses and Buildings
- Minor Plat Drawing
- Subdivision Plat Closure Report
- Parcel Map for the Property from City's GIS Information
- Utility Map from City's GIS Information
- Flood Hazard Areas from City's GIS Information

Legal Description of Property

A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE1/4SW1/4) OF SECTION SIX (6), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-FIVE WEST (R95W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH.P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3099394 BEING A FOUND REBAR AND CAP LS-5771; THENCE N 00°28'44" E ALONG THE EAST LINE OF SAID TRACT, A DISTANCE OF 262.27 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 89°57'41" E PARALLEL TO THE SOUTH LINE OF SAID SECTION SIX (6), A DISTANCE OF 349.86 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 00°05'45" E, A DISTANCE OF 262.25 FEET TO A FOUND REBAR AND CAP LS-1225 AT THE NORTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3037698; THENCE N 89°57'50" W ALONG THE NORTH LINE OF SAID TRACT, A DISTANCE OF 352.49 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 2.11 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

Written Statement

This property located just outside the City's Corporate Limits is currently owned by Donald L. Gerber, and he would like to convey this ±2.11-acre parcel to his grandson, Dawson Moore, so that he can build his primary residence within this site. Approval of this plat will require a zone change to Rural Residential (RR) to allow for the proposed lot size.

This property does not directly abut existing public right-of-way. Access to this property is provided by an existing gravel driveway that connects from the SE corner of this property to Villard Street E. An access easement will be recorded along with this minor plat, if approved. A draft of this easement is submitted with this minor plat application.

The applicant does own additional surrounding land. Neighboring property owners have not been informed of this plan to date. This application has been prepared in accordance with local, state, and federal regulations to the best of our knowledge.

Your consideration of this request is greatly appreciated. Feel free to contact me for any additional information or questions regarding this submittal. Thank You!



Andrew Schrank, PE, CFM
Highlands Engineering

office 701 483 2444
fax 701 483 2610

email info@highlandseng.com
web www.highlandseng.com

Highlands Engineering & Surveying, PLLC
319 24th Street East | Dickinson, ND 58601

From: Jotform
To: [Sylvia Miller](#); [Sylvia Miller](#); [Steven Josephson](#); [Dustin D. Dassinger](#); [Leonard W. Schwindt](#); [Joshua Skluzacek](#); [Nicole Snyder](#); [Nicole Snyder](#)
Subject: Re: Unified Development Application
Date: Friday, April 5, 2024 3:48:32 PM
Attachments: [231254 Moore 1st Subdivision Plat 4-3-24.pdf](#)
[231254 Access Easement 2024-04-04.pdf](#)
[231254 Closure Report 2024-04-05.pdf](#)
[231254 Flood Map 2024-03-26.pdf](#)
[231254 Parcel Map 2024-03-26.pdf](#)
[231254 Transmittal-MINOR PLAT 2024-04-05.pdf](#)
[231254 Utility Map 2024-03-26.pdf](#)
[City of Dickinson Pre-Application.pdf](#)
[231254 Deed.pdf](#)
[231254 Owner Signature 2024-04-04.pdf](#)
[5881628120016069279_signature_23.png](#)



Unified Development Application

Have you met with Planning Staff regarding your application? **Yes**

Please upload the letter or counseling form you received following your pre-application meeting: [City of Dickinson Pre-Application.pdf](#)

Type of Development **Minor Subdivision Plat**

Is this a Replat **No**

Name Dawson Moore

Company n/a

Applicant Email mooredawson040@gmail.com

Applicant Phone # (701) 690-3727

Applicant Representative (if applicable) Andrew Schrank

Applicant Representative Company Highlands Engineering

Applicant Representative Email schrank@highlandseng.com

Applicant Representative Phone # (701) 483-2444

Owner Name: Donald Gerber
 Owner Address: 3983 Villard St E, Dickinson, ND, 58601, Dickinson, ND, 58601
 Owner Email: mooredawson040@gmail.com
 Owner Phone #: (701) 690-3727

Is the owner present to Sign:

Owner Signature Upload: [231254_Owner Signature_2024-04-04.pdf](#)

Will this application require any other action to complete the development?:

Metes and Bounds Description (ONLY REQUIRED FOR UNPLATTED SUBDIVISION LOTS): A PARCEL OF LAND LOCATED IN THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER (SE1/4SW1/4) OF SECTION SIX (6), TOWNSHIP ONE-HUNDRED THIRTY-NINE NORTH (T139N), RANGE NINETY-FIVE WEST (R95W) OF THE FIFTH PRINCIPAL MERIDIAN (5TH.P.M.), CITY OF DICKINSON, STARK COUNTY, NORTH DAKOTA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3099394 BEING A FOUND REBAR AND CAP LS-5771; THENCE N 00°28'44" E ALONG THE EAST LINE OF SAID TRACT, A DISTANCE OF 262.27 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 89°57'41" E PARALLEL TO THE SOUTH LINE OF SAID SECTION SIX (6), A DISTANCE OF 349.86 FEET TO A SET REBAR AND CAP LS-5466; THENCE S 00°05'45" E, A DISTANCE OF 262.25 FEET TO A FOUND REBAR AND CAP LS-1225 AT THE NORTHEAST CORNER OF A TRACT OF LAND AS RECORDED AT THE STARK COUNTY RECORDER'S OFFICE PER DOCUMENT NUMBER 3037698; THENCE N 89°57'50" W ALONG THE NORTH LINE OF SAID TRACT, A DISTANCE OF 352.49 FEET TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 2.11 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY PREVIOUS EASEMENTS, AGREEMENTS, CONVEYANCES AND SURVEYS.

	1/4 Section	Township	Range
Description	SW1/4 Section 6	T139N	R95W

Property Address / General Project Location: 0.3 miles east of Energy Drive north of Villard Street E

Total Square Footage or Acreage of Subject Property 2.11 acres

Rezone Calc Multiplier 0

Minor Platting Multiplier 1

Prelim Platting Multiplier 0

Major Platting Multiplier 0

Name of Plat Moore 1st Subdivision

Number Lots 1 to 10 Lots

Number of Block(s) 1
0 existing - 1 proposed

Application Calc 500

Required Documentation Upload [231254 Moore 1st Subdivision Plat 4-3-24.pdf](#)
[231254 Access Easement 2024-04-04.pdf](#)
[231254 Closure Report 2024-04-05.pdf](#)
[231254 Flood Map 2024-03-26.pdf](#)
[231254 Parcel Map 2024-03-26.pdf](#)
[231254 Transmittal-MINOR PLAT 2024-04-05.pdf](#)
[231254 Utility Map 2024-03-26.pdf](#)

Deed for Property [231254 Deed.pdf](#)

Application Fees Applicable Fees 500.00 USD
Total: \$500.00
Transaction ID: k8v3t9bw

Payer Information

First Name: Andrew
Last Name: Schrank
E-Mail mooredawson040@gmail.com

Applicant Signature



Date 04-05-2024

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



MOORE 1ST SUBDIVISION PLAT STAFF REPORT

To: City of Dickinson Planning & Zoning Commission
From: City of Dickinson Planning Department
Date: May 8, 2024
Re: **FLP-010-2024 Moore 1st Subdivision Minor Plat**

APPLICANT

Dawson Moore
3983 Villard Street East
Dickinson, ND, 58601
Mooredawson040@gmail.com
701 690-3727

APPLICANT'S REPRESENTATIVE

Andrew Schrank
Highlands Engineering
319 24th Street East
Dickinson ND 58601
Schrank@highlandseng.com
701 483 2444

Public Hearing	May 8, 2024	Planning and Zoning Commission
Final Consideration	May 21, 2024	City Commission

EXECUTIVE SUMMARY

Request

The applicant is requesting a preliminary final plat for the Moore 1st Subdivision Minor Plat 2.11-acre property located in the southwest quarter (SW1/4) of Section 6, Township 139 North, Range 96W located within the City of Dickinson's ETZ. The subject property is generally located 220 feet north of Villard Street East and 1100 feet east of 35th Avenue East.

Staff Recommendation: Denial

A companion Future Land Use Map (FLUM) amendment request is also scheduled for public hearing at the May 8, 2024 Planning and Zoning Commission meeting (FLUM-003-2024).

A companion map amendment request is also scheduled for public hearing at the May 8, 2024 Planning and Zoning meeting (REZ-004-2024).

CURRENT ZONING	AG
FUTURE LAND USE MAP DESIGNATION	INDUSTRIAL
GROSS SITE ACREAGE	+/-2.11
LOTS PROPOSED	One

NEARBY ZONING & LAND USE		
Direction	Zoning	Land Use
North	AG	Undeveloped
East	AG	Undeveloped
South	AG	Undeveloped
West	AG	Undeveloped

Background

The applicant wishes to purchase the property and to build a single-family residence. The property is located in the City's Extra Territorial Zone. The property is located outside of the City's Urban Service Area as depicted in Chapter 6-Infrastructure of the City's Comprehensive Plan.

Access to Villard Street East would be achieved through an access easement.

Potable water would be provided either by a potable well or by connection with the Southwest Water Authority.

Staff notes that City of Dickinson water infrastructure exists at the intersection of Energy Drive and Villard Street East approximately 1100 feet west of the proposed single-family residence. City of Dickinson sanitary sewer infrastructure exists west of the intersection of Energy Drive and Villard Street East approximately 2150 feet or approximately 3250 feet west of the proposed single-family residence.

Compliance with Zoning and Subdivision Regulations: In Section 34.030 of the Subdivision of Land chapter of the City's Municipal Code, a minor subdivision plat is defined as follows:

A subdivision, platted pursuant to NDCC §40-50.1, that meets all of the following criteria:

- a. Does not require the dedication of public rights-of-way or the construction of new public streets or public infrastructure;*
- b. Does not land-lock or otherwise impair convenient ingress and egress to or from the rear or side of the subject tract or any adjacent property;*
- c. Does not violate any local, state or federally-adopted law, ordinance, regulation, plan or policy.*
- d. Consists of four lots or less.*

Analysis

The applicant wishes to develop a residential lot in a portion of the City's ETZ that is designated on the Comprehensive Plan's Future Land Use Map (FLUM) as INDUSTRIAL. To gain approval for the proposed minor subdivision plat the applicant is requesting a FLUM amendment to RESIDENTIAL and a zoning map amendment to Rural Residential. Community Development staff does not support either the FLUM amendment or the zoning map amendment for the following reasons:

- It would create an area not consistent with the adjacent FLUM INDUSTRIAL designation;
- The property is immediately adjacent to a lumberyard. In Articles 39.02 and 39.04 of the City's zoning ordinance, a lumberyard, which is considered as a construction sale/service, is listed as a commercial use allowed only in commercial and industrial zoning districts; and
- It creates a residential island in an area without an emerging residential development pattern.

As the applicant is proposed to plat this property as a residential subdivision, staff does that support the proposed minor subdivision plat.

Staff Recommendation: City of Dickinson Community Development Services staff recommends denial of this request.

Public Input: As of the date of this report, City staff has not received any public comments.

MOTIONS:

*****Denial*****

*"I move the Dickinson Planning and Zoning Commission recommend Denial of **FLP-010-2024 Moore 1st Addition Subdivision** as NOT meeting all the requirements of the Dickinson Municipal Code and as being contrary to interest of the public health, safety and welfare."*

*****Approval*****

*"I move the City of Dickinson Planning and Zoning Commission recommend approval of **FLP-010-2024 Moore 1st Addition Subdivision** as meeting all the requirements of the Dickinson Municipal Code and also being in the interest of the public health, safety and welfare "*

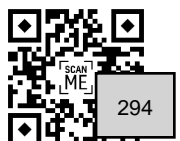
(AND) the following additional requirements (IF THE PLANNING AND ZONING COMMISSION RECOMMENDS ANY ADDITIONS AND/OR DELETIONS TO THE PROPOSED MOTION LANGUAGE):

1. _____;
2. _____.

- CHAPTER 39
- **ZONING TEXT AMENDMENT (ZTA-001-2024)** – To consider proposed amendments to Article 39.02 Definitions, Article 39.03 User Types, Article 39.04 Zoning District Regulations, and Article 39.06 Supplemental Use Regulations of the Dickinson Municipal Code regarding Group Living Facilities. Both the Planning and Zoning Commission and Community Development staff recommend approval. This is the first reading.

Steve

City/County Planner



Staff Report

To: *Planning and Zoning Commission*
From: *City of Dickinson Community Development Team*
Date: *May 8, 2024*
Re: **ZTA-001-2024 Group Living Facilities Zoning Code Text Amendment**

APPLICANT

Name: City of Dickinson Community Development
Address: 38 1st Street West
City: Dickinson ND 58601

Public Hearing	<i>May 8, 2024</i>	<i>Planning and Zoning Commission</i>
Public Hearing	<i>May 21, 2024</i>	<i>City Commission</i>
Final Consideration	<i>June 4, 2024</i>	<i>City Commission</i>

EXECUTIVE SUMMARY

City Development Services staff recommends approval of the proposed Group Living Facilities Zoning Code Text Amendment

CONTEXT

Background – *On March 21, 2023, the Dickinson City Commission directed Community Development staff to draft an amendment to the City’s Zoning Code addressing homeless shelters. Since that City Commission meeting Community Development staff have performed the following tasks to develop a group living facilities zoning ordinance amendment:*

- *Reviewed zoning ordinances within North Dakota and from other states;*
- *Met on several occasions with the Southwest Homeless Coalition, Inc. and the CHI CHNA Affordable Housing Workgroup;*
- *Provided presentations at the November 15, 2023 and April 10, 2024 Planning and Zoning Commission meetings; and*
- *Participated in a meeting on March 11, 2024, that included Community Development staff meeting that included Commissioners Baer and Odermann, City Administrator Dassinger, and Community Development staff; and*
- *Met with the City Development Review team on April 30, 2024.*

Analysis - *The primary features of the proposed amendments are as follow:*

- *A group living facility use is described as residential occupancy by a group of people who do not meet the definition of a family are found in Section 39.02.009. The group living use does not apply to the Group Care Facility and Group Home uses found in Section 39.03.005. Group Living uses include, but are not necessarily limited to, the following:*
 - *Family shelters;*
 - *Group facilities;*
 - *Unhoused facilities;*
 - *Supportive housing; and*
 - *Transitional housing.*
- *A group living facility would be allowed as a special use in the following zoning districts*
 - *High-Density Residential (R-3);*
 - *Mobile Home Residential (MH);*
 - *Limited Commercial (LC);*
 - *Community Commercial (CC);*
 - *Downtown Commercial (DC); and*
 - *General Commercial (GC).*
- *Special uses require a public hearing before the City Planning and Zoning Commission and final approval by the City Commission.*
- *As part of the Special Use Permit application process, an applicant would, at a minimum, provide the following:*
 - *A complete statement of the types of services to be provided, including a client case management plan as well as the provision of “wrap around” services;*
 - *Consent to a background investigation of the owner/operator of the facility;*
 - *A list of required licenses and/or certificates, if any;*
 - *A list of agencies expected to provide services at the facility;*
 - *The applicant's history of residency, employment, and business ownership for five years prior to the date of the application;*
 - *A copy of the facility's house rules and regulations;*
 - *A copy of the facility's on-site security plan;*
 - *A copy of the facility's on-site emergency management plan, to include contingencies for fire, tornado, and other natural disaster;*
 - *Any additional information deemed necessary by Development Services, the Planning and Zoning Commission, and/or the City Commissioner.*
- *The permit holder shall be required to conduct an annual compliance audit. The results of the compliance audit shall be made available to the Planning and Zoning Department.*

- *The permit holder shall appear annually before the Planning and Zoning Commission for special use permit renewal.*
- *The special use permit shall not be transferable.*
- *No Group Living use may be located within 300 feet of another Group Living use.*
- *All outdoor activity associated with the use shall be screened from public view and from the view of adjacent properties if located within 150 feet of a single-family residential zoning district*
- *Lighting shall be sufficient to provide illumination and clear visibility to all outdoor areas, with minimal shadows or light leaving the property. Lighting shall be stationary, directed away from adjacent properties and public rights-of-way, and of intensity compatible/comparable with the neighborhood.*
- *The permit holder shall be required to conduct an annual compliance audit. The results of the compliance audit shall be made available to the Planning and Zoning Department.*
- *The permit holder shall appear annually before the Planning and Zoning Commission for special use permit renewal.*
- *The special use permit shall not be transferable.*

Attachment A includes the proposed zoning ordinance text amendments.

- **PUBLIC INPUT**

As of the date of this report, City staff has not received any public comments.

- **STAFF FINDINGS-** *Staff finds the proposed Group Living Facilities text amendments consistent with the following objective of Chapter 7-Housing of the Dickinson 2035: Roadmap to the Future Comprehensive Plan:*

Objective 5: Support Southwest Homeless Coalition activities to create a homeless or transitional shelter.

Staff finds the proposed Group Living Facilities text amendments consistent with the following policy of Chapter 7-Housing of the Dickinson 2035: Roadmap to the Future Comprehensive Plan:

Policy 5.1 – Encourage the development of a homeless or transitional shelter assist the coalition in implementing the strategies contained in the coalition’s 10-year strategic plan

Staff finds the proposed Group Living Facilities text amendments consistent with the purpose of the City of Dickinson Zoning Ordinance as found in Section 39.01.003:

The purposes of the Zoning Ordinance of the City of Dickinson are to:

- a. Serve the public health, safety, and general welfare of the city and its jurisdiction.
- b. Classify property in a manner that reflects its suitability for specific uses.
- c. Provide for sound, attractive development within the city and its jurisdiction.
- d. Encourage compatibility of adjacent land uses.
- e. Protect environmentally sensitive areas.
- f. Further the objectives of the Comprehensive Development Plan of the City of Dickinson.

Based upon those finding, staff would recommend approval of this amendment.

• **Attachments:**

- A – Proposed Zoning Ordinance Text Amendments.

MOTIONS:

*****Approval*****

I move the City of Dickinson Planning and Zoning Commission recommend Approval of the proposed Group Living Facilities zoning text amendments as being compliant with the City of Dickinson Comprehensive Plan and consistent with Chapter 39 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 the proposed Group Living Facilities zoning text amendments as NOT as being compliant with either the City of Dickinson Comprehensive Plan and not being consistent with the Dickinson Municipal Code and being contrary to interest of the public health, safety and welfare.

ATTACHMENT A –PROPOSED GROUP LIVING FACILITIES ZONING CODE TEXT AMENDMENTS

ORDINANCE NO. 2024

AN ORDINANCE AMENDING AND RE-ENACTING SECTIONS 39.02.006, 39.02.009, 39.02.010, 39.02.022, 39.02.023, 39.02.024 OF ARTICLE 39.02, SECTION 39.03.005 OF ARTICLE 39.03, SECTION 39.04.005 OF ARTICLE 39.04, SECTION 39.06.004 OF ARTICLE 39.06, OF THE MUNICIPAL CODE OF THE CITY OF DICKINSON, NORTH DAKOTA, RELATING TO ZONING REGULATIONS FOR GROUP LIVING FACILITIES

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF DICKINSON, NORTH DAKOTA, AS FOLLOWS:

SECTION 1: Section 39.02.006 of Article 39.02 – Definitions of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.02.006 C

1. **Certificate of Occupancy:** An official certificate issued by the Building Official, Planning Director, or his/her designee, upon finding of conformance with the Unified Building Code, and upon receipt of a Certificate of Zoning Compliance.
2. **Certificate of Zoning Compliance:** An official certificate issued by the Building Official or his/her designee, which indicates that the proposed use of building or land complies with the provisions of the Zoning Ordinance.
3. **Change of Use:** The replacement of an existing use by a new use.
4. **Cluster:** A development design technique that concentrates buildings in specific areas on a site to allow remaining land to be used for recreation, common open space, or the preservation of historically or environmentally sensitive features.
5. **City:** The City of Dickinson, North Dakota.
6. **City Commission:** The City Commission of Dickinson, North Dakota.
7. **Collector Street:** A street connecting neighborhoods within the same communities, designed to carry traffic from local to arterial streets.
8. **Columbarium:** Any building or structure used or intended to be used for the interment of cremated human remains.
9. **Commercial Vehicles:** Shall mean trucks, tractor cab units, trailers, used in any way as part of any commercial application, endeavor or business.
10. **Common Area:** An area held, designed, and designated for common or cooperative use within a development.
11. **Common Development:** A development proposed and planned as one unified project not separated by a public street or alley.
12. **Common Open Space:** Land within or related to a development that is not individually owned or dedicated for public use, designed and generally intended for the common use of the residents of the development.
13. **Communications Tower:** A structure situated on a nonresidential site that is intended for transmitting or receiving television, radio, or telephone communications, excluding those used exclusively for dispatch communications.
14. **Compatibility:** The degree to which two or more different land use types are able to exist together in close proximity, with no one use having significant negative effects on any other use.

15. Compliance Audit. A systematic and independent examination of an organization's operations, processes, and procedures to determine whether they align with applicable laws, regulations, internal policies, and industry standards. This process helps identify areas of non-compliance, enabling corrective actions to be taken promptly.

1516. Comprehensive Plan: The duly adopted Comprehensive Development Plan of the City of Dickinson.

1617. Condominium: A real estate ownership arrangement that combines fee simple title to a specific unit and joint ownership in common elements shared with other unit owners. Types of units may include dwelling units, parking spaces, office spaces, or commercial spaces.

1718. Conservation Development: A development design technique that concentrates buildings in specific areas on a site to allow remaining land to be used for recreation, common open space, or the preservation of historically or environmentally sensitive features.

1819. Conservation Subdivision: Wholly or in majority, a residential subdivision that permits a reduction in lot area, setback, or other site development regulations, provided 1) there is no increase in the overall density permitted for a conventional subdivision in a given zoning district, and 2) the remaining land area is used for common space.

1920. Conventional Subdivision: A subdivision which literally meets all nominal standards of the City's zoning and subdivision ordinance for lot dimensions, setbacks, street frontage, and other site development regulations.

2021. County: Stark County, North Dakota.

2122. Court: An approved private right-of-way which provides access to residential properties and meets at least three of the following conditions:

- (a) Serves twelve or fewer housing units or platted lots.
- (b) Does not function as a local street because of its alignment, design, or location.
- (c) Is completely internal to a development.
- (d) Does not exceed 600 feet in length.

2223. Courtyard: An open, unoccupied space, bounded on two or more sides by the walls of the building. (Ord. No. 1171 § 1, Ord. No. 1610 § 1, Ord. No. 1728 § 2, Ord. No. 1742 § 1, Ord. No. 1754 § 1)

SECTION 2: Section 39.02.009 of Article 39.02 – Definitions of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.02.009 F

1. Family: One or more persons living together and sharing common living, sleeping, cooking, and eating facilities within an individual housing unit, no more than four of whom may be unrelated. The following persons shall be considered related for the purpose of this title:

- (a) Persons related by blood, marriage, or adoption;
- (b) Persons residing with a family for the purpose of adoption;
- (c) Not more than eight persons under 19 years of age, residing in a foster house licensed or approved by the State of North Dakota.
- (d) Not more than eight persons 19 years of age or older residing with a family for the purpose of receiving foster care licensed or approved by the State of North Dakota.
- (e) Person(s) living with a family at the direction of a court.

- 2. Family shelter: A single-family dwelling that shelters a family who are persons related by blood, marriage or adoption, or no more than four individuals occupying a dwelling unit who are committed to living together as a single housekeeping unit, in harmony with the surrounding neighborhood, responsible for maintaining a common household.
- 3. Federal: Pertaining to the Government of the United States of America.
- 34. Floor Area Ratio: The quotient of gross floor area divided by gross site area.
- 45. Frontage: The length of a property line of any one premises abutting and parallel to a public street, private way, or court. (Ord. No. 1171 § 1.)

SECTION 3: Section 39.02.010 of Article 39.02 – Definitions of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.02.010 G

- 1. Grade: The surface of the ground, court, lawn, yard, or sidewalks adjoining a building, with the established grade being one fixed by the city and which established grade shall also constitute the natural grade and the finished grade.
- 2. Gross Floor Area: The total enclosed area of all floors of a building, measured to the inside surfaces of the exterior walls. This definition excludes the areas of basements, elevator shafts, airspaces above atriums, and enclosed off-street parking and loading areas serving a principal use.
- 3. Ground Mounted Equipment: Any equipment that is affixed to the ground and extends above the natural grade.
- 4. Group facility. A type of facility that shelters multiple people who are currently unhoused or at imminent risk of becoming unhoused. Group facilities are supervised at all hours that the residents are present.
- 45. Guidelines or Wireless Facility Guidelines: Any procedure or description from the city engineer and the city planning director, which may be modified and amended from time to time, concerning wireless facility application process and siting requirements. Any such Wireless Facilities Guidelines shall be consistent with this article. (Ord. No. 1171 § 1; Ord. No. 1728 § 4)

SECTION 4: Section 39.02.022 of Article 39.02 – Definitions of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.02.022 S

- 1. Screening: The method by which a view of one site from another adjacent site is shielded, concealed, or hidden. Screening techniques include fences, walls, hedges, berms, or other features as may be permitted by the landscape provisions of this ordinance.
- 2. Setback: The distance, as required by the minimum setback(s) which establishes the horizontal component(s) of the building envelope.
- 3. Sign: A symbolic, visual device fixed upon a building, structure, or parcel of land, which is intended to convey information about a product, business, activity, place, person, institution, candidate, or political idea.
- 4. Site: The parcel of land to be developed or built upon. A site may encompass a single lot; or a group of lots developed as a common development under the special and overlay districts provisions of this ordinance.

5. Site or Premises: In the context of 39.06.012, means the area occupied by the wireless support structure, the wireless communications facility, accessory equipment, ground-mounted equipment, and the path of the wire or conduit connecting to an off-site network.

6. Site Plan: A plan, prepared to scale, showing accurately and with complete dimensioning, the boundaries of a site and the location of all buildings, structures, uses, and principal site development features proposed for a specific parcel of land; and any other information that may reasonably be requested by the City in order that an informed decision can be made on the associated request.

7. Special Permit Use: A use with operating and/or physical characteristics different from those of permitted uses in a given zoning district which may, nonetheless, be compatible with those uses under special conditions and with adequate public review. Special permit uses are allowed in a zoning district only at the discretion of and with the explicit permission of the City Commission, upon the recommendation of the Planning Commission.

8. State: The State of North Dakota.

9. Story: The portion of a building included between the surface of any floor and the surface of the next floor above it; if there is no floor above it, the space between such floor and the next ceiling above it. A half story under a sloped roof, the wall heights of which on at least two opposite, exterior walls are less than four feet.

10. Street: A right of way, dedicated to public use, which affords a primary means of access to the abutting property. This definition is intended to be inclusive of the term as defined in North Dakota statute.

11. Street, Intersecting and Principal: In regard to a site, the principal street shall be the street to which the majority of lots on a [block face](#) are oriented; the intersecting street shall be a street other than a principal street.

12. Street, Local: A street which is used primarily for access to the abutting properties.

13. Street, Major: A street carrying traffic between neighborhoods, connecting neighborhoods with major activity centers, or accommodating major through traffic. Major streets are designated as collectors, arterials, or expressways by the Comprehensive Development Plan.

14. Street Yard: The area of a lot or parcel which lies between any street property line and the fronting walls of any building or buildings on the parcel. The street yard follows all irregularities or indentations in the building, excluding minor irregularities such as porches or steps.

15. Structure: Any object constructed or built, the use of which requires location on the ground or attachment to something located on the ground. (Ord. No. 1171 § 1. Ord. No. 1728 § 10)

16. Supportive Housing:- These include, but are not limited to, a combination of subsidized permanent housing, intensive case management, medical and mental health care, substance abuse treatment, employment services, and benefits advocacy.

SECTION 5: Section 39.02.023 of Article 39.02 – Definitions of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.02.023 T

1. Townhouse: A dwelling unit having a common wall with or abutting one or more adjacent dwelling units in a townhouse structure, with its own front and rear access to the outside, and neither above nor below any other dwelling unit.

2. Townhouse Structure: A building formed by at least three contiguous townhouses with common or abutting walls. (Ord. No. 1171 § 1.)

3. Transient Resident:- Someone who temporarily resides for generally less than 30 days or seasonally for less than three months during any 12-month period.

4. Transitional Housing: A type of supportive housing used to facilitate the movement of people experiencing homelessness into permanent housing and independent living.

SECTION 6: Section 39.02.024 of Article 39.02 – Definitions of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.02.024 U

1. Unhoused Person. An individual who, or family which, lacks a fixed, regular and/or adequate nighttime residence.

2. Unhoused Facility: Emergency housing with minimal supportive services for unhoused persons that is intended for occupancy of three months or less in a given year by an unhoused person.

3. Use: The conduct of an activity, or the performance of a function or operation, on a site or in a building or facility.

24. Utilities: Installations, either above or below ground, necessary for the production, generation, transmission, delivery, collection, treatments, or storage of water, solid or fluid wastes, storm water, energy media, gas, electronic or electromagnetic signals, or other services which are precedent to development and use of land. (Ord. No. 1171 § 1.)

SECTION 7: Section 39.03.005 of Article 39.03 – Definitions of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.03.005 Civic Use Types

Civic use types include the performance of utility, educational, recreational, cultural, medical, protective, governmental, and other uses which are strongly vested with social importance.

a. Administration

Governmental offices providing administrative, clerical or public contact services that deal directly with the citizen, together with incidental storage and maintenance of necessary vehicles. Typical uses include federal, state, county, and city offices.

b. Cemetery

Land used or intended to be used for the burial of the dead and dedicated for cemetery purposes, including columbariums, crematoria, mausoleums and mortuaries when operated in conjunction with and within the boundary of such cemetery.

c. Clubs

Uses providing meeting, recreational, or social facilities for a private, non-profit or non-commercial association, primarily for use by members and guests.

d. College and University Facilities

An educational institution of higher learning which offers a course of study designed to culminate in the issuance of a degree certified by a generally recognized accrediting organization.

e. Convalescent Services

A use providing bed care and in-patient services for persons requiring regular medical attention but excluding a facility providing surgical or emergency medical services and excluding a facility providing care for alcoholism, drug addiction, mental disease, or communicable disease. Typical uses include nursing homes.

f. Cultural Services

A library, museum, or similar registered non-profit organizational use displaying, preserving and exhibiting objects of community and cultural interest in one or more of the arts and sciences.

g. Day Care Services (Family)

This Use Type includes all classifications of day care facilities, including but not limited to facilities licensed by the State of North Dakota, providing care for not more than nine (9) individuals. This term includes nursery schools, preschools, day care centers for children or adults, and similar uses but excludes public and private primary and secondary educational facilities.

h. Day Care Services (Group)

This Use Type includes all classifications of day care facilities, including facilities licensed by the State of North Dakota, providing care for ten (10) or more individuals. This term includes nursery schools, preschools, day care centers for children or adults, and similar uses but excludes public and private primary and secondary educational facilities.

i. Detention Facilities

A publicly operated or contracted use providing housing and care for individuals legally confined, designed to isolate those individuals from the community.

j. Emergency Residential Services

A facility or use of a building to provide a protective sanctuary for victims of crime or abuse, including emergency housing during crisis intervention for victims of rape, abuse, or physical beatings.

k. Group Care Facility

A facility licensed or approved by the State of North Dakota or other appropriate agency, which provides for the care and short or long-term, continuous multi-day occupancy of more than three unrelated persons who require and receive therapy or counseling on site as part of an organized and therapeutic ongoing program for any of the purposes listed below. Such facilities shall exclude those uses defined as group homes. Group Care Facilities include facilities which provide for the:

1. Adaptation to living with, or rehabilitation from, the handicaps of physical disability.
2. Adaptation to living with, or rehabilitation from, the handicaps of emotional or mental disorder; or of mental retardation if such facility has an overnight occupancy of more than eight persons.
3. Rehabilitation from the effects of drug or alcohol abuse.
4. Supervision while under a program alternative to imprisonment, including but not limited to pre-release, work-release, and probationary programs.

l. Group Home

A facility licensed by the State of North Dakota in which at least four but no more than eight persons, not including resident managers or house parents, who are unrelated by blood, marriage, or adoption reside while receiving therapy, training, or counseling for the purpose of adaptation to living with or rehabilitation from cerebral palsy, autism, or mental retardation.

m. Group Living

The residential occupancy by a group of people who do not meet the definition of a family are found in Section 39.02.009. The group living use does not apply to the Group Care Facility and Group Home uses found in Section 39.03.005. Group Living uses include, but are not necessarily limited to, the following:

1. Family shelters;
2. Group shelters;
3. Unhoused persons shelters;
4. Supportive housing; and
- 4.5. Transitional housing.

nn. Guidance Services

A use providing counseling, guidance, recuperative, or similar services to persons requiring rehabilitation assistance as a result of mental illness, alcoholism, detention, drug addiction, or similar condition on a daytime care basis.

no. Health Care

A facility providing medical, psychiatric, or surgical service for sick or injured persons exclusively on an out-patient basis including emergency treatment, diagnostic services, training, administration and services to out-patients, employees, or visitors.

op. Hospital

A facility providing medical, psychiatric, or surgical service for sick or injured persons primarily on an in-patient basis, including emergency treatment, diagnostic services, training, administration, and services to patients, employees, or visitors.

pq. Maintenance Facilities

A public facility supporting maintenance, repair, vehicular or equipment servicing, material storage, and similar activities including street or sewer yards, equipment service centers, and similar uses having characteristics of commercial services or contracting or industrial activities.

qr. Park and Recreation Services

Publicly-owned and operated parks, playgrounds, recreation facilities, and open spaces.

rs. Postal Facilities

Postal services, including post offices, bulk mail processing or sorting centers operated by the United States Postal Service.

st. Primary Educational Facilities

A public, private, or parochial school offering instruction at the elementary school level in the branches of learning study required to be taught in schools within the State of North Dakota.

tu. Public Assembly

Facilities owned and operated by a public agency or a charitable non-profit organization accommodating major public assembly for recreation, sports, amusement, or entertainment purposes. Typical uses include civic or community auditoriums, sports stadiums, convention facilities, fairgrounds, incidental sales, and exhibition facilities.

uv. Religious Assembly

A use located in a permanent building and providing regular organized religious worship and religious education incidental thereto (excluding private primary or private secondary educational facilities, community recreational facilities, day-care facilities, and incidental parking facilities). A property tax exemption obtained pursuant to Property Tax Code of the State of North Dakota shall constitute prima facie evidence of religious assembly use.

w. Safety Services

Facilities for conduct of public safety and emergency services including police and fire protection services and emergency medical and ambulance services.

x. Secondary Educational Facilities

A public, private, or parochial school offering instruction at the junior high or high school level in the branches of learning and study required to be taught in the schools of the State of North Dakota.

y. Utilities

Any above ground structures or facilities, other than lines, poles, and other incidental facilities, used for the production, generation, transmission, delivery, collection, or storage of water, sewage, electricity, delivery, collection, or storage of water, sewage, electricity, gas, oil, energy media, communications, electronic or electromagnetic signals, or other services which are precedent to development and/or use of land. Communication towers as defined in this code are considered a Miscellaneous Use Type and not a Utility Use Type. Ord. No. 1171 § 1. Ord. No. 1610 § 2)

SECTION 8: Section 39.04.005 of Article 39.05 – Definitions of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.04.005 Development Regulations

For each Zoning District: Purposes are set forth in Table 4-1, Permitted Uses are set forth in Table 4-2, and Site Development Regulations are presented in Table 4-3. Supplemental Regulations may affect specific land uses or development regulations in each zoning district. The applicable Supplemental Regulations are noted in Table 4-2. (Ord. No. 1171 § 1.)

Table 4-1 Purposes of Zoning District

Symbol	Title	Purpose
AG	Agricultural District	The AG District provides for and preserves the agricultural and rural use of land, while accommodating very low density residential development generally associated with agricultural uses. This district is designed to maintain complete agricultural uses within the Dickinson extra-territorial jurisdiction.
RR	Rural Residential	This district provides for the rural residential use of land, accommodating very low and low density residential environments. The district’s regulations assure that density is developed consistent with: land use policies of the Dickinson Comprehensive Plan regarding rural subdivision; levels of infrastructure; and environmentally sensitive development practices. The district also accommodates developments that merge urban living with rural life.

R-1	Low-Density Residential	This district is intended to provide for low-density residential neighborhoods, characterized by single-family dwellings on relatively large lots with supporting community facilities and urban services. Its regulations are intended to minimize traffic congestion and to assure that density is consistent with the carrying capacity of infrastructure.
R-2	Medium-Density Residential	This district is intended to provide for medium-density residential neighborhoods, characterized by single-family dwellings on small to moderately sized lots and low-density, multiple-family development. It adapts to both established and developing neighborhoods, as well as transitional areas between single-family and multi-family neighborhoods. Its regulations are intended to minimize traffic congestion and to assure that density is consistent with the carrying capacity of infrastructure.
R-3	High-Density Residential	This district is intended to provide locations primarily for multiple-family housing, with supporting and appropriate community facilities. It also permits some non-residential uses such as offices through a special permit procedure, to permit the development of mixed use neighborhoods.
MH	Mobile Home Residential	This district recognizes that mobile home development, properly planned, can provide important opportunities for affordable housing. It provides opportunities for mobile home development within planned parks or subdivision, along with the supporting services necessary to create quality residential neighborhoods.
LC	Limited Commercial	This district reserves appropriately located area for office development and a limited variety of low-impact commercial facilities which serve the needs of residents of surrounding residential communities. The commercial and office uses permitted are compatible with nearby residential areas. Development regulations are designed to ensure compatibility in size, scale, and landscaping with nearby residences.
CC	Community Commercial	This district is intended for commercial facilities which serve the needs of markets ranging from several neighborhoods to the overall region.

		While allowed commercial and office uses are generally compatible with nearby residential areas, traffic and operating characteristics may have more negative effects on residential neighborhoods than those permitted in the LC District. CC Districts are appropriate at major intersections, at the junction of several neighborhoods, or at substantial commercial sub-centers. Outdoor storage shall be limited and screened.
DC	Downtown Commercial District	This district is intended to provide appropriate development regulations for Downtown Dickinson. Mixed uses are permitted within the DC District and are encouraged in multi-story structures. The grouping of uses is designed to strengthen the town center’s role as a center for trade, service, and civic life.
GC	General Commercial	This district accommodates a variety of commercial uses, some of which have significant traffic or visual effect. These districts may include commercial uses which are oriented to services, including automotive services, rather than retail activities. These uses may create land use conflicts with adjacent residential areas, requiring provision of adequate buffering. This district is most appropriately located along major arterial streets or in areas that can be adequately buffered from residential districts.
LI	Limited Industrial	This district is intended to reserve sites appropriate for the location of industrial uses with relatively limited environmental effects. The district is designed to provide appropriate space and regulations to encourage good quality industrial development, while assuring that facilities are served with adequate parking and loading facilities.
GI	General Industrial	This district is intended to accommodate a wide variety of industrial uses, some of which may have significant external effects. These uses may have operating characteristics that create conflicts with lower-intensity surrounding land uses. The district provides the reservation of land for these activities and includes buffering requirements to reduce incompatibility.

P	Public	This district accommodates substantial public institutions or uses. It sets aside areas for conservation, public recreation, and full access public facilities.
----------	--------	---

ZONING DISTRICT REGULATIONS

Table 4-2 Permitted Uses by Zoning Districts

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Agricultural Uses														
Horticulture	P	P			S		P	P		P	P	P	P	39.06.002a
Crop Production	P	P											P	39.06.002a
Type I Animal Production	P	S												39.06.002c
Type II Animal Production	S													
Type III Animal Production	S													
Livestock Sales	S										S	S		
Residential Uses														
Single-Family Detached	P	P	P	P	P	P	S							
Single-Family Attached				P	P	P	S							39.06.003b
Duplex	P			P	P		S							
Townhouse	P			P	P		S		P					39.06.003c
Multiple Family				P	P		S		P					
Downtown Residential									P					39.06.003d
Mobile Home Park						S								39.06.003e
Mobile Home Subdivision						S								39.06.003f
Manufactured Housing Residential	P	P	P	P	P	P	S							
Retirement Residential	S		S	P	P		S		S					

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Home Occupations	S	S	S	S	S	S			S					39.06.008a
Accessory Structure	P	P	P	P	P	P	P	P	P	P	P	P	P	Note 8
Accessory Dwelling Units Commercial							P	P		P				Note: Subject to approval in accordance with Section 39.06.010 B
Accessory Dwelling Units Residential	P	P		P	P	P								Note: Subject to approval in accordance with Section 39.06.010 A
Civic Uses														
Cemetery	P	S	S	S									S	
Clubs	S	S	S	S	S	S	S	P	P	P				39.06.004a
College/ University													P	
Convalescent Services	S	S		S	S	S	P	P	P	P				
Cultural Services		S	S	S	P	P	P	P	P	P	P		P	
Day Care (Family)	P	P	P	P	P	P	P	P	P	P	S			39.03.005g
Day Care (Group)	S	S	S	S	P	S	P	P	P	P	S			39.03.005h
Detention Facilities	S								S	S	S		S	
Emergency Residential	P	P	P	P	P	P	P	P	P	S	S			
Golf Courses (Public)	S	S	S	S	S	S							P	
Government Offices							P	P	P	P	P		P	
Group Care Facility	S	S	S	S	P	S	P	P	P	P				36.06.004c
Group Home	P	P	P	P	P	P	P	P	P	P				36.06.004c

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
<u>Group Living Facility</u>					<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>				<u>36.06.004</u>
Guidance Services					P		P	P	P	P	P	P		
Hospitals					S		P	P	P	P	S		S	
Health Care	S	S			S		P	P	P	P	P	P	S	
Libraries (Public)							P	P	P	P			S	
Maintenance Facilities	S	S						S		P	P	P	S	
Park and Recreation	P	P	P	P	P	P	P	P	P	P	P	P	P	
Postal Facilities							P	P	P	P	P	P	P	
Primary Education	S	P	P	P	P	P	P	P	P	S			P	
Public Assembly							S	S	P	P			P	
Religious Assembly	P	P	P	P	P	P	P	P	P	P	S			
Columbarium Associated with Religious Assembly (Indoor/Outdoor)	S	S	S	S	S	S	S	S	S	S	S			
Safety Services	P	P	P	P	P	P	P	P	P	P	P	P	P	
Secondary Education													P	
Sports Facilities, Field, and Arenas (Public)													P	
Utilities	S	S	S	S	S	S	S	P	P	P	P	P	S	
Office Uses														
General Offices	S				S		P	P	P	P	P	P		
Financial Services					S		P	P	P	P	P	P		
Medical Offices					S		P	P	P	P	P	S		
Commercial Uses														
Ag Sales/Services	S							S		P	P	P		

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Auto Rental/Sales								S	S	P				39.06.005c
Auto Services							S	P	S	P	P	P		39.06.005a,b
Body Repair								S		P	P	P		39.06.005a
Equipment Rental/Sales										P	P	P		39.06.005c
Equipment Repair										P	P	P		39.06.005a
Veh. Storage (Short-Term)										P	P	P		
Bed and Breakfast	P	S		S	P		P	P	P	P				39.06.005d
Business Support Services							P	P	P	P	P	P		
Business/Trade School								P	P	P	P			
Campground	S					S				S				
Cocktail Lounge								P	P	P				
Commercial Recreation (Indoor)	S						S	P	P	P	P			
Commercial Recreation (Outdoor)	S								S	P	P	P	S	
Communication Service							P	P	P	P	P	P		
Construction Sale/Service								S		P	P	P		
Consumer Service							P	P	P	P	P			
Convenience Storage	S				S	S	S	S		S	P	P		39.06.005f
Crematorium										S	S	P		
Microbrewery pub and distillery								P	P	P				
Food Sales (Convenience)							S	P	P	P	P	P		
Food Sales (Limited)							P	P	P	P				
Food Sales (General)							S	P	P	P				
Funeral Service					S		P	P		P				

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Columbarium (Outdoor)					S		S	S		S				
Limited Retail Services							P	P	P	P				
Gaming Facility								S	S	P				
General Retail Services								P	P	P				
Kennels	P	S								S	P	P		
Laundry Services								S	S	P	P	P		
Liquor Sales		S					P	P	P	P				
Lodging								P	P	P	S			
Personal Improvement					S		P	P	P	P	P	P		
Personal Services					S		P	P	P	P	P	P		
Pet Day Care	P	S	S	S	S		P	P	P	P	P	P		39.03.0 19y
Pet Services	S						P	P	P	P				
Research Services							P	P	P	P	P	P		
Residential- Commercial							P	P	P	P				
Restaurants (Drive-In)							S	P	S	P	S	S		
Restaurants (General)	P						P	P	P	P	S	S		
Stables	P	S										S		
Surplus Sales	S								S	P	P			
Trade Services	S							P	S	P	P			
Vehicle Storage										S	P			
Veterinary Services	S	S					S	S	S	P	P			
Parking Uses														
Off-Street Parking			S	S	S		S	S	P	P	P	P		
Parking Structure								S	S	S	P			
Industrial Uses														

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Adult Entertainment Center											S	S		Ch.3
Custom Manufacturing								S	S	P	P	P		
Light Industry											P	P		
General Industry												P		
Heavy Industry												S		
Oil Wells	S											S		
Resource Extraction	S											S		
Salvage Services and Yards, Junk Yards												P		39.06.006a
Vehicle Storage (Long-term)											P	P		
Warehousing (Open)											P	P		
Warehousing (Closed)									S	P	P	P		
Construction Yards										S	P	P		
Recycling Collection								S		P	P	P		
Recycling Processing											P	P		
Grain Elevators												S		
Petroleum Storage/Sales	S											S		
Stockyards	S											S		
Toxic Gaseous Storage	S											S		Note 9
Dairy Plant										S	S	P		
Transportation Uses														
Aviation	P											P		
Railroad Facilities	S								S	S	P	P		
Truck Terminal										S	S	P		
Transportation Terminal	S							S	S	S	P	P		

Use Types	AG	RR	R-1	R-2	R-3	MH	LC	CC	DC (14)	GC	LI	GI	P	Add'l Reg.
Miscellaneous Uses														
Communications Tower	S	S	S	S	S	S		S	S		S	S		
Amateur Radio Tower	P	P	P	P	P	P	P	P	P	P	P	P		
Construction Batch Plant											S	P		
WECS	P	P	S	S	S	S	S	S	S	S	S	P		
Landfill (Inert)	S	S										S		
Landfill (Municipal, Industrial or Special Waste)	S												S	
Alternative Energy Production Devices	P	P	S	S	S	S		S	S		S	P		
Motorized Sports	S										S	S		Note 10

*Note: Provisions of Sections 39.06.008 through 39.06.009 apply to all use types

P = Uses Permitted by Right
 S = Uses Permitted by Special Permit
 Blank = Use Not Permitted

ZONING DISTRICT REGULATIONS

Table 4-3a Summary of Site Development Regulations

Regulator	AG	RR	R-1	R-2	R-3*
Minimum Lot Area (square feet)	5 acres	1 Acre (Note 1)*	7,500	7,000	7,000
Minimum Lot Width (feet)	300	100			
Single-Family Detached			60	50	50
Single-Family Attached			45	45	45
Other Residential			60	75 (Note 3)	75 (Note 3)
Site Area per Housing Unit (square feet)					
Single-Family Detached	5 Acres	1 Acre	7,500	7,000	7,000
Single-Family Attached				4,000	4,000

Duplex				10,000	10,000
Townhouse or multi-family up to 4 units				7,000 for the first unit and 3,000 thereafter (Note 6)	7,000 for the first unit and 3,000 thereafter
Each additional multi-family unit over 4 units					7,000 for the first unit, 3,000 for the next three units and 1,000 thereafter
Retirement Residential	(Note 10)		(Note 10)	(Note 10)	(Note 10)
Front Yard Arterial Streets	50	40	25	25	25
Other Streets	50	40	25	25	25
Street Side Yard	15	15	15	15	15
Interior Side Yard	15	15	6	6 (Note 2)	6 (Note 2)
Rear Yard	50	25	20	20 (Note 5)	20 (Note 5)
Maximum Height (feet)		40	40	SUP in excess of 65 feet	60
Maximum Building Coverage	NA	25%	40%	60%	70%
Maximum Impervious Coverage	NA	35%	50%	65%	75%
Floor Area Ratio	NA	NA	NA	NA	

- Notes Accompanying This Table Appear after Table 4-3c

ZONING DISTRICT REGULATIONS

Table 4-3b Summary of Site Development Regulations

Regulator	MH	LC*	CC*	DC	GC*
Minimum Lot Area (square feet)		5,000	12,000	None	12,000
Minimum Lot Width (feet)		50	100	NA	100
Site Area per Housing Unit (square feet)		Same as R-3	NA	500	NA
Minimum Yards (feet)					
Front Yard		20	20	0	20
Street Side Yard		20	10	0	10

Interior Side Yard		10	0	0	0
Rear Yard		20	0	0	0
Maximum Height (feet)		40	40	SUP in excess of 65 feet	60
Maximum Building Coverage		50%	60%	100%	70%
Maximum Impervious Coverage		70% (Note 10)	80%	100% (Note 10)	90%

*Uses in the R-3, LC, CC, GC, LI, and GI Districts are subject to landscape and screening provisions contained in Article 39.08

ZONING DISTRICT REGULATIONS

Table 4-3c Summary of Site Development Regulations

Regulator	LI*	GI*	P* (Note 15, Note 16)
Minimum Lot Area (square feet)	10,000	10,000	N/A
Minimum Lot Width (feet)	100	100	N/A
Site Area per Housing Unit (square feet)	N/A	N/A	N/A
Minimum Yards (feet)			
Front Yard	20	20	None except when abutting a residential zoning district; in which case the front yard setback to a building or parking area shall be the required setback of the abutting residential district
Street Side Yard	20	20	None except when abutting a residential zoning district; in which case the side yard setback to a building or parking area is 10 feet. The required side yard setback shall be increased by one-half foot for each foot that the structure exceeds 20 feet in height.
Interior Side Yard	10	10	None except when abutting a residential zoning district; in which case the side yard setback to a building or parking area is

			10 feet. The required side yard setback shall be increased by one-half foot for each foot that the structure exceeds 20 feet in height.
Rear Yard	20	20	None except when abutting a residential zoning district; in which case the rear yard setback to a building or parking area is 10 feet. The required rear yard setback shall be increased by one-half foot for each foot that the structure exceeds 20 feet in height.
Maximum Height (feet)	SUP in excess of 60 feet	SUP in excess of 60 feet	45 feet if abutting a zoning district with a maximum height of 45 feet or less. If the abutting zoning district allows buildings taller than 45 feet, the height of the abutting zone may be applied in the Public zoning district. If a setback of 100 feet can be provided the building height may be a maximum of 65 feet. Building heights greater than 65 feet require approval of a Special Use Permit.
Maximum Building Coverage	70%	85%	70%
Maximum Impervious Coverage	90%	100%	90%
Floor Area Ratio	1.0	2.0	

*Uses in the R-3, LC, CC, GC, LI, GI and P Districts are subject to landscape and screening provisions contained in Article 39.08

ZONING DISTRICT REGULATIONS
 Notes to Preceding Pages: Tables 4-2 and 4-3

Note 1:

Rural Residential development situated within one of the designated rural development areas of the Comprehensive Plan may occur on minimum lot sizes below 1.0 acres, if such development is approved by the City as a Conservation Subdivision, designed in conformance with the Comprehensive Plan, to ensure compatible installation of infrastructure and sanitary waste collection systems in the future.

Note 2:

Six feet for single-story construction, one foot for each 4 feet for any building over 24 feet in height. See Section 39.06.003 for supplemental regulations governing single-family attached and townhouse residential use types.

Note 3:

See Section 39.06.003 for supplemental regulations regarding modifications of lot width for townhouse residential use type.

Note 4:

Height limit for residential structures. 65 feet for other permitted uses.

Note 5:

Setback ten feet for single-story construction, five feet for each additional story.

Note 6:

The 3,000 square feet per townhouse unit applies for up to 10 units in townhouse developments in the R-2 district.

Note 7:

All allowable accessory buildings to a residence shall be limited to a maximum of one thousand two hundred feet (1,200) and for a maximum of three (3) detached structures for the first one acre or less. The total area of all accessory buildings may be increased by 250 square feet for each additional half (.5) acre of land area above one acre, but in no case shall the total exceed 30 percent lot coverage. Accessory buildings shall include the following: barns, stable, storage buildings, and detached personal vehicle garages.

Note 8:

Toxic Gaseous Storage: Storage facilities of toxic gaseous, materials, tanks/or bulk facilities shall not be built within (2) two miles of any residential subdivision or within (1) mile of any building for human occupancy generally, unless approved by a special use permit after a finding that storage will not pose a potential public health hazard.

Note 9:

- (1) Adequate direct road access to the site is provided with such access designed to minimize traffic congestion; and
- (2) Sufficient off-street parking areas are provided in conformance with Article 39.09, Table 9-1; and
- (3) The site is located at least one (1) mile from any residentially zoned area.

Note 10:

Density for Retirement Residential is 7,000 square feet for 4 units and 1,000 square feet for each additional unit.

Note 11:

Attached garages shall not exceed the total square footage and height of the residence.

Note 12:

Detached structures shall not exceed the height of fifteen (15) feet or the height of the primary residence, whichever is less, unless the detached structure is setback from the side and rear property line a minimum of two (2) horizontal feet for every one (1) foot in height exceeding the maximum height of the structure in residential districts.

Note 13:

Accessory structures larger than two hundred and fifty (250) square feet shall be constructed with similar materials of the primary residence or building in residential and commercial zoning districts.

Note 14:

Residential Use in multi-story structures in the DC zoning district, as well as family and group cares, emergency residential, group care, group home, religious assembly, and bed and breakfast uses will be located in the floor or floors above commercial uses.

Note 15:

In addition to the off street parking requirements in Article 39.09, parking and loading areas in the P zoning district abutting or directly across the street from a residential zoning district shall be set back the minimum front yard setback of the adjacent residential district.

Note 16:

All service, repair, processing or storage on property abutting or across the street from a residential zoning district shall be contained wholly within an enclosed building unless screened from residential zoning by a site-obstructing fence or wall. (Ord. No. 1171 § 1; Ord. No. 1205, § 1; Ord. 1225 § 2; Ord. 1235 § 1 & 2; Ord. 1244 § 3, Ord. 1423 § 4; Ord. 1437 § 4; Ord. 1475 § 1. Ord. 1604 § 3. Ord. No. 1610 § 3, Ord. No. 1643 § 1, Ord. No. 1650 § 3; Ord. No. 1706 § 3; Ord. No. 1707 § 3; Ord. 1727 § 3; Ord. 1742 § 4)

Section 9: Section 39.06.004 of Article 39.06 – Definitions of the City Code of the City of Dickinson is hereby amended and re-enacted as follows:

Section 39.06.004 Supplemental Use Regulations: Civic Uses**Clubs**

Clubs located adjacent to residential uses shall maintain a bufferyard of not less than twenty feet along the common boundary with such residential use.

Day Care

Day care facilities are permitted by Special Use permit in the GI General Industrial Zoning District only if incidental to a permitted primary use.

Group Care Facilities and Group Homes

1. Each group care facility or group home must be validly licensed by either the State of North Dakota or the appropriate governmental subdivision.
2. Group homes are permitted in the DC District only on levels above street level except that a facility specifically designed for occupancy by disabled residents may be developed at street level, subject to approval of a special permit by the City Commission with the recommendation of the Planning Commission.

Group Living Uses

These uses shall be allowed by Special Use Permit. As part of the special use permit request, the applicant shall submit the following additional information:

1. Information regarding the proposed group living facility operation, which includes, but is not necessarily limited to, the following:
 - a. A complete statement of the types of services to be provided, including a client case management plan as well as the provision of “wrap around” services;
 - b. Consent to a background investigation of the owner/operator of the facility;
 - c. A list of required licenses and/or certificates, if any;
 - d. A list of agencies expected to provide services at the facility;
 - e. The applicant’s history of residency, employment, and business ownership for five years prior to the date of the application;
 - f. A copy of the facility’s house rules and regulations;
 - g. A copy of the facility’s on-site security plan;
 - h. A copy of the facility’s on-site emergency management plan, to include contingencies for fire, tornado, and other natural disaster;
 - i. Any additional information deemed necessary by Development Services, the Planning and Zoning Commission, and/or the City Commissioner.
2. No Group Living use may be located within 300 feet of another Group Living use, measured by lot line to lot line, unless such location is otherwise reviewed and approved as a Special Use.
3. If located within 150 feet of a single-family residential zoning district, including overlay districts and/or planned unit developments, all outdoor activity shall be screened from public view and from the view of adjacent properties.
4. Lighting shall be sufficient to provide illumination and clear visibility to all outdoor areas, with minimal shadows or light leaving the property. Lighting shall be stationary, directed away from adjacent properties and public rights-of-way, and of intensity compatible/comparable with the neighborhood.
5. Any permit issued under this Section shall be non-transferrable as to the permit holder and/or the premises to be permitted. A permit holder may not relocate their operation using the same permit. A permit approved at a particular location may not be transferred to a new individual or business.
6. The permit holder shall conduct an annual compliance audit. The results of that annual compliance audit shall be made available to the Community Development Department.
7. The permit holder shall appear annually before the Planning and Zoning Commission for renewal of the permit. In addition to the annual compliance audit, the Community Development Department may require additional information or an annual site inspection prior to renewal.
8. Group living facilities shall comply with all applicable local, state and federal requirements.
9. Group living facilities shall comply with all applicable Uniform Building and Fire Codes, including maximum occupancy restrictions.

Primary and Secondary Educational and Religious Assembly Facilities

1. Each facility shall have a minimum lot area of one acre.
2. Buildings and parking shall have a minimum set back of 20 feet from property lines.
3. Proposed facilities shall conform to all State and federal requirements.

(Ord. No. 1171 § 1.)

Section 10: Repeal of Ordinances in Conflict. All Ordinances and parts of Ordinances in conflict herewith are hereby repealed.

Section 11: 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 12: 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: _____, 2024
 Second Reading: _____, 2024
 Final Passage: _____, 2024