



REGULAR MEETING OF THE CITY COMMISSION AGENDA

Tuesday, June 04, 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

ROLL CALL

OPENING CEREMONIES: PLEDGE OF ALLEGIANCE

1. ORDER OF BUSINESS: CONSIDERATION FOR APPROVAL

A. Resolution No: 28-2024

Ordinance No: 1799

2. CONSENT AGENDA

A. Approval of Meeting Minutes dated May 21, 2024 (Enc.)

Consideration to approve

B. Approval of Board of Equalization Meeting Minutes 2023 and 2024 (Enc.)

Consideration to approve

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

Consideration to approve

3. ADMINISTRATION / FINANCE

A. High Speed Rail Alliance (Enc.)

Presented by: President Decker

Consideration to approve

B. Tobacco License -Break Time - Main Avenue Dickinson ND LLC (Enc.)

Presented by: Deputy City Administrator Carlson

Consideration to approve

C. 2023 Audit Engagement Letter – Widmer Roel, PC (Enc.)

Presented by: Deputy City Administrator Carlson

Consideration to approve

D. Monthly Financial Report (Enc.)

Presented by: Deputy City Administrator Carlson

Consideration to approve

4. PUBLIC WORKS

5. PUBLIC SAFETY - FIRE

6. PUBLIC SAFETY - POLICE

7. COMMUNITY DEVELOPMENT

A. Chapter 39 Amendment - Group Living (Enc.)

Presented by: City/County Planner Josephson

Consideration to approve second reading and final passage of Ordinance No. 1798

B. 2024 Watermain and Lead Service Line Replacement Project Quality Control Testing Amendment to American Engineering Testing, Inc. (Enc.)

Presented by: Engineer and Community Development Director Skluzacek

Consideration to approve Contract

C. 2024 Watermain and Lead Service Line Replacement Project SRF Loan Resolution of Governing Body of Applicant (Enc.)

Presented by: Engineer and Community Development Director Skluzacek

Consideration to approve Resolution

D. Sims Street and Utility Improvements Project SRF Loan Resolution of Governing Body of Applicant (Enc.)

Presented by: Engineer and Community Development Director Skluzacek

Consideration to approve Resolution

E. East Broadway Dam Contract Amendment with Barr Engineering Co. (Enc.)

Presented by: Engineer and Community Development Director Skluzacek

Consideration to approve Contract Amendment

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

A. 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 June 4, 2024.

Teams Meeting: <https://tinyurl.com/CCM-06-04-2024-Teams>

Teams Meeting ID: 242 240 592 270 **Meeting Passcode:** yZWsaQ

Teams Phone #: 1-701-506-0320 **Phone Conference ID:** 100 623 277#

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 21, 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: None

1. PLEDGE OF ALLEGIANCE

Led by Mathew Brew Post #3 presented the flags.

President Scott Decker reminds the public that Memorial Day is coming this weekend and that the Commission and residents should recognize those individual's that made the ultimate sacrifice.

2. ORDER OF BUSINESS

MOTION BY: Jason Fridrich SECONDED BY: John Odermann
To approve the May 21, 2024 meeting as presented.

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

3. CONSENT AGENDA

MOTION BY: Robert Baer SECONDED BY: Suzi Sobolik

- A. Approval of Meeting Minutes dated May 7, 2024.**
- B. Approval of Accounts Payable, Commerce Bank and Checkbook**
- C. Senior Citizens Grants**
- D. SW Regional Grants**
- E. Monthly Financial Report**

Deputy City Administrator Linda Carlson states the monthly financial report is supposed to be provided to the government board monthly. A full quarterly report is what the City is going to be going to now.

President Scott Decker along with the other Commissioners would like to see the monthly financial report reported on each month and not under the consent agenda.

Ms. Carlson will present the April and May financial reports together in June.

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

4. ADMINISTRATION/FINANCE

A. On-Sale Beer Only – Master Fade Barber Shop

City Administrator Dustin Dassinger presents an On-Sale Beer Only liquor license for Master Fade Barber Shop. He states this barbershop is located at 30 7th Street West in the St. Joseph’s Plaza. He states staff did visit the site. City staff recommends approval.

MOTION BY: John Odermann
To approve the On-Sale Beer Only liquor license for Master Fade Barber Shop.
SECONDED BY: Suzi Sobolik

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

B. Historic Preservation Commission Appointment

Museum Director Robert Fuhrman presents for approval a nomination of Stefanie Aulner to the to the Dickinson Historic Preservation Commission. He states that one of the responsibilities is to maintain qualified historic preservation commission. He states Ms. Aulner does qualify to sit on the Historic Preservation Commission and has been preliminarily approved by the North Dakota State Historic Preservation Office for service on our Commission. Director Fuhrman gives a brief introduction of Stefanie Aulner. At this time the Dickinson Historic Preservation Commission is asking for approval of Ms. Aulner.

MOTION BY: Suzi Sobolik
To approve the appointment of Stefanie Aulner to the Historic Preservation Commission.
SECONDED BY: Robert Baer

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

C. Animal Control Supervisor Job Description

HR Director Shelly Nameniuk presents a job description for an Animal Control Supervisor. She states this is not a new position. This is just a change in the grade of the position. She states the City has updated the job description to include managing all administrative functions and budget. This position does require an Associates Degree. The position would be changed to a Grade 15 which would align more with a supervisory position.

Commissioners Jason Fridrich would like to see the marked-up job description prior to approval.

MOTION BY: Jason Fridrich
To approve Animal Control Supervisor Job Description.
SECONDED BY: Suzi Sobolik

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

D. HR Monthly Report

HR Director Shelly Nameniuk presents the monthly HR Report which includes open positions, positions in background checks and volunteer positions. Director Nameniuk also reviews the promotional position and hired positions.

Commissioner Robert Baer states last Thursday the League of Cities had a webinar in hiring youth. Commissioner Baer was wondering if after watching the webinar if there was a way that the City could offer positions to the youth.

Director Nameniuk states that the City does allow 16-year-old to work in the Museum and Library but the City has not gone to the age of 14 yet.

City Commission had asked for this slide to be presented in a larger format for public viewing.

5. PUBLIC WORKS

A. Change Order #1 for the Landfill Cell 3B5 Project

Public Works Director Aaron Praus presents a change order for the granular drainage layer materials that 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 city needs to purchase of 8,000 tons of wash sand and delivered to site from Fisher Industries for a cost of \$48,117.81.

MOTION BY: Jason Fridrich

SECONDED BY: John Odermann

To approve the change order #1 for the Landfill Cell 3B5 Project

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

6. PUBLIC SAFETY

A. Fire Department

Reports:

1. None

B. Police Department

1. None

7. COMMUNITY DEVELOPMENT SERVICES

A. Renaissance Zone 10 Year Extension

City/County Planner Steven Josephson presents a Renaissance Zone for a 10-year extension. He states the Legislatures changed the Century Code to allow cities to apply for a 10-year period for the Renaissance Zone. Planner Josephson states this went to the Planning and Zoning Commission for approval.

President Scott Decker asks if the City is looking at underutilized blocks.

Commissioner Jason Fridrich is concerned as if the City removes a block, it can never have that block come back in.

Planner Josephson states that he has not heard from anyone recently. He states the resolution will be sent to the State and the State will send a memorandum of agreement back to the city for the new term to start in July, 2024. This is only one zone but the state allows for non-continuous islands.

MOTION BY: Robert Baer
Adopt Resolution No. 25-2024.

SECONDED BY: Suzi Sobolik

RESOLUTION NO. 25 - 2024

A RESOLUTION APPROVING THE EXTENSION THE RENAISSANCE ZONE DEVELOPMENT PLAN

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

B. 2024 Sidewalk Program Bid Award

Engineer and Community Development Director Joshua Skluzacek presents a sidewalk bid opening which took place on May 17, 2024. He states that one bid was received. He states that this sidewalk program is on as a needed basis. There are no guarantees for the total amount of work for this bid. Director Skluzacek states that project will be utilized until funds are expended. There is \$100,000 to be used for sidewalk. This program is not associated with the new construction.

MOTION BY: Jason Fridrich
To approve the 2024 Sidewalk Program Bid Award.

SECONDED BY: John Odermann

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

C. Final Plat – Fisher East Side Third Addition

Engineer and Community Development Director Joshua Skluzacek presents a final plat for Fisher East Side Third Addition. This parcel is .65 acres and it is generally located at 15th Avenue East and Carol Street. He states these are two specific lots for residential development.

MOTION BY: Robert Baer
Adopt Resolution No. 26-2024.

SECONDED BY: John Odermann

RESOLUTION NO. 26 - 2024

A RESOLUTION APPROVING FINAL PLAT ENTITLED

**FISHER’S EAST SIDE THIRD ADDITION
STARK COUNTY, NORTH DAKOTA**

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

D. Final Plat – Sullivan First Subdivision

Engineer and Community Development Director Joshua Skluzacek presents a final plat for Sullivan First Subdivision which is .325 acres and generally south of 24h Street West. There are three separates lots for the three townhomes to be sold individually.

MOTION BY: Robert Baer
Adopt Resolution No. 27-2024.

SECONDED BY: Suzi Sobolik

**RESOLUTION NO. 27 - 2024
A RESOLUTION APPROVING FINAL PLAT ENTITLED
SULLIVAN FIRST SUBDIVISION
STARK COUNTY, NORTH DAKOTA**

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

Commissioner Jason Fridrich would like for the City to review the ordinance that only allows the resident to split the lot one time only. Commissioner Fridrich feels staff should be able to handle this instead of it coming to Planning and Zoning and City Commission.

Andrew Shrank from Highlands Engineering states he does agree the lots should be split more than one time but the City needs to be careful as to allowing this and then run into issues with the neighbors. The City should look into the Century Code for public input but it could be looked at being changed. This would then speed up the process and should take a lot of review time.

E. American Engineering Testing Services

Engineer and Community Development Director Joshua Skluzacek presents 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. 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.

MOTION BY: John Odermann
To approve the American Engineering Testing Services.

SECONDED BY: Suzi Sobolik

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

F. 2024 Watermain Project Task Order Amendment – Apex Engineering

Engineer and Community Development Director Joshua Skluzacek presents 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**. BEK Consulting has been awarded the construction contract of this project.

MOTION BY: Jason Fridrich
To approve the Apex Engineering Task Oder for 2024 Watermain Project.

SECONDED BY: Robert Baer

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

G. Engineering and Community Development Monthly Report.

Engineer and Community Development Director Joshua Skluzacek presents the monthly Engineering and Community Development report. Director Skluzacek states the Planner position for the city is still open. He states there were 21 pre application meetings for the month with 6 in April. He states the department is getting quite busy. He states fees and permits are up. Director Skluzacek reviews the projects that are already in progress and the ones still coming to fruition.

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

A. Status of Women in Dickinson and Stark County

Rebecca Ferderer provided a 2024 status of Women and Children in Dickinson and Stark County. She states data was collected and focused on Stark County and Dickinson. She states these are cold hard facts. She is hoping this information provided will be helpful to the city and the improvement of women and children. She states there is a large population of Hispanic and Latino women in Dickinson. She explains the earnings of men to women. Ms. Ferderer states that heart disease is the #1 leading cause of death in women. She provides this information for the City to use in their decision making.

B. Public Hearing – Chapter 29 Code Amendment

HR Director Shelly Nameniuk presents a Chapter 29 Code Amendment for a second reading. She states this change would allow the Administrator to authorize merit pay to the individuals whom have maxed out their positions. These individuals are not eligible for raises through the pay scale. There are no changes from the first reading of the ordinance.

President Scott Decker opens the public hearing at 5:09 p.m. Hearing no public comment, the hearing was closed at 5:10 p.m. and the following motion was made.

MOTION BY: Robert Baer
To approve second reading and final passage of Ordinance 1796 retro back to

SECONDED BY: Suzi Sobolik

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 5, Nay 0, Absent 0
Motion declared duly passed

C. Public Hearing – Rezoning Request – Southfork Acres

City/County Planner Steven Josephson presents a rezone request for 51 acres from Ag to RR. This area is in the ETZ zone which is outside of the urban service area. This was platted as two large lots for a few years. The applicant has now come back and wants to rezone the northern portion into 5 acre lots. This is the first reading and the second reading will come with the final plat at a later date.

Commissioner Robert Baer is concerned of the access to this property. Is there going to be adequate access to roadways in this area. To the East is agriculture and how do these individuals get out onto Highway 22.

Commissioner Jason Fridrich states there was an access easement to this property. There are two accesses to Highway 22. The City has worked through this project with good compromise

Highlands Engineering Andrew Shrank states as previously platted there was an 80’ right away that connects to the East and South and out to Highway 22. Conditions in the primarily plat are private easement to serve lots on the North side.

President Scott Decker opens the public hearing at 5:19 p.m. Hearing no comments, the public hearing was closed at 5:20 p.m. and the following motion was made.

MOTION BY: Suzi Sobolik
To approve first reading of Ordinance 1797.

SECONDED BY: Jason Fridrich

ORDINANCE NO. 1797

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

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

D. Public Hearing – Moore FLUM

City/County Planner Steven Josephson states the next three items are all related to the same piece of property. This is request to change the future land use map with a 2.11-acre piece of property. The applicant wants to purchase a 2.11 piece of property from a grandparent and place a house on it. The Planning and Zoning Commission and staff recommend denial. The major issue with this is that the whole quarter section on the future land use map shows this to be an industrial area. He states there is a lumber yard right next door to where they want to place the house. He states this lumber yard has been there for a great number of years. There is a residence on the lumbar yard but Mr. Josephson is not sure if someone lives there. Planner Josephson states industrial could be around residential but there are potential hazards and to protect the health, safety and welfare of the residential this is not feasible. He states the Comp Plan does show this area to be industrial.

Commissioner Jason Fridrich states that if they would sell and leave it 5 acres the city would have no issues with this FLUM, rezone, etc. Commissioner Fridrich states that since it is only a 2-acre lot and that close to the city limits the code does not allow for this to take place. He feels city staff does not feel it makes any sense.

Commissioner John Odermann states this property is stone's throw away from what the City has as potential residential development. Commissioner Odermann states if they want to live there why cannot the City allow this. If they want to live by an industrial space why does the City want to get in the way. They know the risks everything. He states the house is not going to make this any more dangerous.

Commissioners Jason Fridrich states the applicant was given a voice on the Comp Plan. If they want to leave this as a 5 acre then the City would not do anything with it. Now that they want to have a 2-acre lot and then it could be rezoned into 1 acre lots this is not what the code allows. Commissioner Fridrich states that they could build a house on 5 acres or more. The Code does allow for Ag to be 5 acres or more. If they would like to do an acre lot split there is nothing the City could do about it. But if they want to have a 2-acre lot it states in the City's code that this is not allowable. If this was approved it would be going against the City's code.

Engineer and Community Development Director Joshua Skluzacek states this begs a lot of concern for the residence. As this industrial use grows and develops the people in this area will be frustrated.

Commissioner John Odermann states the applicant knows there is industrial already in that area. He would hate for the City to get in the way from continuing a family farm as they cannot live on the space they grew up on. Because of the nature of the development that has gone around the farm.

Highlands Engineering Andrew Shrank states the main reason for a 2-acre lot is that the young gentleman states that 5 acres is a financial burden on him. His grandfather has been farming this land and giving up 5 acres, is not what the grandfather wants to do. The grandfather has done this in the past for other relatives was to give 2 acres. He questions

if the City is creating a larger issue by going to 5 acres. The bigger piece to work around if it goes industrial. This site is across from Energy Drive. This is along ways from seeing it to become industrial development.

President Scott Decker states this needs to be an ordinance change and this would go against the code at this time.

City/County Planner Steven Josephson states at this time the Comp Plan is being looked at and it is an opportunity to see about changing this area. The applicant was encouraged to visit with his neighbors and come in to the City for a change to the future land use map. Planner Josephson states the Comp Plan is part of the City and it was adopted in 2013.

President Scott Decker opens the public hearing at 5:41 p.m. Hearing no public comment, the public hearing was closed at 5:42.

Commissioner John Odermann asks if this was the City's code or a national code. Obviously, his grandfather said this was done in the past. He has sold 2 acre lots in the past, before the Comp plan.

Engineer and Community Development Director Joshua Skluzacek states there are a couple key attributes is that none of the properties were legally subdivided, they were sold off. The applicant was given several different options. The City has looked at the entire property and ultimate look at the future land use map and unfortunately, the applicant did not present any of those options to the City.

Commissioner John Odermann cautions the argument that they should have done this back in 2013 is not compelling to Commissioner Odermann as a lot of things have changed in the past.

City/County Planner Josephson states it is a professional judgment to say that this is where the pattern and the City would want to encourage industrial there.

Commissioner Jason Fridrich states the City has offered the applicant several options. He states the City cannot do this at this time. It would be setting as precedence. He states that this is very close to the City limits and if they City does not follow the code and Comp Plan then why is the City even doing a Comp Plan. The City should then take this case-by-case basis. The City has presented several options to get around this.

Commissioner John Odermann does not like the fact that the City does not have flexibility to say anything as the circumstances are right now. This is a family farm. He has a hard time since has been a farm and ranch kid himself and wrapping his head around the idea that the City is standing in the way of having a ranch kid being on the home place.

Commissioner Suzi Sobolik states if the City approves this portion, then there would be a RR in a 2-acre lot. The City is now weighing if they feel that the City should go away from industrial use and allow RR enough though our Comp Plan is industrial in this area. If this

was approved it would be a stand-alone island. She states it would be industrial right up into the property and that it is showing this is industrial area so switching the future land use map seems counter intuitive as to what is currently sitting out there.

MOTION BY: Suzi Sobolik
To deny the FLUM for Dawson Moore.

SECONDED BY: Jason Fridrich

DISPOSITION: Roll call vote...Aye 3, Nay 2 (Odermann and Baer), Absent 0
Motion declared duly passed

E. Public Hearing – Rezone Request – Moore

City/County Planner Steven Josephson states this rezone request would be from AG to RR. Staff and Planning and Zoning recommend denial of this request. RR is not compatible zoning district for the comp plan.

President Decker opens the public hearing at 6:01 p.m. Hearing no public comments, the hearing was closed at 6:02 p.m. and the following motion was made.

MOTION BY: Suzi Sobolik
To deny the Rezone Request for Dawson Moore.

SECONDED BY: Jason Fridrich

DISPOSITION: Roll call vote...Aye 3, Nay 2 (Odermann and Baer), Absent 0
Motion declared duly passed

F. Moore Minor Subdivision

City/County Planner Steven Josephson states this is a request for minor subdivision would be from AG to RR. Staff and Planning and Zoning recommend denial of this request RR is not compatible zoning district for the comp plan. This is non-compliant with the minimum zoning of 5-acre lot size subdivision.

President Scott Decker feels there is a better way to accommodate the applicant but right now the City is dealing with what they have before them. Hopefully the comp plan and future land use map will try and work this out.

Commissioners Jason Fridrich states the City is working on a 2050 plan and to make decisions on 2 more generations before us. The City has tried to work with them and give them options. It is always going to be a family farm. Changing the zoning there is not forward looking. If it was 3 miles out maybe a different story.

City Commissioner John Odermann states the City should not get in the way of someone who had the wherewithal in 3 or 4 generations out. He knows how personal this topic is to farm and ranch owners. The City should be going out in best in alignment with people in the ETZ that they planned out 2-3 generations of their own family. There is room for compromise with improvement here.

President Decker opens the public hearing at 6:10 p.m. Hearing no public comments, the hearing was closed at 6:11 p.m. and the following motion was made.

MOTION BY: Suzi Sobolik
To deny the Dawson Moore Minor Subdivision.

SECONDED BY: Jason Fridrich

DISPOSITION: Roll call vote...Aye 3, Nay 2 (Odermann and Baer), Absent 0
Motion declared duly passed

G. Public Hearing – Chapter 39 Amendment – Group Living

City/County Planner Steven Josephson presents a Chapter 39 Ordinance Amendment to allow the City to approve group living facilities, transitional housing, family shelters and group facilities. Planner Josephson did look at other cities in ND and in the nation. The staff has been working with different groups on this change. The applicants would have to come and make their case. This would require a public hearing by Planning and Zoning and the applicant would have to follow a number of qualifications. Planner Josephson states that safety and security would need to be addressed. If this is granted to the applicant, they would be required to do an annual compliance check. The special use permit would not be transferrable and other standards would need to be met. Planner Josephson states P&Z and staff recommend approval of this change.

President Scott Decker states this is not permitting any facility. This is only a text change to the ordinance. This change only adds to the zoning ordinance. President Decker states if anyone has any concerns, please contact staff to discuss.

Commissioner Jason Fridrich states there were a lot of questions, a few concerns and a lot of support for this change. This is the right first step to get it into the City’s ordinance. Commissioner Fridrich states he is sure everyone knows there are homeless being housed in Dickinson and now this would make it legal to where it is going to go and be enforced.

Commissioner John Odermann states CHI needs assessment health groups and trying to find ways for the homeless. They are the grant potential recipient and they would need this change in order to qualify for grant dollars. CHI does not have a site locked down but there are some options on the table. Commissioner Odermann states that he thinks Commissioner Robert Baer as the Executive Director of United Way has been identified as owner of the potential shelter and will be talking to neighbors.

President Scott Decker opens the public hearing at 6:25 p.m. Hearing no public comments, the hearing was closed at 6:26 p.m. and the following motion was made.

MOTION BY: John Odermann
To approve first reading of Ordinance 1798.

SECONDED BY: Robert Baer

ORDINANCE NO. 1798
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**

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

H. Public Comments not on Agenda

Resident Maureen Braaten advocates for Kimi Ho to be a library board member. Ms. Braaten states she supports Ms. Ho to be selected onto the library board again. Ms. Braaten states Ms. Ho has given a great deal of time to the library. She has brought up concerns of the books. She states Ms. Ho keeps an oversight of the library board.

Ms. Kimberly Ho whom is a library board member at this time shares her concerns with the City Commission. She revisits her time and appointment with the library board. She states on May 9th she was told that she would need to reapply for her position on the board. She does not understand how the library board members can vote her back onto the board. She visits in regards to the century code and the bylaws. She states that she is struggling with this and other libraries are different than Dickinson's library. She states that she found out that one of the board members had resigned and it was suggested that she fill this position. She is requesting the City Commission appoint her for the remaining 2 year that the person who resigned from.

President Scott Decker states appointments are made after the library board gives the City Commission suggestions of whom to appoint. He states Ms. Ho was selected for a one-year term and that she could have refused the one-year term. President Decker feels that Ms. Ho should move into the term that was left vacant.

Ms. Kim Ho states the original board was a 1 year, 2 year and 3-year term. She did accept the 1-year term. It wasn't until later that she realized that someone had resigned. She states that it doesn't make sense that people whom sit on the board with her can vote her in or out.

City Attorney Christina Wenko states it is appropriate procedure if a board would want to fill a term for the vacant seat. Ms. Wenko did not advocate for Ms. Ho. The board would have the discretion to move Ms. Ho to the vacant position. She states in the discussion Ms. Wenko was not advocating but giving the board the options. Ms. Wenko asks if the City is treating this board differently than other board appointments. This is the question that is being posed to City Staff. She states there are 6 members to fill a vacant spot. Normally the City would have to go out and beg people to sit on boards. In this situation the Commission has vested a lot of discretion to determine what names they are bringing forward for the Commission to approve. She states the City wants to be fair, transparent and equal across the board. Attorney Wenko does caution the Commission in making a decision without having discussed this with the library board and making this decision without the discussion.

Commissioner John Odermann states Ms. Ho is a very good board member and there is tension at times but she has always brought items forward in a respectful way. Commissioner Odermann states that he did rank Ms. Ho on the top of the candidates and he plans on supporting Ms. Ho for reappointment to the library board because of those things. He states the comments at the library board last week were on the understanding that we have to reappoint you. He states at this time there needs to be an appointment. It was at the beginning of the year the entire process would have had to take place.

City Attorney Christina Wenko states this is an open position and the City is taking citizen interest forms for review and then bring their recommendations to the Commission

Ms. Kim Ho states the resignation had taken place in April. She was not at the April meeting as she was sick. She states the board did not announce this resignation and it was held until May 15. To Ms. Ho the reason she is sharing this information with the Commissions is that it should be opened up to the community. She states if she would have known that this position was open, she would have told the community. She states when you limit the knowledge of who you give that information to it is not fair to the community. She wants to serve the community but feels she is being pushed out.

Commissioner Robert Baer does have a problem with the library and library board as he feels Ms. Ho is being left out of the loop. He feels this is intentional and he has had issues with the library board president. All boards do things differently and the City is not consistent. He does not know of any city board members that have to start over the process again.

Commissioner Jason Fridrich states that if someone's term is expiring, they are asked if they want to return. There are 5 other applicants that will scream conspiracy if they are not giving the 2 minutes in the spot light to sit on this board. It is going to cause issues. I sat on the library board prior to Commissioner Odermann and the meetings were 15-20 minutes long and the library board had to beg people to apply to be on the board. Commissioner Fridrich states Ms. Ho should complete the resigned position and the other two positions should be filled with the applicants.

Ms. Ho states there are 5 other applicants prior to her applying. She does like the new Library Director.

Commissioner John Odermann states if this was strategic the library director would not have said anything about Ms. Ho reapplying.

City Attorney Christina Wenko states it is the desire of Commissioners Odermann to relay the message to the library board. The procedure would be as usual.

Commissioners John Odermann will take this suggestion to the library board.

9. COMMISSION
No Comments.

ADJOURNMENT

MOTION BY: John Odermann

SECONDED BY: Suzi Sobolik

Adjournment of the meeting was at 7:25 P.M.

DISPOSITION: Roll call vote... Aye 5, Nay 0, Absent 0
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: June 4, 2024

BOARD OF EQUALIZATION
CITY OF DICKINSON, NORTH DAKOTA
APRIL 11, 2023

Pursuant to due call and notice, with notice of publication in the Dickinson Press, the Board of Equalization met in compliance with North Dakota State Law. The meeting was held on April 11, 2023 commencing at 4:30 pm, in City Hall located at 38 1st Street West.

1. CALL TO ORDER

President Scott Decker called the meeting to order at 4:30pm and directed that a copy of the published notice be included as part of the minutes.

2. PLEDGE OF ALLEGIANCE

ROLL CALL

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

Also Present: City Assessor Joe Hirschfeld, Deputy City Administrator Linda Carlson, City Administrator Dustin Dassinger and City Attorney Christina Wenko

3. City Assessor Mr. Hirschfeld reported the assessment roll has been completed.

4. ASSESSOR'S REPORT

Mr. Hirschfeld reports the Mill Levy Rates for the City of Dickinson in a slide show and compares Dickinson rates with other cities in North Dakota. Mr. Hirschfeld explains the property types as % of parcels, 68% are residential, 29% commercial and 3% exempt and explains the value that each property type provides to the city. President Decker calls for any questions. President Decker asks when looking at condos are they classified as residential? Mr. Hirschfeld states that condominiums are classified as both residential and commercial due to the form of ownership via shared lands. President Decker asks if empty lots in a subdivision are classified as residential or commercial? Mr. Hirschfeld replies that all vacant lots per North Dakota law are taxed as commercial, but the assessing department internally separates them by if they would be built as commercial or residential based on location. Mr. Fridrich asks how the assessing department determines the market value of a property? Mr. Hirschfeld states the assessing department determines Market Value through CAMAvision which is cost based and looks at age, quality of the building and materials that make up the property. It also takes into account the location of the property and the land values. Mr. Fridrich states according to TAXND.gov, market value is defined as "what real property would sell for in the current market".

Mr. Hirschfeld states we collect all the information from the sale and also look at all the sales that have occurred, that is how we set depreciation scales on what that property would likely sell for. But buyers' intentions and desirability could change the price higher or lower. We look at the ratio of assessed value to sale price and the median in the middle has to fall within our 90-100% range.

Mr. Fridrich asks if a current sale within a year could be assessed as more or less than what it sold for?

Mr. Hirschfeld states a lot of factors can go into that, such as the time of the sale, the last time the property was re-evaluated and if the property record card is correct.

Mr. Fridrich asks why wouldn't the current sale be enough to determine what the market value is since it sold for that price.

Mr. Hirschfeld states on that date, with a willing buyer and a willing seller both in being knowledgeable and acting in both their best interest. That would maybe be the best price on that date. We're required to review the entire years' worth of sales, not just a short time, or to trend sales in case of a changing economy.

Mr. Baer asks the difference in assessing duplexes, condos and fourplexes. Mr. Hirschfeld the State of ND states that a multi-family that is 3 units or more is considered residential, 4 units or more is considered commercial. President Decker asks whether condos are separately owned, separately titled parties. Mr. Hirschfeld states they share a common area. President Decker asks why every condo in the city went down in price in valuation as the rest of the homes went up in 6.5% Mr. Hirschfeld states all the condos received the same 6% or 10% to structure that every property received. Condos as a subset were in excess of the 100% limit. We re-evaluated condos and found inconsistency on how condos were assessed. In doing so that resulted in a decrease in their value. They are now down in-between the 90-100%, they're still slightly higher than everyone else but they are now in tolerance. President Decker asks for any other questions.

Mr. Odermann states you can have one house with an assessed value at \$450,000 but one down the street that isn't as nice can be on the market for \$500,000, can you put the \$450,000 house on the market and list it for \$550,000?

Mr. Hirschfeld states the market is not perfect. If we've been through both properties, the price should reflect the quality and condition of the house to get that separation. Unless there's other outside factors that come into play such as electrical lines or underground pipelines.

Mr. Fridrich asks about inspecting two similar houses, what is meant by differences of quality, and what would be an example? If you walk into one house that's the same plan as the other and one has Quartz countertops, that's a difference of \$3,000. How much does that affect the value and would you consider one much higher-grade cause of the Quartz countertops?

Mr. Hirschfeld states there's a lot of things that go into that such as the quality of materials. If the materials extend to all counter tops or just the one room. It can affect the quality grade, even if it's the same floor plan.

Mr. Fridrich asks if the appraisers are trained enough to know the difference in cost and quality of custom vs stock. Mr. Hirschfeld verifies that they are and the Vanguard system is a cost-based system. Mr. Fridrich asks if there's two houses with the same floor plan but different finishes and sell for the same price. Will one be assessed for a lower price? Mr. Hirschfeld states they're different quality houses so they won't have the same assessed value.

Present Decker states that's what the market says they are worth. Mr. Hirschfeld states the market changes over the 12-month period.

Mr. Hirschfeld reports the true and full values for the City of Dickinson for the year 2023. Commercial values are \$1,104,346,420. Unchanged from 2022. Residential values are \$1,733,954,700. Up from 1.6 billion last year. The total 2023 valuation of the city is \$2,838,301,120. Up from \$2,699,758,428 last year. New commercial construction had an increase of \$7,541,500, down from \$17,831,300 for 2022. Residential new construction increased to \$31,786,800 from \$2,457,800 due to some townhouses being split into condos taking them from commercial to residential. Total of new construction for 2023 is \$39,328,300. Taxable valuation is \$133,245,283, 5% increase from last year at \$127,012,209. Value of new construction is \$805,315 with no change of mills that would add additional value through property taxes. Commercial sales had a median ratio of 92%. Residential sales had a median ratio of 86.7% which resulted in the requirement to increase values 10% to structure or 6% overall value. After adjustments, Commercial is at 92.2% and Residential at 92.6%, making both in tolerance.

5. BOARD OF EQUALIZATION
6. DURING THE SESSION

President Decker proceeds to the phone call ins. Mr. Kennet is representing Walmart's home office. Mr. Kennet is asking for an appeal of the 2023 assessment of Walmart for the city of Dickinson. The assessment of the Walmart property is \$21,641,800 which is roughly \$97.20/sf. Mr. Kennet is requesting an altered assessment of \$18,800,000 or \$84.50/sf due to sales indication of value. Mr. Kennet has provided the commissioners a packet with an assessment of the Walmart's in North Dakota from Marshall & Swift. It includes the cost approaches and equity grades of other Walmart's in North Dakota. There was no difference in the land value according to the packet. The difference comes in according to improvements.

Mr. Kennet presents the property as a 17-year-old store, 13 years for numbers sake, adding in anything not accounted for base cost. Marshall & Swift is based on area code and they apply a multiplier to estimate what local costs differences would be. Depreciation value at 22% is \$18,740,000 in accordance with other factors of the property and like sales. Walmart's properties in 2023 had a range of \$55/sf- \$102/sf. Similar stores in size and age average at \$84/sf. A market value of \$18,800,000 to \$19,000,000 is more accurate to what this property would bring. President Decker asks why Williston was left out of the comparison? Mr. Kennet states that they are under petition as well for 2023, without knowing the result of that hearing, he didn't find it appropriate to include in the comparison. President Decker states Williston should've been included due to similar qualities.

Mr. Hirschfeld states the big difference with Marshall & Swift is that it tries to mimic the cost, but they struggle with local multipliers and depreciations due to the higher cost of Dickinson. Our recommendation is to leave the assessment as it is since Dickinson is doing a commercial re-evaluation for next year's values.

President Decker asks for any other questions. President Decker states the council's options are to take the proposal or adjust the value to what they see fit.

MOTION BY: Jason Fridrich

SECONDED BY: Dr. Robert Baer

With a full commercial revaluation coming up, to deny any changes.

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

Motion Declared, duly passed

President Decker asks for any members of the public to come forward if present. Daniel Duletski comes forward and presents a folder of information to the commissioners, including a summary of his property and concerns about the assessment process. Mr. Duletski highlighted that recently purchased homes have seen a massive rise in property values compared to those that haven't been sold. He presented 35 different properties in Dickinson that have changed ownership in 2020 and showed how some houses have received a 50% increase in home valuation since being sold. Duletski argued that homebuyers are un-uniformly assessed and taxed in comparison to homes that haven't been sold, leading to unbalanced taxation and non-uniform valuations. He requested the council to recognize that the assessment process does not render uniform taxation and that it unfairly targets homebuyers. The commissioners shared similar concerns and agreed that the city needs the staff to bring all properties to the correct home value. Mr. Hirschfeld explained that due to state law, any reductions in property value only last one year. Mr. Baer voiced concern about potential higher assessments for new citizens. The council discussed Mr. Duletski's request for a reduced home value. Mr. Hirschfeld noted the assessing department's progress in reassessing the city and the importance of correcting older neighborhoods' property records. The council ultimately decided to grant Mr. Duletski a 6.5% increase off the value granted last year or adjust it based on the sales price listed.

MOTION BY: Jason Fridrich

SECONDED BY: Suzi Sobolik

Adjust valuation of Mr. Duletski's property at 1300 West High Street with an assessed value of \$675,900 to \$660,300.

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

Motion declared duly passed

7. ADDING PROPERTY TO THE ASSESSMENT LIST

Mr. Hirschfeld states we do not have any properties that need to be added.

8. No reduction will happen after session of Board per ND Century Code (NDCC 57-11-06)

9. REAL ESTATE PROPERTY TAX EXEMPTIONS

Mr. Hirschfeld confirms the LIST OF 2023 Real Estate Property Exemptions

MOTION BY: Suzi Sobolik SECONDED BY: Jason Fridrich

To approve the 2023 Real Estate Property Exemptions

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

10. ADJOURNMENT

With no other items on the agenda President Decker asks for a motion for adjournment.

MOTION BY: Suzi Sobolik SECONDED BY: Jason Fridrich

Adjournment of the meeting having completed equalization at 6:18pm.

DISPOSITION: Motion carried unanimously

OFFICIAL MINUTES PREPARED BY:

Andraia Schwan, Property Appraiser Tech

Dustin Dassinger, Interim City Administrator

Scott Decker, President

Board of City Commissioners

Date: _____

BOARD OF EQUALIZATION
CITY OF DICKINSON, NORTH DAKOTA

April 9, 2024

Pursuant to due call and notice, with notice of publication in the Dickinson Press, the Board of Equalization met in compliance with North Dakota State Law. The meeting was held on April 9, 2024 commencing at 4:30 pm, in City Hall located at 38 1st Street West.

NOTICE TO TAXPAYERS

Stark County , North Dakota

Notice is hereby given that proceedings for the Board of Equalization on assessments will be taken by the local Equalization Boards in April as follows:

Gladstone	1st at 5:45 pm
Taylor	8th at 5:30 pm
Richardton	8th at 6:00 pm
South Heart	8th at 7:00 pm
Dickinson	9th at 4:30 pm
Belfield	9th at 4:50 pm

Stark County meets June 4th at 10:00 am

Each taxpayer has the right to appear before the appropriate board of review or equalization and petition for correction of the taxpayer's assessment.

Submitted by Karen Richard, Stark County Auditor
Pub. March 13 th & 20 th , 2024)
Mar. 13 & 20, 2024)

1. CALL TO ORDER

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

ROLL CALL

Present: President Scott Decker, Commissioners: Jason Fridrich, Dr. Robert Baer, John Odermann

Absent: Suzi Sobolik

Also Present: City Assessor Joe Hirschfeld, City Administrator Dustin Dassinger, Deputy City Administrator Linda Carlson and Dickinson City Attorney Christina Wenko

PLEDGE OF ALLEGIANCE

2. OTHER BUSINESS

President Decker brought forth the first item of business, the Abatement Hearing, and called on Mr. Hirschfeld who stated that Dickinson Senior Housing, Inc. worked with the state of ND and qualified themselves for what they said was for an exemption, but is actually a PILOT within the exemptions that

are allowed. They filed for an abatement for the years 2022 of \$4,803.95 and 2023 of \$4,640.95. Paperwork was completed for 2024 and they were eligible for 2022 and 2023.

MOTION BY: John Odermann

SECONDED BY: Jason Fridrich

To allow for abatement of taxes paid along with PILOT amounts for 2022 and 2023

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

Motion declared duly passed

- 3. City Assessor, Mr. Hirschfeld, reported the assessment roll has been completed, it was not completed until about 3:30 this afternoon.

4. ASSESSOR’S REPORT

Mr. Hirschfeld summarized the following information:

The following is a summary of sales ratio statistics and tax roll information for the year ending 2023.

1. True and Full Valuation*	<u>2023</u>	<u>2024</u>
Commercial	\$1,104,346,420	\$ 1,132,168,838
Residential	<u>1,733,939,100</u>	<u>1,863,664,400</u>
	\$2,838,285,520	\$ 2,995,833,238
2. New Construction	<u>2024</u>	
Commercial (Inc/Dec)	\$ 5,581,200	\$ 4,346,000
Residential (Inc/Dec)	<u>15,461,700</u>	<u>586,900</u>
	\$ 25,975,800	\$ 4,932,900
3. Taxable Valuation	<u>2023</u>	<u>2024</u>
	\$133,244,581	\$140,669,008
From New Construction		\$ 744,626
4. Median Ratio*	<u>2024</u>	
Commercial	88.9 %	
Residential	86.9 %	
*Based on market sales only (true & full value vs. actual sales)		
5. Adjusted Ratio Supplemental**	<u>2024</u>	
Commercial	91.0 %	
Residential	92.6%	

**This is the ratio reported to the State Board of Equalization. Based on value and includes other categories such as taxable to exempt status or exempt status to taxable; changes in classification and new construction.

Recommendation:

Median Ratios are within tolerance. It is the recommendation that the Dickinson BOE accept the tax roll as presented.

5. BOARD OF EQUALIZATION

President Decker stated The Board of Equalization shall proceed to equalize and correct the assessment roll (NDCC 57-11-03) The Board may change the valuation and assessment of any real property upon the roll by increasing or diminishing the assessed valuation thereof as shall be reasonable and just to render taxation uniform (NDCC 57-11-03). ***Except that the valuation of any property returned by the Assessor shall not be increased more than twenty-five percent without first giving the owner or his agent notice of the intention of the Board to increase it (NDCC 57-11-03). During the Session: of the Board, any person, his attorney or his agent, feeling aggrieved by anything in the assessment roll, may apply to the Board for the correction of alleged errors in the listing or valuation of his real property, and the Board may correct the errors as it may deem just. (NDCC 57-11-04)

Mr. Odermann stated he had discussions with the state and Mr. Hirschfeld today. He acknowledges there are a number of properties that had substantial increases, some up to 40%. He spoke with a member of the State Board of Equalization today. Mr. Odermann suggested we have a maximum increase of valuation that can be put on the books each year and wants to cap it at 15%. He realizes a catchup needs to happen, but can it be spread out over 3-5 years? He is not sure if it is "just" to add an increase of 40% to 50% of the previous value and put that on the taxpayer in a single year. He also stated the City needs to prioritize a city-wide reappraisal of residential properties through Vanguard or another entity. He doesn't see the way it is now as "just" and for the common good of Dickinson, ND. Mr. Fridrich asked if a 15% maximum would put us out of tolerance? Mr. Odermann said the State Board of Equalization would take it under consideration. If there is a sale, it should be within 90% tolerance. But if a house hasn't sold in 15-30 years, assessing may have a good idea, but we are not really sure what the value is. As a Board, we hold the same responsibility that the State Board does to ensure the values are true, fair and just. He feels the values are true and fair, but is not sure if they are "just". President Decker stated he tends to agree. Mr. Fridrich would like to hear from the staff, how did we get so far behind? Mr. Hirschfeld replied there are a lot of moving parts, not all properties are the same. Some subdivisions we have been through but other subdivisions have not been looked at in over 15 years. We need to get staff up to speed. The neighborhood, of our grand homes, previously was not desired because of the economy, now with the economy as it is they can look at purchasing these grand homes. The grading was previously done different than we currently do, so now that we get into the larger houses the grading changes. If there are a lot of mature trees and no alleyways, estimates were made and we cannot see the house from the street, as it is hidden. Additions may have been added that we did not know about or 1 story houses are actually 2 story houses. There are many different variables being used to arrive at the valuation. Mr. Hirschfeld continued that he is not sure how we would implement this change. Mr. Odermann feels there are 3 types of residential property in the assessor's role, the first being sales of houses at about 300-350 a year, which should be easy to be in tolerance. The second category, houses with an addition or permitted renovation, which should be easy, based on the cost of remodel. The third category are houses that did not sell. This is the toughest category. How do we make the valuation on these "just"? We don't want our residents to leave, so how do we come to some middle ground? His idea of a maximum of 15% per year and spread out over 3 to 5 years so we can get to that point feels more "just" and fair. Mr. Hirschfeld's first concern is what if we have a natural adjustment, like we did when he first started here, where we were putting on a 30-40% adjustment during the oil boom, because we had to in order to stay in tolerance. If the sale is adjusted, but the neighbor's house is similar, are we being arbitrary and capricious with the neighbor's house? Attorney

Wenko asked what are the ramifications to the City, by the State Board of Equalization, if we are not in tolerance at a particular time, because we are basically extending for 5 years? Mr. Odermann replied, in talking to the state, what they are most concerned with is the sales, this is hard data that we can look at and can prove the 90%. Unless there are super big red flags, the state trusts the city and county officials. Mr. Hirschfeld has concerns about the ratio and when that house does sell and we are off significantly, where if we have enough of these sales that doubled in value, we may be 30 to 40% off instead of the 7% off. Mr. Hirschfeld asked for clarification if Mr. Odermann's idea about 15% and 3-5 years is just residential or commercial properties as well? President Decker stated that since commercial properties had a revaluation city-wide, to him it is acceptable and wants to leave this as is and just apply to residential properties. Mr. Odermann wanted to make it clear we cannot just do this, we have to make a case to the state as to why we did it and that it is a catchup effort, because it is not "just" to do this in a single year. We want to get there, but not in one year.

President Decker asked for a motion, that any residential property not increase by more than 15% but over 3-5 years to be caught up and also to craft a bid to have someone assess the entire residential properties.

Attorney Wenko asked how many properties this would affect and Mr. Odermann stated 298. Mr. Hirschfeld feels this is opening us up to being arbitrary and capricious. Attorney Wenko agrees with Mr. Hirschfeld in regard to the application and how this will affect others in the following years. She voiced concerns and cautions about individuals that are not here today. If this action is taken and the City is out of compliance, we are going to have to deal with what comes up either by the State Board of Equalization or other individuals. Mr. Odermann added that individuals can file an abatement if they don't feel it is correct. Attorney Wenko commented there would be cost to the City for a city-wide reappraisal. The Board definitely has the authority, but the Board has to make an educated decision. Dr. Baer agrees that Mr. Odermann has a good idea and some assessments have gotten quite high. Dr. Baer doesn't see why we cannot have a flat fee where every year everyone gets the same percentage. At some point, those that get reassessed will have a larger bill to pay. It is hard for individuals to find extra money to pay the taxes. Dr. Baer feels Mr. Odermann's idea is the best way to go. Mr. Odermann adds that he feels the staff is doing a great job and doing it correctly, however we want people to live in Dickinson and how do we find some middle ground?

Mr. Hirschfeld asked for clarification as we move forward. If this motion passes and the sales indicate we need to increase the values, if we fall out of tolerance, we may have to raise everyone else a little more to get within tolerance. Mr. Odermann continued that we keep the others where they are, others at 15%, and work with the state to show catchup without being unjust to citizens.

Attorney Wenko asked of the 298 properties affected that were not sales, Mr. Odermann is suggesting maxing out at 15% in 3-5 years and if a mass assessment of say 3% or 4% happens, it would not be tacked on to the 15% max? Mr. Odermann replied it would happen in year 4 or 5. This affects 4% of the properties.

MOTION BY: John Odermann

SECONDED BY: Dr. Robert Baer

To: Motion for a 15% max on these 298 properties and anybody above that maxed 15% get spread out over 3-5 years to catch up to that valuation.

Attorney Wenko asked, before the Board votes, do we want to ask for any public input? President Decker asked if anyone wanted to come forward.

Jay Wilhelm stepped forward and thanked Mr. Odermann for addressing the situation, he feels someone is fighting for the residents of Dickinson. However, he has a commercial building, a storage unit, and would like to see an amendment to add commercial property to this motion as well. He feels we may end up chasing businesses away. President Decker commented we had a valuation by Vanguard for the city-wide commercial properties.

Carolyn Koppinger then came forward and stated she has been in the real estate business for 40 years and has rental properties herself. She wanted to know who selects Vanguard? Mr. Hirschfeld answered that the residential properties are completed in house, internally. Commercial properties were valued by Vanguard. Carolyn Koppinger continued, looking at some properties it showed the sale price was way lower than the valuation. She thought the sale price would determine the value of the house. Carolyn asked Kelly Koppinger (her son) to assist discussing some properties. Kelly Koppinger's house, 1308 Empire Road, went up 51% or \$170,000 more in one year. He had an appraisal done 2 years ago at \$400,000 and the Assessing office had it at \$500,000. Comps show they are not selling for that value.

President Decker asked that we stick to the motion that has been brought forward and then citizens can come back up to speak later about their property.

Melanie Miller, with Eyewear Concepts, asked to also include commercial properties in the Board's decision. When she sees taxes increase, she wants to see where her money goes. She was told today that the land value appreciated more than the building value. President Decker asked how many commercial properties went up over 15%? Mr. Hirschfeld supplied the number of 3000 properties are classified as commercial, there were 850 business properties that went up in value. Vacant lots are also included in this. Vacant lots are considered commercial, when it is improved upon it then depends on how it is used. If it is used as a single family, then it would be considered residential. Mr. Hirschfeld also explained, that according to the state law, ND properties at a median level should be valued at 100%, a tolerance range is the 90% to 100%. Sales are reviewed annually. If we end up at a tolerance of 115%, then we need to reduce the values.

Susan Knutson, with Andrus Outdoors, has a family-owned sporting store. They have been in business 21 years and their property was assessed with an increase of 62%. It is going to be hard to sell their business at the assessed value. Susan Knutson is in favor of the 15% and adding commercial this way as well, and 3-5 years. The value was lowered by Mr. Hirschfeld today and she appreciates it. Mr. Fridrich asked about how many raw land sales we had but the information was not readily available. Mr. Hirschfeld stated that Vanguard was last here 10 years ago and land value had not changed in the last 10 years.

Doug Nelson, with Care Incorporated, would like the Board to consider adding commercial properties into the motion as well. His property increased about 40% and 10 years ago it had doubled.

Renee Polensky, with Angel Advocates, bought the building in 2023 and the value raised 65%. She would also ask that the Board add commercial properties into the motion. She purchased the building at below market value, as she knew the person selling.

President Decker asked if anyone wished to speak further on the motion, seeing no one he closed the public hearing. President Decker then asked if the commissioners had any further discussion. Dr. Baer asked Mr. Hirschfeld if there would be any reason why we wouldn't include commercial to this motion. Mr. Hirschfeld explained that as an assessor he strives to follow the law the best he can, as he understands it, and then there is himself personally, which sees the other side. As an assessor, sometimes those values don't match. On the business side, he has to bring to the Board the most equitable value that the state wants us to. Will 15% open a can of worms down the road that we haven't even thought of? Mr. Odermann commented that on the commercial side it is difficult because the City just had an assessment completed but he can also see where 62% is a huge hit. Attorney Wenko asked, looking at the values, if commercial properties were included in this, would it put us out of tolerance? Mr. Hirschfeld questioned if it would be possible to table the commercial properties and allow time to look at the numbers and get back together.

President Decker stated they would take under consideration the commercial properties to be reviewed later and once they have that information, maybe it wouldn't be 15% but no more than 20%. President Decker stated we will have to set up another meeting the end of April or beginning of May to discuss the commercial properties.

MOTION BY: John Odermann

SECONDED BY: Dr. Robert Baer

To proceed with a 15% max increase to the 298 properties with remaining valuation spread out for 3-5 years.

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

Motion declared duly passed

MOTION BY: John Odermann

SECONDED BY: Jason Fridrich

To issue an RFP for a residential revaluation, ask for proposals and go from there

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

Motion declared duly passed

6. DURING THE SESSION

President Decker asked if there are any further discussions from the floor.

Amanda Fischer, from 3395 Calvin Drive, stepped forward questioning how her valuation has gone up \$30,000 when it is was new construction 3 years ago? She is concerned about the discrepancies between her mortgage company and the assessor's office. Property taxes keep going up but she sees no improvement to the neighborhood, she is not seeing the benefits. Mr. Hirschfeld stated that her value increase came from the previous years' sales and we needed to get into tolerance. Mr. Hirschfeld also explained the valuation and property assessment comes from our office, but our office doesn't do the taxes, as that comes from the county. Amanda Fisher feels we should use the sales value.

Attorney Wenko stated she was in contact with the Director of the State Board of Equalization and was told this would require some sort of legislative change because of the way our century code is drafted with regard to the sales ratio analysis that must be completed. So, unfortunately, this isn't probably something that is in the cards unless there is a major change in how we analyze that. This will be a limitation to cities, municipalities, and counties across the state in that respect.

President Decker asked if anyone else would like to come forward to discuss their property. Kelly Koppinger stepped forward and stated he previously worked in Stanley, where they went through a valuation process similar to what is happening here and residents couldn't afford to live there any longer. He has concerns about the valuation and how they were calculated. President Decker asked if anyone else wanted to speak.

President Decker closed the public hearing for this session.

7. ADDING PROPERTY TO THE ASSESSMENT LIST:

Mr. Hirschfeld stated we do not have any properties that need to be added.

No reduction will happen after session of Board per ND Century Code (NDCC 57-11-06)

8. ADJOURNMENT

President Decker asked Attorney Wenko for her input in how to proceed.

Attorney Wenko suggested that considering a final decision has not been made in regard to all properties and the commercial properties have been tabled, it is her recommendation to the Board to adjourn and reevaluate at the time Mr. Hirschfeld is ready.

MOTION BY: John Odermann

SECONDED BY: Jason Fridrich

To adjourn and reconvene at a later time with numbers from the assessing department.

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

Motion declared duly passed

Adjournment of the meeting at 6:22 pm.

CONTINUATION OF BOARD OF EQUALIZATION

CITY OF DICKINSON, NORTH DAKOTA

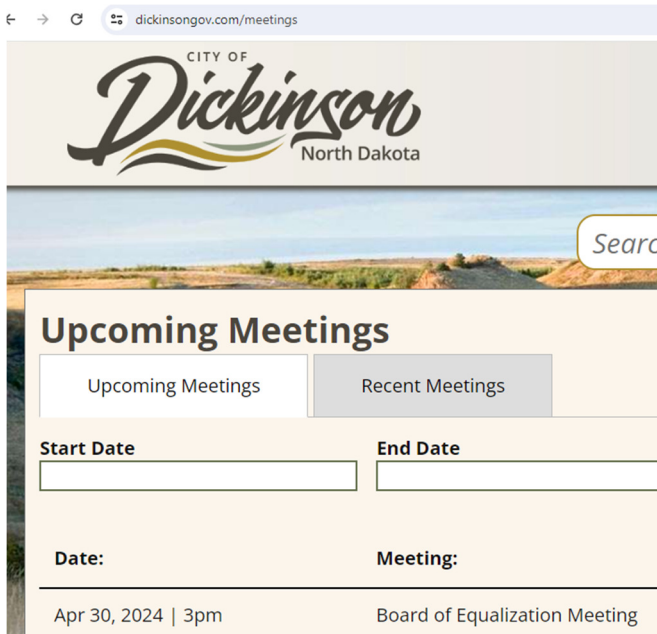
April 30, 2024

The Board of Equalization reconvened the meeting from April 9, 2024 on April 30, 2024 commencing at 3:00 pm in City Hall, located at 38 1st Street West. Notification was published on-line.

<https://dickinsoncity.northdakotaassessors.com>



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



1) CALL TO ORDER

President Scott Decker called the meeting to order at 3:00 pm and asked if the meeting had been noticed. Mr. Hirschfeld replied it was noticed.

ROLL CALL

Present: President Scott Decker, Commissioners: Jason Fridrich, Suzi Sobolik

Called in via video: John Odermann

Absent: Dr. Robert Baer

Also Present: City Assessor Joe Hirschfeld, City Administrator Dustin Dassinger, Deputy City Administrator Linda Carlson and Dickinson City Attorney Christina Wenko

PLEDGE OF ALLEGIANCE

2) AFTER THE MEETING HAS BEEN DULY OPENED:

President Decker asked if the work of the local Assessor has been completed and all assessments entered in the assessment roll. Mr. Hirschfeld responded that following the motion of the Board of Equalization those changes were made and he has a report to present. The final values have not been completed as there is still the outstanding motion of commercial property values so final values will be presented at a later time.

3) ASSESSOR'S REPORT:

Mr. Dassinger stated that staff was tasked with answering several questions in regard to valuations, so would like to take this opportunity to give the commissioners and the public fundamental information regarding the process. A short video was played about the role of an assessor and how it affects the property tax. Assessors only deal with the value of properties; they do not set the tax rates or collect taxes. The Assessor's goal is to make everything fair and equitable using a detailed system to get accurate values.

To continue to educate everyone on the process of determining property values, Mr. Hirschfeld presented several slides with an explanation. The first step in determining property values is by appraising each property based on market value as the standard and applying updates to values as market conditions and properties change. The value of property is only one element in the makeup of property taxes. Mr. Hirschfeld continued to explain what makes up the property tax system and all elements and factors that are used in the calculation of the property tax amount. He also explained several different property tax exemptions that are available, such as the Homestead Credit, Disabled Veterans Credit, Improvements to Commercial & Residential Buildings, New Construction of Residential Properties and New or Expanding Businesses. Mr. Hirschfeld stated that an increase in valuation does not necessarily cause an increase in actual taxes. Median sales prices of homes, as supplied by the Badlands Board of Realtors, has increased from \$145,000 in March 2010 to \$260,000 in March 2024, which is a 179% increase or an annualized amount of 12%.

Mr. Hirschfeld continued, referring to additional visual slides, that at the last meeting a motion for a 15% maximum on 298 properties and anyone above that be maxed at 15% and spread out over 3-5 years to catch up that valuation for the residential properties. In addition to that, the commercial properties were tabled until numbers could be provided. Mr. Hirschfeld stated that 571 commercial properties increased by 15% or more. A breakdown of the 298 residential parcels included 80 sales, 55 new construction, 102 revaluation, 60 all other properties category (a majority caused by a change to the cost manual for detached garages), and 1 exemption. Residential changes by percentage of these 298 parcels indicates 49 properties had a total change above 80% and all of these were new construction homes. The middle 50% of properties sold (80) had an average increase of 26%. The revaluation properties (102) tracked very similar to sales in that the average increase was 29%. Looking at the all other properties

category (60), the single highest parcel at 67% amounted to an increase in value of only \$4,500. 25% of all the increases amounted to less than \$7,200. There were 355 improved commercial properties that increased by 15% or more and the bulk were in the 15-25% range. Mr. Hirschfeld reviewed the vacant lots as 62 parcels had a change in over 105% due to increasing land values and they also had some obsolescence on them that was removed as we elected to go with the actual market value of what these vacant lots were worth. Mr. Hirschfeld added that applying a 15% cap to commercial valuations would put the city outside the tolerance level. He also followed up with a possible abatement risk for 2024 and the two years prior.

4) THE BOARD OF EQUALIZATION

Mr. Odermann questioned Mr. Hirschfeld, what if we just did the non-sold and non-permitted categories, so basically just the revaluation area of the 102 properties. Mr. Odermann stated his intention at the last meeting was just for the 102 properties and is questioning how to amend the motion to just include the 102 revaluation properties. Mr. Hirschfeld stated we would be in tolerance with just this group. Mr. Odermann asked Attorney Wenko what the next step is to reconsider the original motion. Attorney Wenko stated that Mr. Odermann would have to put in the motion to reconsider and Dr. Baer would have to second it, because they are the two that originally stated the motion and seconded it, and since Dr. Baer is absent it cannot be done today. Attorney Wenko continued, if that is the Board's intent, it could be brought to a vote at the City Commission meeting on May 7th. After that vote, a new motion could be made for the 102 properties. The other tabled motion was for the commercial properties. President Decker responded that since the commercial properties were just revaluated city wide, we should keep the values at what they are. Mr. Hirschfeld stated that if there is an error on a valuation there is still an opportunity for property owners to be heard by the abatement process through the formal and informal processes.

President Decker recapped that what the Board is looking to do is to leave the commercial properties as is, make a motion to reconsider the original motion on the 298 properties at next Tuesday's City Commission meeting and then bring in a new motion for the 102 properties to cap them at the 15% max which would keep us within tolerance.

Attorney Wenko asked, in looking forward to next year's meeting, would it help to see this information ahead of time with a visual aide to understand the numbers and break them down, like was done today. Mr. Fridrich answered that yes, it is helpful to have this type of information earlier.

President Decker asked Attorney Wenko if we would want to make a motion on the commercial properties today? Attorney Wenko suggested it might be best to bring everything forward next Tuesday, May 7th. Mr. Hirschfeld restated that in order to bring the final numbers to the May 7th meeting and have them certified in order to get them to the county, we adjust the 102 properties and everything else stays as is. Attorney Wenko suggested that 15 minutes prior to the City Commission meeting on May 7th the Board of Equalization reconvene.

5) DURING THE SESSION:

President Decker stated that anyone feeling aggrieved by anything in the assessment roll or anyone that would like to discuss their property to please come forward. No one stepped forward.

6) ADDING PROPERTY TO THE ASSESSMENT LIST:

President Decker asked if anything had been omitted from the Assessment List and Mr. Hirschfeld responded that there are no other properties to add at this time.

7) NO REDUCTION AFTER SESSION OF BOARD:

President Decker stated no reduction will happen after session of Board per ND Century Code (NDCC 57-11-06)

8) REAL ESTATE PROPERTY TAX EXEMPTIONS

Mr. Hirschfeld confirmed the List of 2024 Real Estate Property Exemptions.

MOTION BY: Jason Fridrich

SECONDED BY: Suzi Sobolik

To accept the 2024 Real Estate Property Tax Exemptions

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

Motion declared duly passed

President Decker asked Mr. Hirschfeld if there is anything further and Mr. Hirschfeld responded that there isn't.

9) ADJOURNMENT

President Decker stated the next motion is for adjournment.

MOTION BY: Jason Fridrich

SECONDED BY: Suzi Sobolik

Adjournment of the meeting having completed equalization at 3:52 p.m.

DISPOSITION: Motion carried unanimously

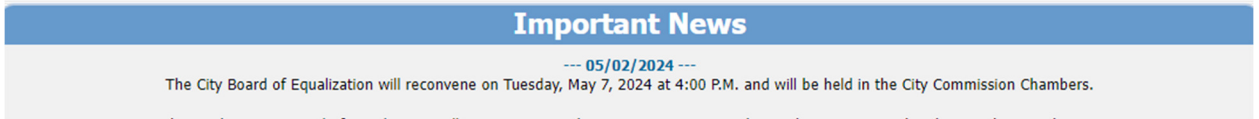
CONTINUATION OF BOARD OF EQUALIZATION

CITY OF DICKINSON, NORTH DAKOTA

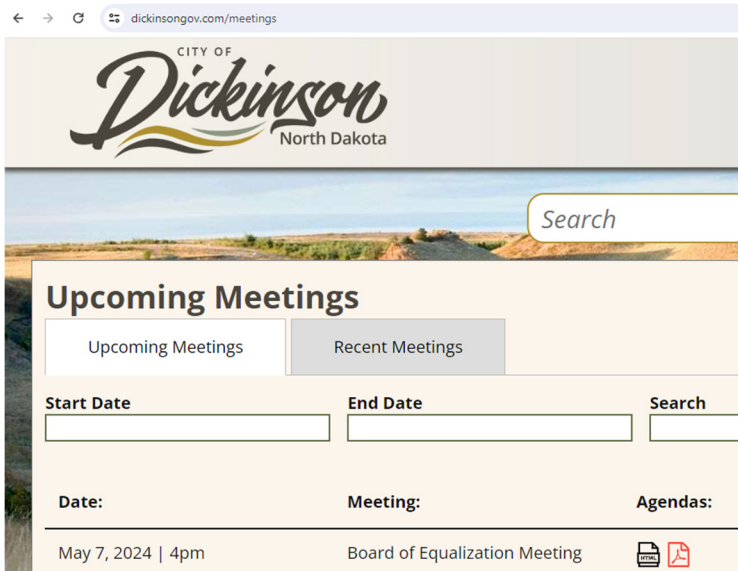
May 7, 2024

The Board of Equalization reconvened the meeting from April 30, 2024 on May 7, 2024 commencing at 4:00 pm in City Hall, located at 38 1st Street West. Notification was published on-line.

<https://dickinsoncity.northdakotaassessors.com>



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



1) CALL TO ORDER

President Scott Decker called the meeting to order at 4:00 pm.

ROLL CALL

Present: President Scott Decker, Commissioners: Suzi Sobolik, Dr. Robert Baer, John Odermann
Called in via video: Jason Fridrich

Also Present: City Assessor Joe Hirschfeld, City Administrator Dustin Dassinger, and Dickinson City Attorney Christina Wenko

PLEDGE OF ALLEGIANCE

2) MOTIONS:

MOTION BY: John Odermann

SECONDED BY: Dr. Baer

To Reconsider the decision of the April 9th BOE Meeting regarding the 298 residential properties set for a cap of 15%.

DISPOSITION: Roll call vote... Aye 5, Nay 0

Motion declared duly passed

MOTION BY: John Odermann

SECONDED BY: Dr. Baer

To change the value of those 102 parcels noted as being within the revaluation area and receiving an increase of at least \$3,000, be limited to an increase of not more than 15% to the prior year's valuation and that an additional 15% be added annually until the property value is equal to its true and full value of that current year.

DISPOSITION: Roll call vote...Aye 5, Nay 0

Motion declared duly passed

MOTION BY: Suzi Sobolik

SECONDED BY: John Odermann

After consideration of the values returned in the commercial revaluation by Vanguard Appraisals, Inc., that the values returned by Vanguard Appraisals, Inc. be accepted with the exception of those corrections made prior to and presented at the April 9th, 2024 Board of Equalization meeting.

DISPOSITION: Roll call vote... Aye 5, Nay 0

Motion declared duly passed

3) AFTER THE MEETING HAS BEEN DULY OPENED AND ACTION TAKEN ON MOTIONS:

President Decker asked if the work of the local Assessor has been completed and all assessments entered in the assessment roll. Mr. Hirschfeld responded the work has been completed.

4) ASSESSOR'S REPORT

Mr. Hirschfeld summarized the following information:

The following is a summary of sales ratio statistics and tax roll information for the year ending 2023.

1. True and Full Valuation*	<u>2023</u>	<u>2024</u>
Commercial	\$1,104,346,420	\$ 1,131,907,468
Residential	<u>1,733,939,100</u>	<u>1,857,732,600</u>
	\$2,838,285,520	\$ 2,989,640,068
2. New Construction	<u>2024</u>	
Commercial (Inc/Dec)	\$ 5,581,200	\$ 4,346,000
Residential (Inc/Dec)	<u>15,461,700</u>	<u>586,900</u>
	\$ 25,975,800	\$ 4,932,900
3. Taxable Valuation	<u>2023</u>	<u>2024</u>
	\$133,244,581	\$140,193,340
From New Construction		\$ 744,626
4. Median Ratio*	<u>2024</u>	
Commercial	88.9 %	
Residential	86.9 %	
*Based on market sales only (true & full value vs. actual sales)		
5. Adjusted Ratio Supplemental**	<u>2024</u>	
Commercial	91.0 %	
Residential	92.3 %	

**This is the ratio reported to the State Board of Equalization. Based on value and includes other categories such as taxable to exempt status or exempt status to taxable; changes in classification and new construction.

Recommendation:

Median Ratios are within tolerance. It is the recommendation that the Dickinson BOE accept the tax roll as presented.

Mr. Hirschfeld stated that we are within tolerance of all properties. Mr. Odermann thanked Assessor Hirschfeld and his staff for the work completed this year.

MOTION BY: Dr. Baer

SECONDED BY: John Odermann

To accept the values as presented by the City Assessor for the 2024 taxable year.

DISPOSITION: Roll call vote... Aye 5, Nay 0

Motion declared duly passed

5) NO REDUCTION AFTER SESSION OF BOARD

President Decker stated no change shall happen after this session of the Board to alter any assessment, per ND Century Code (NDCC 57-11-06).

President Decker stated if anyone still feels aggrieved with their property value, they can appeal to the Stark County Board of Equalization.

6) ADJOURNMENT

President Decker stated the next motion is for adjournment.

MOTION BY: John Odermann

SECONDED BY: Suzi Sobolik

Adjournment of the meeting having completed equalization at 4:12 p.m.

OFFICIAL MINUTES PREPARED BY:

Denise Barth, Property Appraiser Tech.

Dustin Dassinger, City Administrator

Scott Decker, President

Board of City Commissioners

Date: _____

Please Approve the following Manual Checks on 06-04-2024

CK#127560	DCI CREDIT SERVICES INC	\$96.86
CK#127561	PRINCIPAL LIFE INSURANCE COMPANY	\$17,561.60
CK#127727	PETTY CASH	\$300.00
CK#127728	OLD HICKORY SHED, LLC	\$6,080.00
CK#127729	CENTRAL DAKOTA FORENSIC NURSE	\$7,626.23
CK#127730	MOUNTAIN-PLAINS YOUTH SERVICES	\$5,997.42
CK#127731	MOUNTAIN-PLAINS YOUTH SERVICES	\$10,033.17
CK#127732	MOUNTAIN-PLAINS YOUTH SERVICES	\$5,750.39
CK#127733	DCI CREDIT SERVICES INC	\$96.86



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

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

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

Account ID
 Account Number
 Payment Due Date JUN 03, 2024
 Amount Due \$33,086.30
 Current Balance \$33,086.30

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 C.

800000188386IIII 003308630003308630

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	
			\$42,217.22	
Post Date	Tran Date	Reference Number	Transaction Description	Amount
05-20	05-20		AUTO PAYMENT - THANK YOU!	\$42,217.22CR

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	\$42,217.22
			Purchases & Other Charges	\$34,312.61
	Statement Date	Payment Due Date	Cash Advances	\$0.00
MAY 27, 2024	JUN 03, 2024	Cash Advance Fees	\$0.00	
Send Billing Inquiries To: COMMERCE BANK PO BOX 414084 KANSAS CITY MO 64141	Credit Limit	Available Credit	Late Charges	\$0.00
	\$120,000.00	\$86,913.70	Finance Charges	\$0.00
	Amount Due	Disputed Amount	Credits	\$1,226.31
			Payments	\$42,217.22
\$33,086.30	\$0.00	New Balance	\$33,086.30	

Statement Date	MAY 27, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	JUN 03, 2024
Cash Advance Balance	\$0.00	Amount Due	\$33,086.30
Available Credit	\$86,913.70	New Balance	\$33,086.30
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
DARNYL MALKOWSKI					
		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$112.94	\$0.00	\$0.00	\$112.94
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-21	05-20	24427334141730255184848	CASH WISE #3044 DICKINSON ND	112.94	

CARDHOLDER ACTIVITY					
FIRE DEPARTMENT					
		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$2,155.12	\$0.00	\$0.00	\$2,155.12
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-14	05-13	24692164134105206660915	HOTELSCOM7282938851363 HOTELS.COM WA CHECK IN DATE:09-30-24 NUMBER OF NIGHTS:01 CONFIRMATION #:K13R574K2	219.62	
05-14	05-13	24492154134713197039628	BKGHOTEL AT BOOKING.C 147-036-3250 NY	598.00	
05-14	05-13	24492154134745197389272	BKGHOTEL AT BOOKING.C 147-036-3250 NY	598.00	
05-16	05-15	24492164136000041831633	MOVAVI.COM HTTPSWWWW.MOVAMO	55.90	
05-16	05-15	24445004137400227073155	WM SUPERCENTER #1567 DICKINSON ND	23.72	
05-21	05-20	24492154141743336634832	ADOBE *ADOBE 408-536-6000 CA	659.88	

CARDHOLDER ACTIVITY					
SHELLY NAMENIUK					
		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$120.68	\$0.00	\$0.00	\$120.68
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-20	05-16	24207854138168101492537	MC JOB POST 678-3002314 GA	10.00	
05-20	05-17	24445004139500663161964	PY *PIZZA RANCH DICKINSODICKINSON ND	105.30	
05-24	05-22	24445004145001012453972	FAMILY FARE 3122 DICKINSON ND	5.38	

CARDHOLDER ACTIVITY					
FIRE DEPARTMENT 2					
		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$152.86	\$0.00	\$0.00	\$152.86
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-15	05-14	24000974135622701376084	THE UPS STORE 4954 209-7775558 ND	27.86	

Statement Date	MAY 27, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	JUN 03, 2024
Cash Advance Balance	\$0.00	Amount Due	\$33,086.30
Available Credit	\$86,913.70	New Balance	\$33,086.30
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
FIRE DEPARTMENT 2		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$152.86	\$0.00	\$0.00	\$152.86
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-20	05-17	24013394138003810026014	ALABAMA FIRE COLLEGE AND 205-3913775 AL	125.00	

CARDHOLDER ACTIVITY					
JADE PRAUS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$351.00	\$0.00	\$0.00	\$351.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-20	05-16	24445004138500534062400	PY *PIZZA RANCH DICKINSODICKINSON ND	351.00	

CARDHOLDER ACTIVITY					
RENEE NEWTON		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$60.00	\$0.00	\$0.00	\$60.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-16	05-16	24793384137001195916054	North Dakota Library A Bismarck ND	60.00	

CARDHOLDER ACTIVITY					
JAYLENE KOVASH		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$115.21	\$0.00	\$0.00	\$115.21
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-23	05-23	24692164144100039544640	ULINE *SHIP SUPPLIES 800-295-5510 WI	115.21	

Statement Date	MAY 27, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	JUN 03, 2024
Cash Advance Balance	\$0.00	Amount Due	\$33,086.30
Available Credit	\$86,913.70	New Balance	\$33,086.30
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
POLICE DEPT TRAVEL 2		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$466.67	\$0.00	\$38.52	\$428.15
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-24	05-22	24055224144972324730396	SIMONSON N BI BISMARCK ND	42.95	
05-27	05-23	24943004145036802578106	HAMPTON INN BISMARCK BISMARCK ND	385.20	
			CHECK IN DATE:05-19-24 CONFIRMATION #:80257810 NUMBER OF NIGHTS:04		
05-27	05-23	24943004145036802578106	HAMPTON INN BISMARCK BISMARCK ND	38.52	
			CHECK IN DATE:05-19-24 CONFIRMATION #:80257810 NUMBER OF NIGHTS:04		
05-27	05-23	74943004145036802578101	HAMPTON INN BISMARCK BISMARCK ND	38.52CR	

CARDHOLDER ACTIVITY					
MICHAEL HANEL		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$272.88	\$0.00	\$0.00	\$272.88
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-16	05-16	24116414137718533313976	QUALAROO PROPROFS 855-776-7763 CA	119.88	
05-20	05-20	24000774141000002439107	PROBOARDS, INC. HTTPSPROBOARDCA	9.00	
05-21	05-20	24492154141713350958052	GRAMMARLY CO6SY6URB GRAMMARLY.COMCA	144.00	

CARDHOLDER ACTIVITY					
TRAVIS HOLDING EAGLE		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$188.87	\$0.00	\$0.00	\$188.87
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-15	05-14	24431064135083731684857	AMAZON.COM*B45PW92G3 SEATTLE WA	47.67	
05-16	05-15	24692164136106915469240	AMZN Mktp US*AL4XS9ZG3 Amzn.com/billWA	38.90	
05-17	05-16	24431064137083323880051	AMAZON.COM*SF5877ML3 SEATTLE WA	102.30	

Statement Date	MAY 27, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	JUN 03, 2024
Cash Advance Balance	\$0.00	Amount Due	\$33,086.30
Available Credit	\$86,913.70	New Balance	\$33,086.30
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
GREG BECK		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$271.94	\$0.00	\$0.00	\$271.94
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-16	05-15	24427334136730257451952	CASH WISE #3044 DICKINSON ND		271.94

CARDHOLDER ACTIVITY					
MUSEUM		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$1,745.02	\$0.00	\$0.00	\$1,745.02
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-23	05-23	24492164144000012383143	PUKA CREATIONS FAIRE HTTPSWWW.FAIRCA		150.02
05-24	05-23	24492164145000001243430	STREAMLINE FAIRE HTTPSWWW.FAIRCA		135.33
05-24	05-24	24492164145000009057394	OOLY FAIRE HTTPSWWW.FAIRCA		227.27
05-24	05-24	24492164145000011884868	TEDCO TOYS FAIRE HTTPSWWW.FAIRCA		318.35
05-27	05-24	24275394145900010976746	IMPACT PHOTOGRAPHICS 801-8206621 CA		914.05

CARDHOLDER ACTIVITY					
ROBERT FUHRMAN		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$135.92	\$0.00	\$0.00	\$135.92
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-23	05-22	24231684144207888600608	THRIFTY WHITE PHARM #034 DICKINSON ND		135.92

CARDHOLDER ACTIVITY					
AARON PRAUS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$2,728.60	\$0.00	\$75.34	\$2,653.26
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-14	05-13	24011344134000046583645	CDL SCHOOL ONLINE WWW.CDLSCHOOLVA		89.00
05-15	05-14	24270744135900018400031	JERRYS FLOOR STORE 763-7867570 MN		761.48
05-16	05-15	24011344136000045609498	CDL SCHOOL ONLINE WWW.CDLSCHOOLVA		89.00
05-16	05-15	24011344136000045837727	CDL SCHOOL ONLINE WWW.CDLSCHOOLVA		89.00
05-16	05-15	24011344136000045945355	CDL SCHOOL ONLINE WWW.CDLSCHOOLVA		89.00
05-16	05-15	24011344136000046105942	CDL SCHOOL ONLINE WWW.CDLSCHOOLVA		89.00

Statement Date	MAY 27, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	JUN 03, 2024
Cash Advance Balance	\$0.00	Amount Due	\$33,086.30
Available Credit	\$86,913.70	New Balance	\$33,086.30
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
AARON PRAUS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$2,728.60	\$0.00	\$75.34	\$2,653.26
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-16	05-15	24011344136000046260440	CDL SCHOOL ONLINE WWW.CDLSCHOOLVA	89.00	
05-21	05-20	24226384142091000291702	WAL-MART #1567 DICKINSON ND	75.34	
05-21	05-20	24445004142400236888943	WM SUPERCENTER #1567 DICKINSON ND	72.68	
05-22	05-20	74445004142400276876373	WM SUPERCENTER #1567 DICKINSON ND	75.34CR	
05-22	05-21	24427334142730256785089	CASH WISE #3044 DICKINSON ND	80.00	
05-23	05-21	24013394143004838673947	JDS BBQ 701-4832277 ND	1,205.10	

CARDHOLDER ACTIVITY					
DUSTIN DASSINGER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$233.06	\$0.00	\$0.00	\$233.06
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-20	05-16	24755424138171387693107	HOME 2 SUITES BISMARCK BISMARCK ND	192.60	
			CHECK IN DATE:05-14-24 CONFIRMATION #:00028584		
05-20	05-17	24137464138500955286628	TST* GROUND ROUND - BISMABISMARCK ND	40.46	

CARDHOLDER ACTIVITY					
PURCHASING DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$4,973.02	\$0.00	\$0.00	\$4,973.02
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-14	05-13	24692164134105059074628	AMZN Mktp US*YN8XQ48H3 Amzn.com/billWA	60.00	
05-14	05-13	24055234134083019122229	WALMART.COM 800-925-6278 AR	13.60	
05-14	05-13	24055234134083019122229	WALMART.COM 800-925-6278 AR	167.76	
05-14	05-13	24692164134105244194646	AMZN Mktp US*GL77A20H3 Amzn.com/billWA	22.98	
05-15	05-14	24692164135105945621946	AMZN Mktp US*7C49D7RN3 Amzn.com/billWA	769.97	
05-16	05-15	24692164136106786923952	WALMART.COM 800-925-6278 AR	348.00	
05-17	05-16	24692164137107252451840	AMZN Mktp US*M50W54FZ3 Amzn.com/billWA	39.99	
05-17	05-17	24692164138107950805122	AMZN Mktp US*WG2WX6913 Amzn.com/billWA	1,309.64	
05-20	05-17	24692164138108517119254	AMZN Mktp US*LS1TU32K3 Amzn.com/billWA	42.98	
05-20	05-17	24692164138108521977341	AMZN Mktp US*W36KH79Q3 Amzn.com/billWA	169.99	
05-20	05-17	24692164138108637420848	AMZN Mktp US*BV6EW0QJ3 Amzn.com/billWA	21.13	
05-20	05-17	24108384139400761000426	SHOPLET.COM clover.com FL	222.44	
05-20	05-18	24692164139108807903952	AMZN Mktp US*WU0RM3WA3 Amzn.com/billWA	48.55	
05-20	05-18	24692164139108817190244	AMZN Mktp US*5O1U89073 Amzn.com/billWA	45.16	

Statement Date	MAY 27, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	JUN 03, 2024
Cash Advance Balance	\$0.00	Amount Due	\$33,086.30
Available Credit	\$86,913.70	New Balance	\$33,086.30
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY

PURCHASING DEPARTMENT					PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
					\$4,973.02	\$0.00	\$0.00	\$4,973.02
Post Date	Tran Date	Reference Number	Transaction Description	Amount				
05-21	05-20	24692164141100792529351	AMZN Mktp US*4Z9AK2J13 Amzn.com/billWA	149.90				
05-21	05-20	24692164141100850196275	AMZN Mktp US*AV3O681K3 Amzn.com/billWA	88.49				
05-22	05-21	24692164142101875772073	AMZN Mktp US*EX9TY2K13 Amzn.com/billWA	499.59				
05-27	05-24	24692164145101270444572	AMZN Mktp US*412SO2SM3 Amzn.com/billWA	177.62				
05-27	05-24	24692164145101398846682	AMZN Mktp US*UP4O42DK3 Amzn.com/billWA	247.49				
05-27	05-24	24692164146101646097160	AMZN Mktp US*ME9WM4TS3 Amzn.com/billWA	15.39				
05-27	05-25	24692164146101668116567	AMZN Mktp US*Q88SY4CR3 Amzn.com/billWA	311.99				
05-27	05-26	24692164147102912536062	AMZN Mktp US*IL07M6563 Amzn.com/billWA	200.36				

CARDHOLDER ACTIVITY

DUANE ZASTOUPIL					PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
					\$115.00	\$0.00	\$0.00	\$115.00
Post Date	Tran Date	Reference Number	Transaction Description	Amount				
05-14	05-13	24064664134000000361225	BUSINESSRADIOLICENSING HTTPSBUSINESSCA	115.00				

CARDHOLDER ACTIVITY

MATT HANSON					PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
					\$196.48	\$0.00	\$0.00	\$196.48
Post Date	Tran Date	Reference Number	Transaction Description	Amount				
05-17	05-15	24445004137500559048871	PY *PIZZA RANCH DICKINSODICKINSON ND	196.48				

CARDHOLDER ACTIVITY

TRAVIS LEINTZ					PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
					\$1,359.75	\$0.00	\$0.00	\$1,359.75
Post Date	Tran Date	Reference Number	Transaction Description	Amount				
05-15	05-13	24198804135419286179806	IAPE SAN JOSE CA	395.00				
05-16	05-14	24198804136419315804183	POLICASSNND SAN JOSE ND	514.75				
05-16	05-15	24492154136745485155748	EB NDASRO SUMMER SAFE 801-413-7200 CA	50.00				
05-24	05-23	24755424145131456672268	NATIONAL ASSOCIATION OF S205-7396060 AL	400.00				

Statement Date	MAY 27, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	JUN 03, 2024
Cash Advance Balance	\$0.00	Amount Due	\$33,086.30
Available Credit	\$86,913.70	New Balance	\$33,086.30
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
CINDY THRONBURG		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$408.04	\$0.00	\$0.00	\$408.04
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-16	05-16	24692164137107122407592	BRODART SUPPLIES 570-326-2461 PA		408.04

CARDHOLDER ACTIVITY					
POLICE DEPARTMENT		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$737.61	\$0.00	\$0.00	\$737.61
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-14	05-13	24022684134900015202554	SHRED ND 701-6905480 ND		54.69
05-23	05-22	24692164143102716208565	AMZN Mktp US*OA5AC3Y93 Amzn.com/billWA		169.95
05-23	05-22	24435654143762196388211	GALLS 859-266-7227 KY		245.99
05-23	05-22	24435654143762356473308	GALLS 859-266-7227 KY		266.98

CARDHOLDER ACTIVITY					
RACHEL SHUMAKER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$6,703.01	\$0.00	\$51.45	\$6,651.56
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-21	05-20	24492154141715328062875	CUSTOMINK LLC 800-293-4232 VA		935.48
05-22	05-21	74492154142745510736030	CUSTOMINK LLC 8002934232 VA		33.72CR
05-22	05-21	74492154142745510769775	CUSTOMINK LLC 8002934232 VA		13.81CR
05-22	05-21	74492154142745511083515	CUSTOMINK LLC 8002934232 VA		3.92CR
05-23	05-22	24692164143102368863683	ANYPROMO.COM 909-628-9955 CA		851.79
05-24	05-23	24692164144100265523110	ANYPROMO.COM 909-628-9955 CA		1,915.59
05-24	05-23	24692164144100265523128	ANYPROMO.COM 909-628-9955 CA		3,000.15

CARDHOLDER ACTIVITY					
JOSHUA SKLUZACEK		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$384.92	\$0.00	\$0.00	\$384.92
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-17	05-16	24011344137000047553438	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC		225.72

Statement Date	MAY 27, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	JUN 03, 2024
Cash Advance Balance	\$0.00	Amount Due	\$33,086.30
Available Credit	\$86,913.70	New Balance	\$33,086.30
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
JOSHUA SKLUZACEK		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$384.92	\$0.00	\$0.00	\$384.92
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-17	05-16	2401134413700048959055	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC		28.88
05-17	05-16	24011344137000050787816	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC		100.32
05-20	05-18	24692164139109549611622	NDRIN-ND LAND RECORDS 701-364-1280 ND		30.00

CARDHOLDER ACTIVITY					
JOEL WALTERS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$4,835.00	\$0.00	\$0.00	\$4,835.00
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-15	05-14	24431064136400424000366	SWANK MOTION PICTURES IN clover.com MO		1,085.00
05-16	05-15	24692164136106929937166	IN *DOGZ EVENTS LLC 330-4034016 OH		3,750.00

CARDHOLDER ACTIVITY					
ADRIAN KREBS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$114.13	\$0.00	\$492.00	\$377.87CR
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-15	05-13	24801974135726417576662	DICKINSON MOTOR VEHICLE DICKINSON ND		25.50
05-15	05-13	24801974135726447576674	MUNICIPAY(M3)*SERVICE FE SCARBOROUGH ME		3.00
05-16	05-15	24692164136106580833209	UPS*2974I5GNAAI 800-811-1648 GA		13.90
05-16	05-15	24692164136106580919164	UPS*1ZU4N9T10300000615 800-811-1648 GA		71.73
05-21	05-16	74755424141641381285258	NORTH AMERICAN TRUCK SIOUX FALLS SD		492.00CR

CARDHOLDER ACTIVITY					
RACHEL WALDO		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$84.09	\$0.00	\$0.00	\$84.09
Post Date	Tran Date	Reference Number	Transaction Description		Amount
05-24	05-23	24445004145400243692210	WM SUPERCENTER #1567 DICKINSON ND		84.09

Statement Date	MAY 27, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	JUN 03, 2024
Cash Advance Balance	\$0.00	Amount Due	\$33,086.30
Available Credit	\$86,913.70	New Balance	\$33,086.30
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
AARON MEYER		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$3,529.53	\$0.00	\$0.00	\$3,529.53
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-20	05-18	24164074140105441182065	Staples Inc staples.com MA	106.85	
05-23	05-22	24692164143102714974663	Amazon.com*BI1DY9AQ3 Amzn.com/billWA	99.99	
05-24	05-23	24692164144100428992988	AMZN Mktp US*0A3WB55R3 Amzn.com/billWA	1,139.00	
05-27	05-24	24692164145101283085990	AMZN Mktp US*AS5CZ2BY3 Amzn.com/billWA	1,799.00	
05-27	05-26	24692164147102869999891	AMZN Mktp US*QC5WC35S3 Amzn.com/billWA	101.42	
05-27	05-26	24692164147102871850264	AMZN Mktp US*NJ17E1OW3 Amzn.com/billWA	283.27	

CARDHOLDER ACTIVITY					
MIKHAYLA BLISS		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$0.00	\$0.00	\$520.00	\$520.00CR
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-16	05-15	74431064137000980000810	SWANK MOTION PICTURES IN SAINT LOUIS MO	520.00CR	

CARDHOLDER ACTIVITY					
JAYDA BORAH		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$134.78	\$0.00	\$0.00	\$134.78
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-24	05-23	24226384145360700036221	WAL-MART #1567 DICKINSON ND	109.46	
05-27	05-26	24204294147000111235039	FACEBK* UKUK63L762 650-5434800 CA	22.37	
05-27	05-26	24204294147000713340054	FACEBK* PNG253U762 650-5434800 CA	2.95	

CARDHOLDER ACTIVITY					
IAN ANGUIANO		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$176.07	\$0.00	\$0.00	\$176.07
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-22	05-21	24431064142083738968718	AMAZON.COM*129MF8O93 SEATTLE WA	27.82	
05-22	05-22	24431064143083756566864	AMAZON.COM*VX1D78MJ3 SEATTLE WA	148.25	

Statement Date	MAY 27, 2024	Account Number	
Credit Limit	\$120,000	Payment Due Date	JUN 03, 2024
Cash Advance Balance	\$0.00	Amount Due	\$33,086.30
Available Credit	\$86,913.70	New Balance	\$33,086.30
CITY OF DICKINSON Account ID 8000-0018-8386			

CARDHOLDER ACTIVITY					
RITA BINSTOCK		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$1,308.43	\$0.00	\$49.00	\$1,259.43
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-15	05-14	74138294136084008043200	LANDS END BUS OUTFITTERS DODGEVILLE WI	49.00	CR
05-16	05-15	24011344137000000766613	COLUMN PUBLIC NOTICE HTTPSCOLUMN.UDC	872.48	
05-20	05-16	24943004138970421171795	CANDLEWOOD SUITES 7017518900 ND	378.00	
			CHECK IN DATE:05-14-24		
			NUMBER OF NIGHTS:02		
			CONFIRMATION #:0003307017518900		
05-23	05-23	24138294144885144260010	LANDS END BUS OUTFITTERS 8003324700 WI	57.95	

CARDHOLDER ACTIVITY					
CITY LIBRARY		PURCHASES	CASH ADVANCES	CREDITS	TOTAL ACTIVITY
		\$141.98	\$0.00	\$0.00	\$141.98
Post Date	Tran Date	Reference Number	Transaction Description	Amount	
05-14	05-13	24137464135001431594811	USPS PO 3724000905 DICKINSON ND	4.42	
05-27	05-24	24943004146400516000014	PIZZA HUT 033427 DICKINSON ND	137.56	

AGED TRIAL BALANCE WITH OPTIONS - DETAIL

City of Dickinson
 Payables Management

Section 2. Item C.

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: 5/29/2024

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: 6161 **Name:** ADVANCED COLLISION CENTER **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
	16157	INV	5/16/2024	5/16/2024	\$2,302.00	WORK DONE ON 2015 FORD #		\$2,302.00			

Voucher(s): 1 **Aged Totals:** **Due** **\$2,302.00** **\$2,302.00** **\$0.00** **\$0.00** **\$0.00**

Vendor ID: 5458 **Name:** AFFORDABLE TREE SERVICE LLC **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
	1147	INV	5/8/2024	5/8/2024	\$5,500.00	TRIM/REMOVAL		\$5,500.00			

	1150	INV	5/13/2024	5/13/2024	\$2,000.00	REMOVAL OF PINE TREE, CLE		\$2,000.00			
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Voucher(s): 2 **Aged Totals:** **Due** **\$7,500.00** **\$7,500.00** **\$0.00** **\$0.00** **\$0.00**

Vendor ID: 5115 **Name:** ALLSTATE PETERBILT OF DICKINSON **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	4604189898	INV	5/9/2024	5/9/2024	\$80.44	BELT-POLY 8 RIBS		\$80.44			

Voucher(s): 1 **Aged Totals:** **Due** **\$80.44** **\$80.44** **\$0.00** **\$0.00** **\$0.00**

Vendor ID: 9771 **Name:** AMAZON CAPITAL SERVICES **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
	111-1718363-1481821	INV	5/21/2024	5/21/2024	\$68.31	PROGRAMMING SUPPLIES & I		\$68.31			

	1YG7-16Y6-V1VK	INV	5/21/2024	5/21/2024	\$94.16	DIP		\$94.16			
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	111-4865352-5509007	INV	5/22/2024	5/22/2024	\$17.14	KIT REPLACEMENT -AV		\$17.14			
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	1G9D-7QR7-14WD	INV	5/23/2024	5/23/2024	\$117.96	DIP		\$117.96			
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	194V-FHJF-FNY9	INV	5/25/2024	5/25/2024	\$51.78	DIP		\$51.78			
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	1DVR-7L3X-D3QD	INV	5/25/2024	5/25/2024	\$290.89	DIP AV		\$290.89			
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	1DQ7-QL3Y-1FYR	INV	5/27/2024	5/27/2024	\$64.51	PROGRAMMING		\$64.51			
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Voucher(s): 7 **Aged Totals:** **Due** **\$704.75** **\$704.75** **\$0.00** **\$0.00** **\$0.00**

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

Section 2. Item C.

Vendor ID: 4278		Name: APEX				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	
	18615	INV	4/30/2024	4/30/2024	\$2,639.00	GENERAL OPERATING		\$2,639.00				
	18617	INV	4/30/2024	4/30/2024	\$5,215.72	202419 WRF PHASE 2 FACILIT		\$5,215.72				
	18618	INV	4/30/2024	4/30/2024	\$610.00	202420 WRF SCADA UPGRADI		\$610.00				
	202308 6	INV	5/28/2024	5/28/2024	\$3,175.68	202308 SUNDANCE COVE LIGI		\$3,175.68				
	202308 6 052824	INV	5/28/2024	5/28/2024	\$59,042.98	202308 SUNDANCE COVE LIGI		\$59,042.98				
							Due					
Voucher(s): 5							Aged Totals:	\$70,683.38	\$70,683.38	\$0.00	\$0.00	\$0.00

Vendor ID: 37		Name: AT&T				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	
	0304912147001 05132	INV	5/13/2024	5/13/2024	\$54.49	MONTHLY PHONE BILLING		\$54.49				
							Due					
Voucher(s): 1							Aged Totals:	\$54.49	\$54.49	\$0.00	\$0.00	\$0.00

Vendor ID: 5932		Name: AXON ENTERPRISE, INC				Class ID:			FED TAX CLAS: C- 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	
	INUS250285	INV	5/17/2024	5/17/2024	\$3,892.83	AXON BODY MOUNT, CARTRII		\$3,892.83				
							Due					
Voucher(s): 1							Aged Totals:	\$3,892.83	\$3,892.83	\$0.00	\$0.00	\$0.00

Vendor ID: 4886		Name: BADLANDS TRUCK WASH				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	
	7301	INV	5/16/2024	5/16/2024	\$60.00	BASIC WASH		\$60.00				
							Due					
Voucher(s): 1							Aged Totals:	\$60.00	\$60.00	\$0.00	\$0.00	\$0.00

Vendor ID: 9797		Name: BAESLER MITCH				Class ID:			FED TAX CLAS: EMPLOYEE REIMBURSE			
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	
	TUITION REIMB 05/24	INV	5/14/2024	5/14/2024	\$1,500.00	TUITION REIMBURSEMENT		\$1,500.00				
							Due					
Voucher(s): 1							Aged Totals:	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00

Vendor ID: 49		Name: BAKER & TAYLOR CO (GA)				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
	2038278130	INV	5/7/2024	5/7/2024	\$32.75	BILLINGS CO SCHOOL DISTRI		\$32.75			
	2038280898	INV	5/7/2024	5/7/2024	\$66.48	DIP CH		\$66.48			
	2038293880	INV	5/14/2024	5/14/2024	\$118.83	DIP TEEN		\$118.83			

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2038294102	INV	5/14/2024	5/14/2024	\$23.01	BC	\$23.01
2038297795	INV	5/15/2024	5/15/2024	\$267.62	DIP	\$267.62
2038305820	INV	5/20/2024	5/20/2024	\$506.95	BC	\$506.95
2038305822	INV	5/20/2024	5/20/2024	\$714.44	DIP	\$714.44

Voucher(s): 7	Aged Totals:	Due			
		\$1,730.08	\$1,730.08	\$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
	78757	INV	5/16/2024	5/16/2024	\$1,669.00	J MOSER VEST		\$1,669.00			
	79240	INV	5/16/2024	5/16/2024	\$342.38	T WEILER VEST		\$342.38			
	79292-1	INV	5/16/2024	5/16/2024	\$119.50	SS POLYESTER ARMORSKIN		\$119.50			
	79399-1	INV	5/16/2024	5/16/2024	\$137.90	MISC CLOTHING FOR POLICE		\$137.90			
	79439-1	INV	5/24/2024	5/24/2024	\$1,369.00	MAY 2024 EQU		\$1,369.00			
	78260-1	INV	5/28/2024	5/28/2024	\$2,598.00	SPIKE STRIPS		\$2,598.00			

Voucher(s): 6	Aged Totals:	Due			
		\$6,235.78	\$6,235.78	\$0.00	\$0.00

Vendor ID: 1495 **Name:** BARANKO BROS 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
	202313 2	INV	5/28/2024	5/28/2024	\$823,481.21	202313 CELL 3B-5 EAST SIDE		\$823,481.21			

Voucher(s): 1	Aged Totals:	Due			
		\$823,481.21	\$823,481.21	\$0.00	\$0.00

Vendor ID: 9728 **Name:** BELFIELD THEATER and PERFORMANCE CENTE **Class ID:** 1099 **FED TAX CLAS:** OTHER-NOT SPECIFIED

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
	GRANT FUNDS 2024	INV	5/29/2024	5/29/2024	\$1,600.00	GRANT FUNDS 2024		\$1,600.00			

Voucher(s): 1	Aged Totals:	Due			
		\$1,600.00	\$1,600.00	\$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
	87212	INV	5/15/2024	5/15/2024	\$276.00	TROUBLESHOOT & REPAIR LI		\$276.00			
	87215	INV	5/15/2024	5/15/2024	\$120.00	HOOK UP MOTOR		\$120.00			

Voucher(s): 2	Aged Totals:	Due			
		\$396.00	\$396.00	\$0.00	\$0.00

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Vendor ID: 5996		Name: BIG HORN TIRE, INC					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	
	19212	INV	3/4/2024	3/4/2024	\$52.00	ND TRUCK TIRE LABOR				\$52.00		
	19564	INV	5/17/2024	5/17/2024	\$371.10	FLAT REPAIR #R-1		\$371.10				
							Due					
Voucher(s): 2		Aged Totals:						\$423.10	\$371.10	\$0.00	\$52.00	\$0.00
Vendor ID: 9859		Name: BISMARCK HOTEL & CONFERENCE CENTER					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	
	330	INV	2/8/2024	2/8/2024	\$288.90	GUEST SERVICES					\$288.90	
							Due					
Voucher(s): 1		Aged Totals:						\$288.90	\$0.00	\$0.00	\$0.00	\$288.90
Vendor ID: 4390		Name: BRAUN DISTRIBUTING					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	
	361845	INV	5/15/2024	5/15/2024	\$160.60	MISC ITEMS FOR PW WEEK		\$160.60				
	37988	INV	5/16/2024	5/16/2024	\$29.85	4 5 GAL SPRING WATER		\$29.85				
	36459	INV	5/23/2024	5/23/2024	\$29.85	3 5 GAL SPRING WATERS		\$29.85				
							Due					
Voucher(s): 3		Aged Totals:						\$220.30	\$220.30	\$0.00	\$0.00	\$0.00
Vendor ID: 9574		Name: BURNS & McDONNELL ENGINEERING Co.					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	
	165820-3	INV	5/16/2024	5/16/2024	\$67,874.84	202216 BALER BUILDING EXP/		\$67,874.84				
							Due					
Voucher(s): 1		Aged Totals:						\$67,874.84	\$67,874.84	\$0.00	\$0.00	\$0.00
Vendor ID: 96		Name: BUTLER MACHINERY CO					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	
	09PS0359175	INV	5/15/2024	5/15/2024	\$178.46	CAT ELC-1 GAL		\$178.46				
							Due					
Voucher(s): 1		Aged Totals:						\$178.46	\$178.46	\$0.00	\$0.00	\$0.00
Vendor ID: TEMP000542		Name: CAMPOY, DIEGO					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	
	UTPAY526	INV	5/21/2024	5/21/2024	\$71.19	Utility Account: 1013470.017		\$71.19				
							Due					
Voucher(s): 1		Aged Totals:						\$71.19	\$71.19	\$0.00	\$0.00	\$0.00
Vendor ID: 610		Name: CARQUEST AUTO PARTS STORES					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	

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2781-416248	CRM	5/16/2024		(\$163.98)	RETURN WINDOW MOTORS		(\$163.98)
2781-416117	INV	5/14/2024	5/14/2024	\$9.33	LICENSE HARDWARE, MINI BL		\$9.33
2781-416192	INV	5/15/2024	5/15/2024	\$81.99	WINDOW MOTOR W/REG		\$81.99
2781-416244	INV	5/16/2024	5/16/2024	\$160.40	WINDOW MOTORS		\$160.40
2781-416254	INV	5/16/2024	5/16/2024	\$3.58	WINDOW MOTORS		\$3.58
2781-416396	INV	5/20/2024	5/20/2024	\$120.00	24 CANS BRAKLEEN		\$120.00
2781-416457	INV	5/21/2024	5/21/2024	\$245.21	MISC OIL FILTERS FOR SHOP		\$245.21
2781-416623	INV	5/24/2024	5/24/2024	\$229.11	BATTERY -CORE RETURN		\$229.11

Voucher(s): 8	Aged Totals:	<u>Due</u>	\$685.64	\$685.64	\$0.00	\$0.00	\$0.00
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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
	84284075	INV	5/10/2024	5/10/2024	\$103.46	DIP		\$103.46			
	84284678	INV	5/10/2024	5/10/2024	\$50.98	SLOPE		\$50.98			
	84285377	INV	5/10/2024	5/10/2024	\$108.71	SLOPE		\$108.71			
	84359301	INV	5/22/2024	5/22/2024	\$54.73	SLOPE		\$54.73			

Voucher(s): 4	Aged Totals:	<u>Due</u>	\$317.88	\$317.88	\$0.00	\$0.00	\$0.00
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Vendor ID: 113 **Name:** CHARBONNEAU CAR 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
	60612	INV	5/8/2024	5/8/2024	\$230.50	WORK DONE ON 2021 RAM		\$230.50			

Voucher(s): 1	Aged Totals:	<u>Due</u>	\$230.50	\$230.50	\$0.00	\$0.00	\$0.00
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Vendor ID: 5223 **Name:** CHI ST ALEXIUS DICKINSON **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
	DPD 24-2666 24-3124	INV	4/30/2024	4/30/2024	\$320.00	BLOOD DRAWS		\$320.00			

Voucher(s): 1	Aged Totals:	<u>Due</u>	\$320.00	\$320.00	\$0.00	\$0.00	\$0.00
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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
	2210793	INV	5/8/2024	5/8/2024	\$352.00	NS-1 ROSE NICHE FRONT		\$352.00			
	2211887	INV	5/9/2024	5/9/2024	\$352.00	NS-1 ROSE NICHE FRONT		\$352.00			
	2211888	INV	5/9/2024	5/9/2024	\$352.00	NS-1 ROSE NICHE FRONT		\$352.00			

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2214718	INV	5/15/2024	5/15/2024	\$567.00	CF-3 ROSE CRYPT FRONT	\$567.00
2214741	INV	5/15/2024	5/15/2024	\$453.00	CF-1 CRYPT FRONT	\$453.00

				Due					
Voucher(s): 5	Aged Totals:				\$2,076.00	\$2,076.00	\$0.00	\$0.00	\$0.00

Vendor ID: 6302 **Name:** COLLABORATIVE SUMMER LIBRARY PROGRAM **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
	WOO300834	INV	5/3/2024	5/3/2024	\$45.47	SRP SHIRTS		\$45.47			

				Due					
Voucher(s): 1	Aged Totals:				\$45.47	\$45.47	\$0.00	\$0.00	\$0.00

Vendor ID: 5999 **Name:** DAKOTA BUSINESS SOLUTIONS **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
	1275	INV	4/25/2024	4/25/2024	\$1,671.27	03-29-24 STATEMENTS			\$1,671.27		
	1276	INV	5/1/2024	5/1/2024	\$1,867.82	04-20-24 STATEMENTS		\$1,867.82			
	1284	INV	5/20/2024	5/20/2024	\$1,662.91	04-30-24 STATEMENTS		\$1,662.91			

				Due					
Voucher(s): 3	Aged Totals:				\$5,202.00	\$3,530.73	\$1,671.27	\$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
	29991	INV	5/16/2024	5/16/2024	\$2,445.00	SLUDGE PUMP REPAIR		\$2,445.00			

				Due					
Voucher(s): 1	Aged Totals:				\$2,445.00	\$2,445.00	\$0.00	\$0.00	\$0.00

Vendor ID: 5070 **Name:** DECKER, SCOTT J **Class ID:** **FED TAX CLAS:** EMPLOYEE/COMMISIONER

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
	SD 052024	INV	5/20/2024	5/20/2024	\$164.16	EMPLOYEE EXP-SCOTT DECK		\$164.16			

				Due					
Voucher(s): 1	Aged Totals:				\$164.16	\$164.16	\$0.00	\$0.00	\$0.00

Vendor ID: 9828 **Name:** DIAMOND TRUCK EQUIPMENT LLC **Class ID:** 1099 **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	274	INV	5/13/2024	5/13/2024	\$1,491.70	LIFTGATE MOUNTS, LABOR		\$1,491.70			
	276	INV	5/13/2024	5/13/2024	\$3.52	RUBBER BUMPER 2 1/2' OD		\$3.52			

				Due					
Voucher(s): 2	Aged Totals:				\$1,495.22	\$1,495.22	\$0.00	\$0.00	\$0.00

Vendor ID: 131 **Name:** DICKINSON CONVENTION BUREAU **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

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STATE TREA MAY 24 INV 5/29/2024 5/29/2024 \$23,556.61 STATE TREAS OCC TAX-MAY \$23,556.61

Voucher(s): 1 **Aged Totals:** Due \$23,556.61 \$23,556.61 \$0.00 \$0.00 \$0.00

Vendor ID: 175 Name: DICKINSON PARKS & REC Class ID: FED TAX CLAS: GOVERNMENT NON PROFIT

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
	STATE TREA-MAY	INV	5/29/2024	5/29/2024	\$33,828.25	STATE TREA STATE AID -MAY		\$33,828.25			

Voucher(s): 1 **Aged Totals:** Due \$33,828.25 \$33,828.25 \$0.00 \$0.00 \$0.00

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

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	1-182747	INV	5/10/2024	5/10/2024	\$227.20	NS OTHER PART		\$227.20			
	1-182753	INV	5/10/2024	5/10/2024	\$65.00	INSTALL CUSTOMER TPMS SE		\$65.00			
	1-GS182838	INV	5/15/2024	5/15/2024	\$826.12	NEW TIRES FOR 2019 PD INTE		\$826.12			

Voucher(s): 3 **Aged Totals:** Due \$1,118.32 \$1,118.32 \$0.00 \$0.00 \$0.00

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

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	27326	INV	5/16/2024	5/16/2024	\$262.50	REMOVE WORN CUTTING EDI		\$262.50			

Voucher(s): 1 **Aged Totals:** Due \$262.50 \$262.50 \$0.00 \$0.00 \$0.00

Vendor ID: 9837 Name: EAPC ARCHITECTS ENGINEERS 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
	57131	INV	5/3/2024	5/3/2024	\$11,500.00	202409 DKSN FIRE STATION #		\$11,500.00			

Voucher(s): 1 **Aged Totals:** Due \$11,500.00 \$11,500.00 \$0.00 \$0.00 \$0.00

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

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	RE 052424	INV	5/24/2024	5/24/2024	\$28.14	EMPLOYEE EXP-ROBERT EBE		\$28.14			
	RE 052424 A	INV	5/24/2024	5/24/2024	\$49.58	EMPLOYEE EXP-ROBERT EBE		\$49.58			

Voucher(s): 2 **Aged Totals:** Due \$77.72 \$77.72 \$0.00 \$0.00 \$0.00

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
	101799	INV	4/17/2024	4/17/2024	\$3,621.00	INSTALL MOTORALAS		\$3,621.00			
	101924	INV	5/17/2024	5/17/2024	\$510.00	THICK ROOF COAX KIT, MAG (\$510.00			

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101929 INV 5/20/2024 5/20/2024 \$75.00 RADIO PROGRAMMING FEE \$75.00

Voucher(s): 3		Aged Totals:	Due			
			\$4,206.00	\$585.00	\$3,621.00	\$0.00
				\$0.00	\$0.00	\$0.00

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

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	906477312	INV	5/22/2024	5/22/2024	\$19,650.62	3938 GAL BIOXIDE		\$19,650.62			

Voucher(s): 1		Aged Totals:	Due			
			\$19,650.62	\$19,650.62	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00

Vendor ID: 221 **Name:** FEDERAL EXPRESS **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
	8-493-79258	INV	5/8/2024	5/8/2024	\$19.91	SHIPPING OF PACKAGE		\$19.91			
	8-500-29361	INV	5/15/2024	5/15/2024	\$31.25	SHIPPING OF PACKAGE		\$31.25			

Voucher(s): 2		Aged Totals:	Due			
			\$51.16	\$51.16	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00

Vendor ID: 6214 **Name:** FEININGER ELECTRIC WORKS LLC **Class ID:** 1099 **FED TAX CLAS:** LLC

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2210	INV	5/21/2024	5/21/2024	\$1,295.70	ALUMINUM, BUTT SPLICES, L/		\$1,295.70			

Voucher(s): 1		Aged Totals:	Due			
			\$1,295.70	\$1,295.70	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00

Vendor ID: 826 **Name:** FLOOR TO CEILING STORE **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
	CG406206	INV	4/30/2024	4/30/2024	\$201.60	2'X2' SLT		\$201.60			

Voucher(s): 1		Aged Totals:	Due			
			\$201.60	\$201.60	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00

Vendor ID: 5629 **Name:** FOWLER, DENVER **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
	DF 052324	INV	5/23/2024	5/23/2024	\$100.00	EMPLOYEE EXP-DENVER FOV		\$100.00			

Voucher(s): 1		Aged Totals:	Due			
			\$100.00	\$100.00	\$0.00	\$0.00
				\$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
	16967	INV	5/20/2024	5/20/2024	\$2,465.94	05-16-24 DICKINSON-SHAKOP		\$2,465.94			

Voucher(s): 1		Aged Totals:	Due			
			\$2,465.94	\$2,465.94	\$0.00	\$0.00
				\$0.00	\$0.00	\$0.00

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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	
	027846667	INV	5/3/2024	5/3/2024	\$127.16	CROSS FR MENS STATION PA		\$127.16				
	027885103	INV	5/8/2024	5/8/2024	\$127.16	CLOTHING FOR FIRE DEPT		\$127.16				
	027895179	INV	5/9/2024	5/9/2024	\$121.52	CLOTHING FOR FIRE DEPT		\$121.52				
							Due					
Voucher(s): 3		Aged Totals:						\$375.84	\$375.84	\$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	
	11073588	INV	5/15/2024	5/15/2024	\$16.89	GRASS DEFL		\$16.89				
	11074889	INV	5/16/2024	5/16/2024	\$1,102.36	MOWER BLADE, BLADE SPIN		\$1,102.36				
	11078036	INV	5/21/2024	5/21/2024	\$307.23	WASHER, SPINDLE ASSBLY, C		\$307.23				
							Due					
Voucher(s): 3		Aged Totals:						\$1,426.48	\$1,426.48	\$0.00	\$0.00	\$0.00

Vendor ID: 4960		Name: HANSON, MIKE					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	
	MH 052324	INV	5/23/2024	5/23/2024	\$94.50	EMPLOYEE EXP-MICHAEL HAI		\$94.50				
							Due					
Voucher(s): 1		Aged Totals:						\$94.50	\$94.50	\$0.00	\$0.00	\$0.00

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	
	SI031956	INV	5/14/2024	5/14/2024	\$620.00	POWERSHINE 55 GAL		\$620.00				
							Due					
Voucher(s): 1		Aged Totals:						\$620.00	\$620.00	\$0.00	\$0.00	\$0.00

Vendor ID: 6029		Name: IMS, 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	
	171014	INV	5/3/2024	5/3/2024	\$3,243.00	MISC GLOVES		\$3,243.00				
							Due					
Voucher(s): 1		Aged Totals:						\$3,243.00	\$3,243.00	\$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
	4490261	INV	4/17/2024	4/17/2024	\$28.22	COCOA, REG			\$28.22		
	4520263	INV	4/22/2024	4/22/2024	\$16.94	DISINFECTANT, 4IN1			\$16.94		

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Voucher(s): 2	Aged Totals:	Due							
		\$45.16	\$0.00	\$45.16	\$0.00	\$0.00			

Vendor ID: 4381 **Name:** J & J OPERATING 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
	S208529	INV	5/21/2024	5/21/2024	\$194.06	AUTO SLACK		\$194.06			

Voucher(s): 1	Aged Totals:	Due							
		\$194.06	\$194.06	\$0.00	\$0.00	\$0.00			

Vendor ID: 293 **Name:** JEROMES DISTRIBUTING INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	2047369	INV	5/13/2024	5/13/2024	\$70.80	8 KANDIYOHI 5 GAL DRINKING		\$70.80			
	2047747	INV	5/22/2024	5/22/2024	\$57.60	6 KANDIYOHI 5 GAL DRIN WA1		\$57.60			

Voucher(s): 2	Aged Totals:	Due							
		\$128.40	\$128.40	\$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
	10204319	INV	3/18/2024	3/18/2024	\$1,024.09	202301 2023 ROAD MAINTENA				\$1,024.09	

Voucher(s): 1	Aged Totals:	Due							
		\$1,024.09	\$0.00	\$0.00	\$1,024.09	\$0.00			

Vendor ID: 321 **Name:** KOLLING & KOLLING INC **Class ID:** 1099 **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	051624	INV	5/16/2024	5/16/2024	\$8,750.00	REMOVAL OF WALL, ADD NEV		\$8,750.00			

Voucher(s): 1	Aged Totals:	Due							
		\$8,750.00	\$8,750.00	\$0.00	\$0.00	\$1,024.09			

Vendor ID: 341 **Name:** LAWSON PRODUCTS 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
	9311509614	INV	5/3/2024	5/3/2024	\$1,714.30	DRILL BIT SETS, ELBOWS, NY		\$1,714.30			
	9311529393	INV	5/10/2024	5/10/2024	\$129.34	CUT OFF WHEEL		\$129.34			

Voucher(s): 2	Aged Totals:	Due							
		\$1,843.64	\$1,843.64	\$0.00	\$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
	142443	INV	5/15/2024	5/15/2024	\$153.00	CLOTHING ORDERED-MARK 5		\$153.00			
	142502	INV	5/17/2024	5/17/2024	\$195.00	CLOTHING ORDERED-TWARD		\$195.00			

Voucher(s): 2	Aged Totals:	Due							
		\$348.00	\$348.00	\$0.00	\$0.00				

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Vendor ID: 4343	Name: M&T FIRE AND SAFETY	Class ID:	FED TAX CLAS:
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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
	11926	INV	4/24/2024	4/24/2024	\$1,220.00	ENFORCER ONE, FIREBULL C			\$1,220.00		

Voucher(s): 1	Aged Totals:	Due				
		\$1,220.00	\$0.00	\$1,220.00	\$0.00	\$0.00

Vendor ID: 4828	Name: MENARDS	Class ID:	FED TAX CLAS:
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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
	47066	INV	5/8/2024	5/8/2024	\$85.96	STREAM WATERING TOOL, XI		\$85.96			
	47395	INV	5/13/2024	5/13/2024	\$54.99	FVP U1L 340V 6 MO, BATTERY		\$54.99			
	47402	INV	5/14/2024	5/14/2024	\$81.99	SC PASSAGE SATUREN LVR C		\$81.99			
	47439	INV	5/14/2024	5/14/2024	\$30.93	WAVE PETUNIA, FLOWERING		\$30.93			
	47484	INV	5/15/2024	5/15/2024	\$117.16	24" MULTI SURF, ROUGH SUR		\$117.16			
	47490	INV	5/15/2024	5/15/2024	\$16.97	ALNICO HORSESHOE MAGNE		\$16.97			
	47564	INV	5/15/2024	5/15/2024	\$56.26	SUPER GEL, KLEENEX, PAINT		\$56.26			
	47525	INV	5/16/2024	5/16/2024	\$15.90	16 QT STORAGE BOXE, GORIL		\$15.90			
	47545	INV	5/16/2024	5/16/2024	\$48.90	TRIBALL MOUNT, BLANKPLAT		\$48.90			
	47741	INV	5/20/2024	5/20/2024	\$269.23	RENAOT, W&G CONC, BULLS		\$269.23			
	47782	INV	5/21/2024	5/21/2024	\$22.86	J-B WELD CLEAR SYRINGE, P		\$22.86			
	47871	INV	5/22/2024	5/22/2024	\$59.91	ZEVO FLYING INSECT TRAPS		\$59.91			
	47888	INV	5/22/2024	5/22/2024	\$29.97	EXTREME COMFORT MATS		\$29.97			
	47924	INV	5/23/2024	5/23/2024	\$384.68	1"X10' EMT CONDUIT, SMAR P		\$384.68			

Voucher(s): 14	Aged Totals:	Due				
		\$1,275.71	\$1,275.71	\$0.00	\$0.00	\$0.00

Vendor ID: 1732	Name: MIDWEST TAPE	Class ID:	FED TAX CLAS:
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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
	505484088	INV	5/17/2024	5/17/2024	\$131.18	DIP CH AV		\$131.18			
	505484089	INV	5/17/2024	5/17/2024	\$173.96	DIP AV		\$173.96			
	505484801	INV	5/17/2024	5/17/2024	\$113.96	BC AV		\$113.96			
	505484802	INV	5/17/2024	5/17/2024	\$122.21	BILLINGS CO SCHOOL DISTRI		\$122.21			
	505509836	INV	5/22/2024	5/22/2024	\$98.96	DIP AV		\$98.96			
	505509838	INV	5/22/2024	5/22/2024	\$41.24	DIP CH AV		\$41.24			

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505509839 INV 5/22/2024 5/22/2024 \$25.49 BC AV \$25.49

Voucher(s): 7		Aged Totals:	Due	\$707.00	\$707.00	\$0.00	\$0.00	\$0.00
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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
	1252205	INV	5/14/2024	5/14/2024	\$145.00	CHEMICALS		\$145.00			
	1252591	INV	5/16/2024	5/16/2024	\$145.00	CHEMICALS		\$145.00			
	1252599	INV	5/16/2024	5/16/2024	\$293.50	CHEMICALS		\$293.50			
	1252606	INV	5/16/2024	5/16/2024	\$145.00	CHEMICALS		\$145.00			
	1252820	INV	5/17/2024	5/17/2024	\$49.00	CHEMICALS		\$49.00			
	1253698	INV	5/23/2024	5/23/2024	\$145.00	CHEMICALS		\$145.00			
	1253710	INV	5/23/2024	5/23/2024	\$293.50	CHEMICALS		\$293.50			
	1253961	INV	5/24/2024	5/24/2024	\$49.00	CHEMICALS		\$49.00			

Voucher(s): 8		Aged Totals:	Due	\$1,265.00	\$1,265.00	\$0.00	\$0.00	\$0.00
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Vendor ID: 9858 **Name:** MOBILE EXTINGUISHER SALES & SERVICE **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
	031	INV	5/20/2024	5/20/2024	\$612.00	EXTINGUISHER INSPECTIONS		\$612.00			
	033	INV	5/20/2024	5/20/2024	\$1,365.00	EXTINGUISHER INSPECTIONS		\$1,365.00			
	035	INV	5/20/2024	5/20/2024	\$876.00	EXTINGUISHER INSPECTIONS		\$876.00			
	036	INV	5/20/2024	5/20/2024	\$54.00	EXTINGUISHER INSPECTIONS		\$54.00			
	037	INV	5/20/2024	5/20/2024	\$36.00	EXTINGUISHER INSPECTIONS		\$36.00			
	038	INV	5/20/2024	5/20/2024	\$584.00	EXTINGUISHER INSPECTIONS		\$584.00			
	039	INV	5/20/2024	5/20/2024	\$18.00	EXTINGUISHER INSPECTIONS		\$18.00			
	040	INV	5/20/2024	5/20/2024	\$2,018.00	EXTINGUISHER INSPECTIONS		\$2,018.00			
	041	INV	5/20/2024	5/20/2024	\$175.00	EXTINGUISHER INSPECTIONS		\$175.00			
	042	INV	5/20/2024	5/20/2024	\$1,323.00	EXTINGUISHER INSPECTIONS		\$1,323.00			
	043	INV	5/20/2024	5/20/2024	\$202.00	EXTINGUISHER INSPECTIONS		\$202.00			
	044	INV	5/20/2024	5/20/2024	\$118.00	EXTINGUISHER INSPECTIONS		\$118.00			
	045	INV	5/20/2024	5/20/2024	\$411.00	EXTINGUISHER INSPECTIONS		\$411.00			
	046	INV	5/20/2024	5/20/2024	\$665.00	EXTINGUISHER INSPECTIONS		\$665.00			

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047	INV	5/20/2024	5/20/2024	\$317.00	EXTINGUISHER INSPECTIONS	\$317.00
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Voucher(s): 15	Aged Totals:	<u>Due</u>	\$8,774.00	\$8,774.00	\$0.00	\$0.00	\$0.00
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Vendor ID: 380	Name: MONTANA-DAKOTA UTILITY	Class ID:	FED TAX CLAS:
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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
	578 063 0720 3	INV	5/1/2024	5/1/2024	\$17.51	222 2ND ST W		\$17.51			
	236 829 4289 3	INV	5/3/2024	5/3/2024	\$79.96	1150 STATE AVE STREET LIGI		\$79.96			
	411 633 3532 0	INV	5/3/2024	5/3/2024	\$124.45	1340 1/2 W VILLARD ST		\$124.45			
	115 654 8615 3	INV	5/7/2024	5/7/2024	\$257.82	1685 1/2 W 19TH ST		\$257.82			
	192 439 3720 8	INV	5/7/2024	5/7/2024	\$71.75	1791 21ST ST E		\$71.75			
	824 718 6909 7	INV	5/7/2024	5/7/2024	\$98.58	676 12TH ST W		\$98.58			
	849 981 1089 8	INV	5/7/2024	5/7/2024	\$23.13	1851 15TH ST W		\$23.13			
	006 522 1000 6	INV	5/9/2024	5/9/2024	\$133.51	620 W BROADWAY WATER VE		\$133.51			
	080 727 4399 3	INV	5/9/2024	5/9/2024	\$80.33	481 1/2 RIVER DR		\$80.33			
	163 633 4305 0	INV	5/9/2024	5/9/2024	\$234.55	500 EAST BROADWAY (GEN)		\$234.55			
	365 814 2853 3	INV	5/9/2024	5/9/2024	\$184.40	11470 HIGHWAY 10		\$184.40			
	528 381 4575 4	INV	5/9/2024	5/9/2024	\$228.25	615 W BROADWAY (GEN)		\$228.25			
	582 795 8573 9	INV	5/9/2024	5/9/2024	\$48.77	103 SE 3RD ST (GEN)		\$48.77			
	63519672388	INV	5/9/2024	5/9/2024	\$49.76	W BROADWAY #7 (GEN)		\$49.76			
	87599896864	INV	5/9/2024	5/9/2024	\$185.10	625 W BROADWAY (GEN)		\$185.10			
	946 088 8119 2	INV	5/9/2024	5/9/2024	\$156.00	811 W BROADWAY BLG B WA		\$156.00			
	024 722 1000 0	INV	5/13/2024	5/13/2024	\$220.28	901 LIVESTOCK LN		\$220.28			
	253 968 2546 2	INV	5/13/2024	5/13/2024	\$4,529.14	485 10TH AVE SE		\$4,529.14			
	254 588 3855 1	INV	5/13/2024	5/13/2024	\$28,069.59	10816 38TH ST SW		\$28,069.59			
	585 822 1000 9	INV	5/13/2024	5/13/2024	\$356.83	1795 E VILLARD ST		\$356.83			
	634 715 6883 0 09/19	INV	5/13/2024	5/13/2024	\$77.06	366 1/2 SE 8TH ST		\$77.06			
	690 913 1000 8	INV	5/13/2024	5/13/2024	\$53.30	1591 SW 8TH ST		\$53.30			
	860 043 1000 8	INV	5/13/2024	5/13/2024	\$43.61	611 6TH AVE SE		\$43.61			
	913 822 1000 2	INV	5/13/2024	5/13/2024	\$206.50	6 LIFT STAT		\$206.50			
	960 043 1000 7	INV	5/13/2024	5/13/2024	\$40.27	SW 8TH ST		\$40.27			

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131 032 1000 4	INV	5/15/2024	5/15/2024	\$227.06	601E 4TH AV WATER TOWER	\$227.06
190 502 4626 3	INV	5/15/2024	5/15/2024	\$712.45	3411 PUBLIC WORKS BLVD	\$712.45
264 295 4416 1	INV	5/15/2024	5/15/2024	\$145.03	498 1/2 W VILLARD ST	\$145.03
292 514 6934 1	INV	5/15/2024	5/15/2024	\$170.88	38 W 1ST ST GEN	\$170.88
310 672 9512 6	INV	5/15/2024	5/15/2024	\$114.95	801 1/2 E VILLARD ST	\$114.95
325 323 1000 3	INV	5/15/2024	5/15/2024	\$1,792.49	3389 ENERGY CENTER DR	\$1,792.49
369 922 1000 9	INV	5/15/2024	5/15/2024	\$357.93	E 8TH AVE EAST	\$357.93
421 922 1000 5	INV	5/15/2024	5/15/2024	\$41.12	E VILLARD ST CROSSWALK LI	\$41.12
482 775 9172 2	INV	5/15/2024	5/15/2024	\$114.55	3405 PUBLIC WORKS BLVD	\$114.55
497 240 6791 0	INV	5/15/2024	5/15/2024	\$5.33	22 1/2 E 3RD ST	\$5.33
513 939 3150 9	INV	5/15/2024	5/15/2024	\$78.67	11 1/2 4TH AVE E	\$78.67
516 822 1000 3	INV	5/15/2024	5/15/2024	\$975.07	25 2ND AVE W	\$975.07
582 020 9108 6	INV	5/15/2024	5/15/2024	\$123.05	104 1/2 W VILLARD ST	\$123.05
677 822 1000 8	INV	5/15/2024	5/15/2024	\$69.05	SIMS ST DOWNTOWN PARK	\$69.05
681 038 0090 7	INV	5/15/2024	5/15/2024	\$125.49	3405 PUBLIC WORKS BLVD (G	\$125.49
728 198 3772 4	INV	5/15/2024	5/15/2024	\$133.72	950 1/2 W VILLARD ST	\$133.72
773 690 7663 1	INV	5/15/2024	5/15/2024	\$731.94	122 1ST AVE W	\$731.94
829 968 3952 6	INV	5/15/2024	5/15/2024	\$2,914.80	38 1ST ST W	\$2,914.80
947 822 1000 2	INV	5/15/2024	5/15/2024	\$58.13	SIMS ST TRAFFIC LIGHT	\$58.13
995 822 1000 3	INV	5/15/2024	5/15/2024	\$23.30	233 W VILLARD ST	\$23.30
355 032 1000 3	INV	5/16/2024	5/16/2024	\$1,244.74	450 10TH AVE E 3 UND WATEI	\$1,244.74
069 243 1000 3	INV	5/17/2024	5/17/2024	\$151.97	229 E MUSEUM DR POST PAR	\$151.97
120 132 1000 5	INV	5/17/2024	5/17/2024	\$34.58	E 10TH ST	\$34.58
179 575 1883 4	INV	5/17/2024	5/17/2024	\$804.94	188 E MUSEUM DR APT B	\$804.94
274 132 1000 9	INV	5/17/2024	5/17/2024	\$112.08	200 E MUSEUM DR PRARIE OL	\$112.08
284 132 1000 7	INV	5/17/2024	5/17/2024	\$167.56	W 12TH ST ST LITES 3RD AVE	\$167.56
298 563 1000 7	INV	5/17/2024	5/17/2024	\$143.03	611 10TH AVE E	\$143.03
474 132 1000 7	INV	5/17/2024	5/17/2024	\$391.45	198 E MUSEUM DR APT A	\$391.45
529 279 6569 0	INV	5/17/2024	5/17/2024	\$83.34	2115 E 10TH AVE	\$83.34

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574 132 1000 6	INV	5/17/2024	5/17/2024	\$207.29	188 MUSEUM DR E	\$207.29
612 823 1000 4	INV	5/17/2024	5/17/2024	\$59.08	209 R MUSEUM DR	\$59.08
674 132 1000 5	INV	5/17/2024	5/17/2024	\$1,052.53	46 W MUSEUM DR	\$1,052.53
800 132 1000 2	INV	5/17/2024	5/17/2024	\$41.35	E 10TH ST FIRE SIREN CEMET	\$41.35
900 132 1000 1	INV	5/17/2024	5/17/2024	\$34.50	E 10TH ST CEMETARY	\$34.50
968 373 1000 0	INV	5/17/2024	5/17/2024	\$645.67	LIFT STATION 1071 SIMS ST	\$645.67
198 874 5490 8	INV	5/22/2024	5/22/2024	\$28.11	2884 FAIRWAY ST	\$28.11
256 583 1000 5	INV	5/22/2024	5/22/2024	\$104.64	2601 STATES BL STREET LIGHT	\$104.64
260 043 1000 4	INV	5/22/2024	5/22/2024	\$44.29	2006 FAIRWAY ST	\$44.29
597 333 1000 3	INV	5/22/2024	5/22/2024	\$159.20	2001 FAIRWAY ST REC CENTE	\$159.20
640 322 1000 3	INV	5/22/2024	5/22/2024	\$68.01	W VILLARD ST STOP LIGHTS	\$68.01
755 153 1000 3	INV	5/22/2024	5/22/2024	\$162.40	2171 EMPIRE ROAD	\$162.40
755 573 1000 2	INV	5/22/2024	5/22/2024	\$172.28	2433 1/2 W 4TH ST	\$172.28
802 463 1000 9	INV	5/22/2024	5/22/2024	\$376.38	2693 FAIRWAY ST	\$376.38
855 153 1000 2	INV	5/22/2024	5/22/2024	\$130.43	451 W 23RD AVE	\$130.43

Voucher(s): 69	Aged Totals:					Due				
						\$50,905.31	\$50,905.31	\$0.00	\$0.00	\$0.00

Vendor ID: 6254	Name: ND DEPT OF ENVIROMENTAL QUALITY					Class ID:	FED TAX CLAS: STATE GOVERNMENT				
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	OPCERT-3378	INV	5/21/2024	5/21/2024	\$50.00	BD IOERATIR EXAN FEES		\$50.00			

Voucher(s): 1	Aged Totals:					Due				
						\$50.00	\$50.00	\$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
	2024051008	INV	5/10/2024	5/10/2024	\$86.06	TEXT BOOKS FOR FIRE DEPT		\$86.06			

Voucher(s): 1	Aged Totals:					Due				
						\$86.06	\$86.06	\$0.00	\$0.00	\$0.00

Vendor ID: 5011	Name: ND POST BOARD					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
	13663	INV	5/24/2024	5/24/2024	\$150.00	PSYCH EVAL		\$150.00			
	13664	INV	5/24/2024	5/24/2024	\$150.00	PSYCH EVAL		\$150.00			
	13665	INV	5/24/2024	5/24/2024	\$150.00	PSYCH EVAL		\$150.00			

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13666	INV	5/24/2024	5/24/2024	\$150.00	PSYCH EVAL	\$150.00
05292024	INV	5/29/2024	5/29/2024	\$180.00	LICENSING FEES FOR 4 NEW	\$180.00
052924 CLAXTON	INV	5/29/2024	5/29/2024	\$25.00	TESTING FEE, REQ TO OBTAIN	\$25.00

Voucher(s): 6	Aged Totals:	<u>Due</u>	\$805.00	\$805.00	\$0.00	\$0.00	\$0.00
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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
	X104042750:01	INV	5/13/2024	5/13/2024	\$199.17	SENSOR, SWITCH, SENSOR V	\$199.17				

Voucher(s): 1	Aged Totals:	<u>Due</u>	\$199.17	\$199.17	\$0.00	\$0.00	\$0.00
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Vendor ID: 6235 **Name:** NEW HRADEC CATHOLIC WORKMAN **Class ID:** **FED TAX CLAS:** NONPROFIT FRATERNAL

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
	GRANT FUNDS 2024	INV	5/29/2024	5/29/2024	\$5,000.00	GRANT FUNDS 2024	\$5,000.00				

Voucher(s): 1	Aged Totals:	<u>Due</u>	\$5,000.00	\$5,000.00	\$0.00	\$0.00	\$0.00
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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
	391096/1	INV	5/13/2024	5/13/2024	\$1.61	ELBOW 90PVC 40	\$1.61				
	391143/1	INV	5/14/2024	5/14/2024	\$1.79	ADAPTER SCH 40 PVC	\$1.79				
	391288/1	INV	5/20/2024	5/20/2024	\$17.98	DRAIN BOILER BRASS 1/2 MP	\$17.98				
	391309/1	INV	5/21/2024	5/21/2024	\$193.47	KILLER WEED & GRASS 1 GAL	\$193.47				

Voucher(s): 4	Aged Totals:	<u>Due</u>	\$214.85	\$214.85	\$0.00	\$0.00	\$0.00
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Vendor ID: 406 **Name:** NEWMAN SIGNS INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	TRFINV053956	INV	5/17/2024	5/17/2024	\$436.60	MISC SIGNS FOR THE CITY OF	\$436.60				

Voucher(s): 1	Aged Totals:	<u>Due</u>	\$436.60	\$436.60	\$0.00	\$0.00	\$0.00
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Vendor ID: 435 **Name:** NORTHERN IMPROVEMENT CO(DIX) **Class ID:** **FED TAX CLAS:** S CORP

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	B 31892	INV	4/30/2024	4/30/2024	\$286.00	OMEGAMIX 1 TON TOTE	\$286.00				

Voucher(s): 1	Aged Totals:	<u>Due</u>	\$286.00	\$286.00	\$0.00	\$0.00	\$0.00
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 City of Dickinson

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Vendor ID: 437		Name: NORTHWEST 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	
	19051850	INV	5/16/2024	5/16/2024	\$39.89	TIRE REPAIR		\$39.89				
	2281151	INV	5/23/2024	5/23/2024	\$186.58	TIRE REPAIRS, SHOP SUPPLII		\$186.58				
							Due					
Voucher(s): 2		Aged Totals:						\$226.47	\$226.47	\$0.00	\$0.00	\$0.00
Vendor ID: 3390		Name: O'REILLY AUTO PARTS					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	
	1865-306003	INV	5/20/2024	5/20/2024	\$10.99	2 PK KEYLESS		\$10.99				
							Due					
Voucher(s): 1		Aged Totals:						\$10.99	\$10.99	\$0.00	\$0.00	\$0.00
Vendor ID: 4507		Name: OCLC 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	
	1000370060	INV	5/21/2024	5/21/2024	\$379.72	WEBDEWEY		\$379.72				
							Due					
Voucher(s): 1		Aged Totals:						\$379.72	\$379.72	\$0.00	\$0.00	\$0.00
Vendor ID: 2131		Name: OLYMPIC SALES 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	
	14671	INV	5/2/2024	5/2/2024	\$125.02	ASL ANIT SAIL MUD FLAP BRA		\$125.02				
	14689	INV	5/9/2024	5/9/2024	\$957.01	SPHERICAL BEARINGS, PROX		\$957.01				
	14587	INV	5/15/2024	5/15/2024	\$77.26	PARTS FOR SP INDSUTRIES C		\$77.26				
							Due					
Voucher(s): 3		Aged Totals:						\$1,159.29	\$1,159.29	\$0.00	\$0.00	\$0.00
Vendor ID: 2016		Name: OTIS ELEVATOR COMPANY					Class ID:		FED TAX CLAS: C 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	
	100400968995	INV	1/1/2024	1/1/2024	\$2,446.32	MAINTENANCE SERV 12122-1					\$2,446.32	
	100401360496	INV	1/1/2024	1/1/2024	\$2,531.76	MAINTENANCE SER 120123-11					\$2,531.76	
							Due					
Voucher(s): 2		Aged Totals:						\$4,978.08	\$0.00	\$0.00	\$0.00	\$4,978.08
Vendor ID: 9655		Name: PATRIOT FIRE & SAFETY					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	
	2283	INV	5/21/2024	5/21/2024	\$4,019.63	PRESSURE VALVE & FAN CLL		\$4,019.63				
							Due					
Voucher(s): 1		Aged Totals:						\$4,019.63	\$4,019.63	\$0.00	\$0.00	

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Vendor ID: 9711	Name: PLAYAWAY PRODUCTS LLC	Class ID:	FED TAX CLAS: C CORP
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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
	462780	INV	5/20/2024	5/20/2024	\$169.99	DIP CH AV		\$169.99			

Voucher(s): 1	Aged Totals:	<u>Due</u>			
		\$169.99	\$169.99	\$0.00	\$0.00

Vendor ID: 3491	Name: PRAIRIE AUTO PARTS INC	Class ID:	FED TAX CLAS:
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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
	011470	INV	5/13/2024	5/13/2024	\$556.98	IMPACT WRENCH, RATCHET		\$556.98			
	011521	INV	5/13/2024	5/13/2024	\$12.98	GM FORD LICENSE		\$12.98			
	011955	INV	5/15/2024	5/15/2024	\$20.45	FHP POWERATED BELT		\$20.45			
	012186	INV	5/17/2024	5/17/2024	\$40.90	FHP POWERATED BELTS		\$40.90			
	012828	INV	5/22/2024	5/22/2024	\$333.98	PADS AND ROTORS		\$333.98			
	012887	INV	5/22/2024	5/22/2024	\$15.99	SLIME TIRE SEALANT		\$15.99			
	012890	INV	5/22/2024	5/22/2024	\$164.75	RAIAL SEAL FILTER		\$164.75			

Voucher(s): 7	Aged Totals:	<u>Due</u>			
		\$1,146.03	\$1,146.03	\$0.00	\$0.00

Vendor ID: 466	Name: PUMP SYSTEMS LLC	Class ID:	FED TAX CLAS:
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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
	00405030	INV	5/6/2024	5/6/2024	\$58.37	HOSE, CLAMPS, FQC X HB		\$58.37			
	00405586	INV	5/16/2024	5/16/2024	\$18.34	PLUG 3/8 MPT SS		\$18.34			
	00405610	INV	5/16/2024	5/16/2024	\$68.01	VALVE 2" BRASS GATE		\$68.01			
	00405804	INV	5/21/2024	5/21/2024	\$353.65	QUICK COUP. POLY, BUSH PC		\$353.65			

Voucher(s): 4	Aged Totals:	<u>Due</u>			
		\$498.37	\$498.37	\$0.00	\$0.00

Vendor ID: 6012	Name: QUADIENT - POSTAGE FUNDING	Class ID:	FED TAX CLAS: C CORP
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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
	247571 051524	INV	5/15/2024	5/15/2024	\$2,000.00	POSTAGE		\$2,000.00			

Voucher(s): 1	Aged Totals:	<u>Due</u>			
		\$2,000.00	\$2,000.00	\$0.00	\$0.00

Vendor ID: 469	Name: QUALITY QUICK PRINT INC	Class ID:	FED TAX CLAS:
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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-19468	INV	5/8/2024	5/8/2024	\$575.00	CITY LOGO DECALS		\$575.00			
	PC-19627	INV	5/16/2024	5/16/2024	\$279.00	250 LEGACY SQUARE TABLE		\$279.00			

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915610	INV	5/17/2024	5/17/2024	\$28.00	LAMINATING		\$28.00
PC-19651	INV	5/22/2024	5/22/2024	\$525.00	25 SUMMER READING YARD		\$525.00
PC-19760	INV	5/23/2024	5/23/2024	\$340.00	CORRUGATED PLASTIC INSEI		\$340.00

Voucher(s): 5		Due			
	Aged Totals:	\$1,747.00	\$1,747.00	\$0.00	\$0.00

Vendor ID: 4946 **Name:** QUEST 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
	D77292-001	INV	5/9/2024	5/9/2024	\$256.37	3/4" MALE JIC, JIC 37 SW 45 EI		\$256.37			
	D86162-001	INV	5/23/2024	5/23/2024	\$204.42	JIC 37 SW 90 EL		\$204.42			

Voucher(s): 2		Due			
	Aged Totals:	\$460.79	\$460.79	\$0.00	\$0.00

Vendor ID: 4911 **Name:** RAMSEY 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
	052824	INV	5/28/2024	5/28/2024	\$150.00	ALTER JUDGE HOURS FOR C		\$150.00			

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

Vendor ID: 477 **Name:** RAYS AUTO 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
	574384	INV	5/17/2024	5/17/2024	\$249.53	R & R SHAFT ON MOTOR, SAL		\$249.53			

Voucher(s): 1		Due			
	Aged Totals:	\$249.53	\$249.53	\$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
	5074854	INV	5/9/2024	5/9/2024	\$252.04	TPMS SENSOR		\$252.04			
	5075342	INV	5/22/2024	5/22/2024	\$259.67	LAMP ASY REAR		\$259.67			
	5075343	INV	5/22/2024	5/22/2024	\$430.08	SHIELD , ENGINE SHIELD		\$430.08			
	661396/1	INV	5/23/2024	5/23/2024	\$163.90	WORK DONE ON 22 POLICE IN		\$163.90			

Voucher(s): 4		Due			
	Aged Totals:	\$1,105.69	\$1,105.69	\$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
	7947931	INV	5/13/2024	5/13/2024	\$419.98	IMPACT WRENCH, RATCHET		\$419.98			
	7950122	INV	5/15/2024	5/15/2024	\$104.25	AIR HOSE 5/8" OD X 3/8" ID		\$104.25			
	7950131	INV	5/15/2024	5/15/2024	\$504.17	MISC TOOLS		\$504.17			

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7950795	INV	5/16/2024	5/16/2024	\$27.93	7 LIQUID DISH SOAP	\$27.93
7951159	INV	5/16/2024	5/16/2024	\$286.72	SUPPLIES FOR LIFTS/WATER	\$286.72
7955912	INV	5/20/2024	5/20/2024	\$347.80	MOSQUITO FLY SPRAY, BRUS	\$347.80
7956309	INV	5/20/2024	5/20/2024	\$49.98	SHOVEL FLH ROUND POINT, 5	\$49.98
7957426	INV	5/21/2024	5/21/2024	\$197.93	HITCH PIN, READY TOW BALL	\$197.93

				Due					
Voucher(s): 8				Aged Totals:	\$1,938.76	\$1,938.76	\$0.00	\$0.00	\$0.00

Vendor ID: 505	Name: SANITATION PRODUCTS				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
	89140	INV	5/15/2024	5/15/2024	\$333.76	HOOKLIFT TARP		\$333.76			
				Due							
Voucher(s): 1				Aged Totals:	\$333.76	\$333.76	\$0.00	\$0.00	\$0.00		

Vendor ID: 641	Name: SCHMIDT REPAIR 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
	10700	INV	5/22/2024	5/22/2024	\$2,814.79	6 GAL 15W40 OIL AIR GOVERN		\$2,814.79			
				Due							
Voucher(s): 1				Aged Totals:	\$2,814.79	\$2,814.79	\$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
	411722	INV	5/17/2024	5/17/2024	\$389.78	BAND IT BRACKETS		\$389.78			
				Due							
Voucher(s): 1				Aged Totals:	\$389.78	\$389.78	\$0.00	\$0.00	\$0.00		

Vendor ID: 9667	Name: SOFTCHOICE CORPORATION				Class ID:		FED TAX CLAS: C CORP/ EXEMPT 5				
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
	91362880	INV	5/23/2024	5/23/2024	\$4,158.70	SYSCTRDATARCORE ALNG		\$4,158.70			
				Due							
Voucher(s): 1				Aged Totals:	\$4,158.70	\$4,158.70	\$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
	SX5-IE5014	INV	4/2/2024	4/2/2024	\$1,494.45	405 GAL WINTERMASTER			\$1,494.45		
	SX9 IJ1479	INV	5/17/2024	5/17/2024	\$27,730.00	4500 GAL UNLEADED, 5K ROA		\$27,730.00			
				Due							
Voucher(s): 2				Aged Totals:	\$29,224.45	\$27,730.00	\$1,494.45	\$0.00	\$0.00		

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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
	1024182	INV	5/4/2024	5/4/2024	\$57.29	STANDARD SHIPMENTS		\$57.29			
	1026613	INV	5/11/2024	5/11/2024	\$50.20	STANDARD SHIPMENTS		\$50.20			
	1030181	INV	5/18/2024	5/18/2024	\$47.65	STANDARD SHIPMENT		\$47.65			
							Due				
Voucher(s): 3		Aged Totals:					\$155.14	\$155.14	\$0.00	\$0.00	\$0.00
Vendor ID: 5994		Name: STALKER RADAR					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
	438444	INV	5/17/2024	5/17/2024	\$604.20	ANTENNA DASH MOUNT, COL		\$604.20			
	438449	INV	5/17/2024	5/17/2024	\$532.00	VSS CABLE KIT		\$532.00			
							Due				
Voucher(s): 2		Aged Totals:					\$1,136.20	\$1,136.20	\$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
	14095	INV	5/21/2024	5/21/2024	\$120.00	THREE BIKE REPAIRED		\$120.00			
							Due				
Voucher(s): 1		Aged Totals:					\$120.00	\$120.00	\$0.00	\$0.00	\$0.00
Vendor ID: 9848		Name: STIDHAM ANDREW					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
	AS 052324	INV	5/23/2024	5/23/2024	\$94.50	EMPLOYEE EXP-ANDY STIDH/		\$94.50			
							Due				
Voucher(s): 1		Aged Totals:					\$94.50	\$94.50	\$0.00	\$0.00	\$0.00
Vendor ID: 6088		Name: STONERIDGE SOFTWARE, LLC					Class ID:		FED TAX CLAS: LLC-S		
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
	PIV-000085771	INV	5/16/2024	5/16/2024	\$352.50	REMOVING BANK ACCT SEGM		\$352.50			
							Due				
Voucher(s): 1		Aged Totals:					\$352.50	\$352.50	\$0.00	\$0.00	\$0.00
Vendor ID: 6126		Name: SUTPHEN CORPORATION					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
	40069738	INV	5/16/2024	5/16/2024	\$550.97	COLLECTOR, PIVOT BSE, SS I		\$550.97			
							Due				
Voucher(s): 1		Aged Totals:					\$550.97	\$550.97	\$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

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

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P01702 INV 5/13/2024 5/13/2024 \$174.20 SHIPPING BROOM BRISTLES \$174.20

Voucher(s): 1 **Aged Totals:** Due
 \$174.20 \$174.20 \$0.00 \$0.00 \$0.00

Vendor ID: 4165 **Name:** TECH SALES 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
	328042	INV	5/15/2024	5/15/2024	\$9,643.00	REFRIGERATED SAMPLER		\$9,643.00			

Voucher(s): 1 **Aged Totals:** Due
 \$9,643.00 \$9,643.00 \$0.00 \$0.00 \$0.00

Vendor ID: 3978 **Name:** TOTAL SAFETY US INC **Class ID:** **FED TAX CLAS:**

Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over
	7012776-0001	INV	5/15/2024	5/15/2024	\$26.00	10LB EXTINGUISHER RECHAF		\$26.00			
	7014537-0001	INV	5/15/2024	5/15/2024	\$134.42	HARNES, D-RING EXTENSIO		\$134.42			

Voucher(s): 2 **Aged Totals:** Due
 \$160.42 \$160.42 \$0.00 \$0.00 \$0.00

Vendor ID: 4268 **Name:** TWENTERPRISES 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
	71566	INV	5/15/2024	5/15/2024	\$869.99	ASSY PCB HSB CTRL IGN MOI		\$869.99			
	71567	INV	5/15/2024	5/15/2024	\$295.27	SOLENOILD SHUTOFF, ASSY :		\$295.27			

Voucher(s): 2 **Aged Totals:** Due
 \$1,165.26 \$1,165.26 \$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
	2550320588	INV	5/8/2024	5/8/2024	\$78.96	UNIFORM CLEANING		\$78.96			
	2550320589	INV	5/8/2024	5/8/2024	\$102.90	MATS		\$102.90			
	2550323712	INV	5/15/2024	5/15/2024	\$78.96	UNIFORM CLEANING		\$78.96			
	2550323713	INV	5/15/2024	5/15/2024	\$151.97	MATS		\$151.97			
	2550323714	INV	5/15/2024	5/15/2024	\$40.12	MATS		\$40.12			
	2550326588	INV	5/22/2024	5/22/2024	\$27.15	MATS		\$27.15			
	2550326650	INV	5/22/2024	5/22/2024	\$34.23	MATS		\$34.23			
	2550326673	INV	5/22/2024	5/22/2024	\$78.96	UNIFORM CLEANING		\$78.96			

Voucher(s): 8 **Aged Totals:** Due
 \$593.25 \$593.25 \$0.00 \$0.00 \$0.00

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

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Vendor ID: 6238		Name: WALLACE CORI					Class ID:		FED TAX CLAS: EMPLOY			
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	
	CW 051524	INV	5/15/2024	5/15/2024	\$760.53	EMPLOYEE EXP-CORI WALLA		\$760.53				
							Due					
Voucher(s): 1							Aged Totals:	\$760.53	\$760.53	\$0.00	\$0.00	\$0.00
Vendor ID: 607		Name: WEST DAKOTA OIL INC					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	37351	INV	5/13/2024	5/13/2024	\$1,104.00	96 2.5 JUG BLUE DEF		\$1,104.00				
	37419	INV	5/16/2024	5/16/2024	\$127.50	5 PROPANE BOTTLES		\$127.50				
	342686	INV	5/21/2024	5/21/2024	\$1,595.00	500 GAL DIESEL FUEL		\$1,595.00				
	342751	INV	5/21/2024	5/21/2024	\$549.05	395 GAL PROPANE		\$549.05				
	342752	INV	5/21/2024	5/21/2024	\$139.00	100 GAL PROPANE		\$139.00				
	342542	INV	5/23/2024	5/23/2024	\$78.00	40 BLUE DEF BULK TANK PER		\$78.00				
							Due					
Voucher(s): 6							Aged Totals:	\$3,592.55	\$3,592.55	\$0.00	\$0.00	\$0.00
Vendor ID: 1736		Name: WEST PLAINS 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	
	ID962667	INV	5/10/2024	5/10/2024	\$166.10	3 PIN HITCH		\$166.10				
							Due					
Voucher(s): 1							Aged Totals:	\$166.10	\$166.10	\$0.00	\$0.00	\$0.00
Vendor ID: 9842		Name: WESTERN HOSE LLC					Class ID: 1099		FED TAX CLAS: LLC			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	73	INV	5/21/2024	5/21/2024	\$313.80	HOSE LEAKING AT CRIMPS R		\$313.80				
							Due					
Voucher(s): 1							Aged Totals:	\$313.80	\$313.80	\$0.00	\$0.00	\$0.00
Vendor ID: 4299		Name: WESTLIE TRUCK CENTER OF DICKINSON					Class ID:		FED TAX CLAS:			
Voucher/ Payment No.	Doc Number	Type	Doc Date	Due Date	Doc Amount	Description	Writeoff Amount	Current Period	31 - 60 Days	61 - 90 Days	91 and Over	
	621758	INV	5/20/2024	5/20/2024	\$126.84	KIT, OIL		\$126.84				
	621760	INV	5/20/2024	5/20/2024	\$30.39	SWITCH LATCH		\$30.39				
	429376	INV	5/24/2024	5/24/2024	\$459.20	WORK DONE ON 22 PETERBIL		\$459.20				
							Due					
Voucher(s): 3							Aged Totals:	\$616.43	\$616.43	\$0.00	\$0.00	\$0.00
Vendor ID: 1595		Name: WHITE CAP, LP					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	
											73	

AGED TRIAL BALANCE WITH OPTIONS - DETAIL
 City of Dickinson

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50026708428	INV	5/17/2024	5/17/2024	\$12,702.30	5 GAL YELLOW, WHITE	\$12,702.30
50026709639	INV	5/17/2024	5/17/2024	\$2,525.00	18' 12V ELEC HOSE NEW CRA	\$2,525.00

				Due				
Voucher(s):	2	Aged Totals:		\$15,227.30	\$15,227.30	\$0.00	\$0.00	\$0.00

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

<u>Voucher/</u> <u>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</u> <u>Amount</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
355137		INV	4/30/2024	4/30/2024	\$6,000.00	AUDIT 2022 FINANCIAL STMTS		\$6,000.00			

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

Vendor ID: 620 **Name:** WINN CONSTRUCTION INC **Class ID:** **FED TAX CLAS:**

<u>Voucher/</u> <u>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</u> <u>Amount</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
14701		INV	5/14/2024	5/14/2024	\$9,227.00	CITY OF DICKINSON-NONCON		\$9,227.00			

				Due				
Voucher(s):	1	Aged Totals:		\$9,227.00	\$9,227.00	\$0.00	\$0.00	\$0.00

Vendor ID: 2557 **Name:** WORKFORCE SAFETY & INSURANCE **Class ID:** **FED TAX CLAS:** GOVERNMENT

<u>Voucher/</u> <u>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</u> <u>Amount</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
1348824	043024	INV	4/30/2024	4/30/2024	\$250.00	PREMIUM 040124-033125		\$250.00			
51391	052324	INV	5/23/2024	5/23/2024	\$250.00	ASSESSMENT		\$250.00			

				Due				
Voucher(s):	2	Aged Totals:		\$500.00	\$500.00	\$0.00	\$0.00	\$0.00

	<u>Vendors</u>	<u>Due</u>	<u>Current Period</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 and Over</u>
Vendor Totals:	110	\$1,297,602.88	\$1,283,207.93	\$8,051.88	\$1,076.09	\$5,266.98



March 16, 2024

Scott Decker
Mayor
City of Dickinson, ND
38 1st St W
Dickinson, ND 58601

Dear Mayor Decker,

The United States recently put billions of dollars into new passenger-train service, with further investments on the horizon.

What does this mean for the community you lead? The answer depends on what we can accomplish together, to build a national network that serves communities of every size.

You can bring the benefits of great trains to your community, via the High Speed Rail Alliance.

Will City of Dickinson, ND join as an Alliance member now?

Recent developments like these are really exciting:

- In December, the U.S. Department of Transportation awarded new Corridor ID grants for scoping work on 69 projects in 44 states. This unprecedented effort sets the stage for a network of great trains all over the country.
- Alongside Corridor ID scoping, the Bipartisan Infrastructure Law has already put nearly \$24 billion into projects that were ready to go in Alaska, California, Nevada, North Carolina, Pennsylvania, Virginia, and along the Northeast Corridor.
- The Federal Railroad Administration proposed adding 15 long-distance routes in February, which would serve 61 more metropolitan areas and create a true national passenger-train network.

Further investment that could benefit your community is also starting to take shape.

On March 11, Rep. Seth Moulton of Massachusetts and Rep. Suzan DelBene of Washington State introduced the American High Speed Rail Act of 2024. Their bill already has over 25 co-sponsors, and it would devote \$205 billion for construction of high-speed rail (186+ mph) and higher-speed rail (110-186 mph) over five years. This

bill can play an important role in shaping the next transportation reauthorization.

As part of the Alliance, you will:

- provide information and resources for your staff and peer leaders in other cities;
- promote alternatives to highway and airport development;
- raise your voice with peers at a pivotal time, to demand a high level of service.

It is especially important for leaders like you to speak with one voice on this issue *now*. That is because DOTs in the 44 states that received Corridor ID funding are making plans for the next decade—and unfortunately, they are probably aiming too low.

After years of uncertain funding and limited staff capacity for developing new train service, it is understandable that state departments of transportation are proceeding cautiously. We can't expect them to plan the kind of service we want unless we tell them—and win funding that makes it possible for them to provide it.

Whether you lead a small town or a big city, we need to work together for state railway programs that guide and fund the scoping and planning work that is getting underway. We also need a federal railway program to shape and support multi-state projects.

No one community, and no single state, can create a regional or national network of great trains—but together we can.

Join the Alliance to shape emerging plans and bring the benefits of fast, frequent, and affordable trains to your community.

Adding your voice as an elected leader is critical. Please see the enclosed municipal membership form to join.

If you have questions or suggestions, please contact me at Rick@HSRail.org or 773-334-6758.

Sincerely,

Rick Harnish
Executive Director

CITY OF DICKINSON

Section 3. Item B.

Application for Business and/or Occupation License

Date: 2024

- Application for:
- Carnival (\$50/day plus \$100,000 Liability Insurance) Event date: _____
 - Circus (\$50/day plus \$100,000 Liability Insurance) Event date: _____
 - Housemover (\$50/annual plus \$5,000 bond and Liability Insurance)
 - Pawnbroker (\$50/annual)
 - Junk Dealer (\$50/annual)
 - Arborist (\$100/annual plus \$150,000 Aggregate Liability Insurance)
 - Tobacco Dealer (\$50/annual) Location of Sale: 797 S Main Ave
 - Adult Entertainment (\$2,000/annual)

1. Name of Applicant (Individual or Firm): Main Ave Dickinson ND LLC

Birth Date: N/A Social Security Number: N/A

Residence Address: 6300 Richmond Ave, Houston, TX 77057 Phone Number: 832-539-8190

Business Address: 797 S Main Ave, Dickinson, ND 58601 Cell Number: 832-539-8190

Email Address: licensing@btcmstores.com

Mailing address (if not the same as business): Po Box 572968, Houston, TX 77257

2. Location of Business Records (if not the same as business): _____

3. This application is for: New Business _____ If change of ownership, give name of previous
Renewal of License _____ owner: Mini Mart Inc.
Change of Ownership _____
Change of Address _____

Date business started: 06/03/2024

4. If bond is required, give name of bonding company and address: _____

5. If you employ an auditor or bookkeeping firm, give name and address of firm: _____


6. List locations of businesses outside Dickinson in which license fee(s) was/were paid to other cities, towns or counties:

Name of Town or City	Name of Job	Amount
<u>Grand Forks</u>	<u>Convenience Store with Gas</u>	<u>\$85.00</u>

(continue list on back if necessary)

7. List name of partners or of officers of the business and their titles:
Omar Bashir Managing Member

8. The above is a true statement.

 Managing Member
(Signature of Applicant) (Official Title)

** The records of all concerns doing business must comply with City and State requirements.



WIDMER ROEL
CPAs • BUSINESS ADVISORS

May 23, 2024

To the City Commission
City of Dickinson
C/O Linda Carlson, Deputy City Administrator
38 1st Street West
Dickinson, ND 58601

4220 31st Avenue S.
Fargo, ND 58104-8725

Phone: 701.237.6022
Toll Free: 888.237.6022
Fax: 701.280.1495

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of **City of Dickinson** as of December 31, 2023 and for the year then ended, and the related notes to the financial statements, which collectively comprise **City of Dickinson's** basic financial statements as listed in the table of contents.

In addition, we will audit the entity's compliance over major federal award programs for the period ended December 31, 2023. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs. The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and in accordance with Government Auditing Standards will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and Government Auditing Standards, if any, and perform procedures to address those requirements.

Accounting principles generally accepted in the United States of America, (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB) require that budgetary comparison information and employer pension and OPEB schedules be presented to supplement the financial statements. Such information, although not a part of the financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America, (U.S. GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with

Member of

CPAmerica

Member  Crowe Global

City of Dickinson
May 23, 2024

management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

- 1) Pension Plan Schedules.
- 2) Other Postemployment Benefit Schedules.
- 3) Budgetary Comparison Schedules.
- 4) Notes to Required Supplementary Information.

Supplementary information other than RSI will accompany **City of Dickinson's** basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

- 1) Combining Financial Statements.

The Officials Directory will not be subjected to auditing procedures applied in the audit of the basic financial statements and, accordingly, we will not express an opinion or provide any assurance on it.

Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the earlier of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

City of Dickinson
May 23, 2024

Audit of the Financial Statements

We will conduct our audit in accordance with GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; and the audit requirements of *Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about **City of Dickinson's** ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance (whether caused by errors, fraudulent financial reporting, misappropriation of assets, detected abuse, or violations of laws or governmental regulations) may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America. Please note that the determination of abuse is subjective, and *Government Auditing Standards* does not require auditors to detect abuse.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of **City of Dickinson's** basic financial statements. Our report will be addressed to the governing body of **City of Dickinson**. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement.

City of Dickinson
May 23, 2024

If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Audit of Major Program Compliance

Our audit of **City of Dickinson's** major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and, performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we consider necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

City of Dickinson
May 23, 2024

Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management's Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
- c. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
- d. For maintaining records that adequately identify the source and application of funds for federally funded activities;
- e. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
- f. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
- g. For identifying and ensuring that the entity complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs, and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
- h. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award;
- i. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
- j. For taking prompt action when instances of noncompliance are identified;
- k. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
- l. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
- m. For submitting the reporting package and data collection form to the appropriate parties;

City of Dickinson
May 23, 2024

- n. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
- o. To provide us with:
 - i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including the disclosures and relevant to federal award programs, such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit;
 - iii. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence.
- p. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
- q. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
- r. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
- s. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in the system internal control and others where fraud could have a material effect on the compliance;
- t. For the accuracy and completeness of all information provided;
- u. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
- v. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

Nonattest Services

With respect to any nonattest services we perform, preparation of financial statements, consulting related to adjusting journal entries, and any other nonattest services we perform.

City of Dickinson
May 23, 2024

At the end of the year, we agree to perform the following:

- Propose adjusting or correcting journal entries to be reviewed and approved by **City of Dickinson's** management.
- Assist with preparation of **City of Dickinson's** financial statements, supplementary information and related notes to the financial statements.
- Maintenance of fixed asset depreciation schedules.
- Maintenance of lease amortization schedules.

We will not assume management responsibilities on behalf of **City of Dickinson**. However, we will provide advice and recommendations to assist management of **City of Dickinson** in performing its responsibilities.

City of Dickinson's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) designing, implementing, and maintaining the system of internal control, including the process used to monitor ongoing activities.

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards, including, where applicable, AICPA's Statements on Standards for Consulting Services or others.
- The nonattest services are limited to the services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

Other Matters

We anticipate initial audit planning will take place in May 2024, field work in May 2024, and our audit reports issued in September 2024.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Regarding the electronic dissemination of audited financial statements, including financial statements published electronically on your internet website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Professional standards prohibit us from being the sole host and/or the sole storage for your financial and non-financial data. As such, it is your responsibility to maintain your original data and records and we cannot be responsible to maintain such original information. By signing this engagement letter, you affirm that you have all the data and records required to make your books and records complete.

City of Dickinson
May 23, 2024

Provisions of Engagement Administration, Timing and Fees

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Craig A. Hashbarger is the engagement partner for the audit services specified in this letter. His responsibilities include supervising Widmer Roel's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our firm may transmit confidential information that you provided us to third parties in order to facilitate delivering our services to you. We have obtained confidentiality agreements with all our service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have the appropriate procedures in place to prevent the unauthorized release of confidential information to others. We will remain responsible for the work provided by any third-party service providers used under this agreement. By your signature below, you consent to having confidential information transmitted to entities outside the firm. Please feel free to inquire if you would like additional information regarding the transmission of confidential information to entities outside the firm.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Invoices will be rendered monthly and are payable upon presentation. We estimate that our fee for the audit will not exceed \$50,000, plus out-of-pocket expenses (travel, postage, etc.). We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use **City of Dickinson's** personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. A finance charge of 1.5% per month will be charged on all accounts 30 days past due. A convenience fee of 3% will be added to credit card payments.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

At the conclusion of our audit engagement, we will communicate to the County Commission the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;

City of Dickinson
May 23, 2024

- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management’s consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

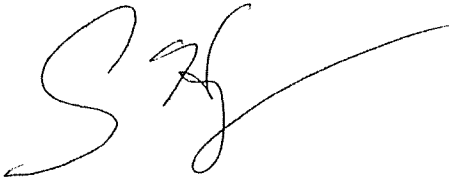
The audit documentation for this engagement is the property of Widmer Roel PC and constitutes confidential information. However, we may be requested to make certain audit documentation available to the North Dakota State Auditor, federal agencies and the US Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Widmer Roel PC’s personnel. Furthermore, upon request, we may provide copies of selected audit documentation to North Dakota State Auditor. The North Dakota State Auditor may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Our latest peer review report may be found at https://peerreview.aicpa.org/public_file_search.html.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,



Craig A. Hashbarger, CPA, CIA, CFE, CGMA
Widmer Roel PC

RESPONSE:

This letter correctly sets forth our understanding.

City of Dickinson

Acknowledged and agreed on behalf of **City of Dickinson** by:

_____ Management signature and title

_____ Date

_____ Governance signature and title

_____ Date

May 23, 2024

To the City Commission
City of Dickinson
C/O Linda Carlson, Deputy City Administrator
38 1st Street West
Dickinson, ND 58601

4220 31st Avenue S.
Fargo, ND 58104-8725

Phone: 701.237.6022
Toll Free: 888.237.6022
Fax: 701.280.1495

This letter is provided in connection with our engagement to audit the financial statements of **City of Dickinson** as of and for the year ended December 31, 2023. Professional standards require that we communicate with you, certain items including our responsibilities with regard to the financial statement audit and the planned scope and timing of our audit, including significant risks we have identified.

Our Responsibilities

As stated in our engagement letter dated May 23, 2024, we are responsible for conducting our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and in accordance with Government Auditing Standards for the purpose of forming and expressing an opinion about whether the financial statements, with your oversight, are prepared, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit does not relieve you or management of your respective responsibilities.

Planned Scope of the Audit

Our audit will include examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. Our audit is designed to provide reasonable, but not absolute, assurance about whether the financial statements as a whole are free of material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations. Because of this concept of reasonable assurance and because we will not examine all transactions, there is a risk that material misstatements may exist and not be detected by us.

Our audit will include obtaining an understanding of the entity and its environment, including its internal control, sufficient to assess the risks of material misstatement of the financial statements and as a basis for designing the nature, timing, and extent of further audit procedures, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. However, we will communicate to you at the conclusion of our audit any material weaknesses or significant deficiencies identified. We will also communicate to you:

- Any violation of laws or regulations that come to our attention;
- Our views relating to qualitative aspects of the entity's significant accounting practices, including accounting policies, accounting estimates, and financial statement disclosures;

City of Dickinson
May 23, 2024

- Significant difficulties, if any, encountered during the audit;
- Disagreements with management, if any, encountered during the audit;
- Significant unusual transactions, if any;
- The potential effects of uncorrected misstatements on future-period financial statements; and
- Other significant matters that are relevant to your responsibilities in overseeing the financial reporting process.

Although we are currently in the planning stage of our audit, we have identified the following significant risks during our audit to date that require special audit considerations:

- Management override
- Cash reconciliations
- Revenue recognition
- Budget compliance
- Capital assets - complexity

The timing of our audit will be scheduled for initial planning procedures and primary field work in May 2024, with the report to be issued on or before September 30, 2024.

This information is intended solely for the information and use of Board of Directors and management of **City of Dickinson** and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully,



Widmer Roel PC

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%



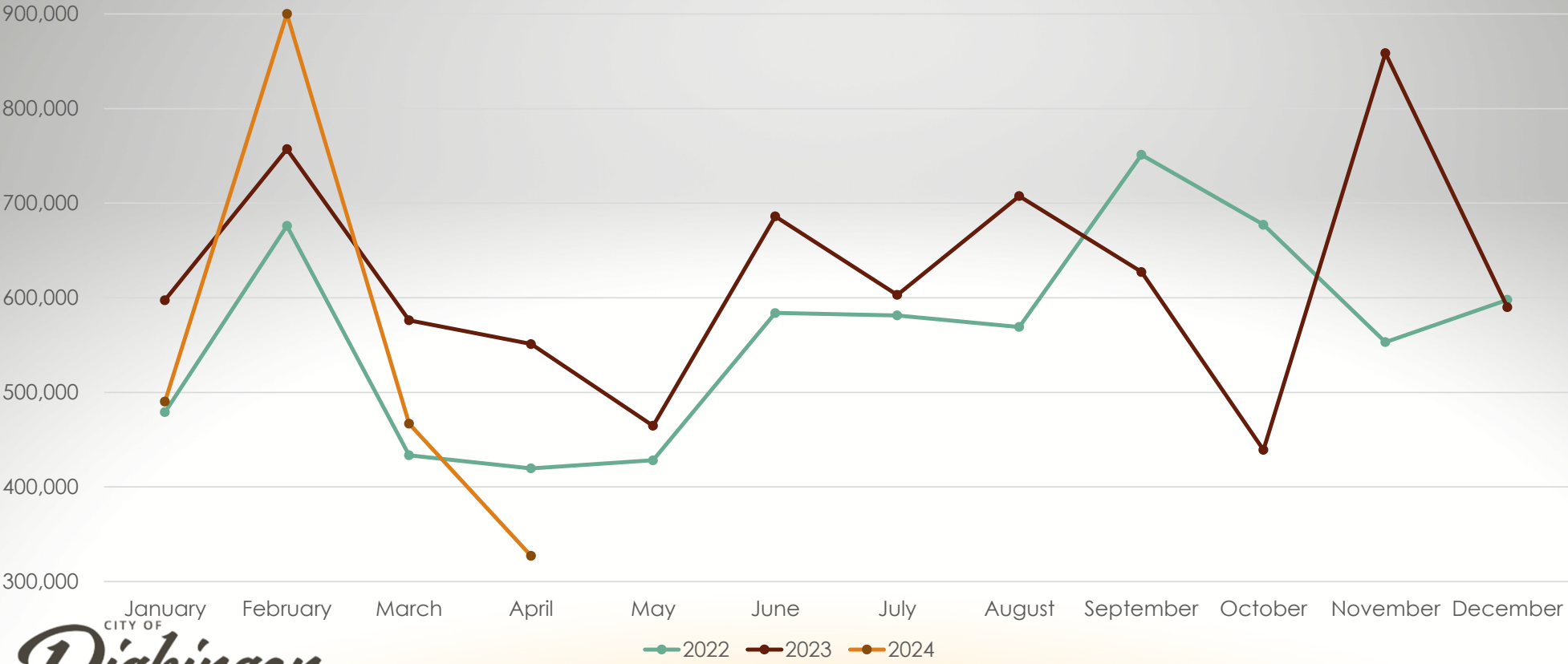
Investments as of April 30th, 2024

➤ 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

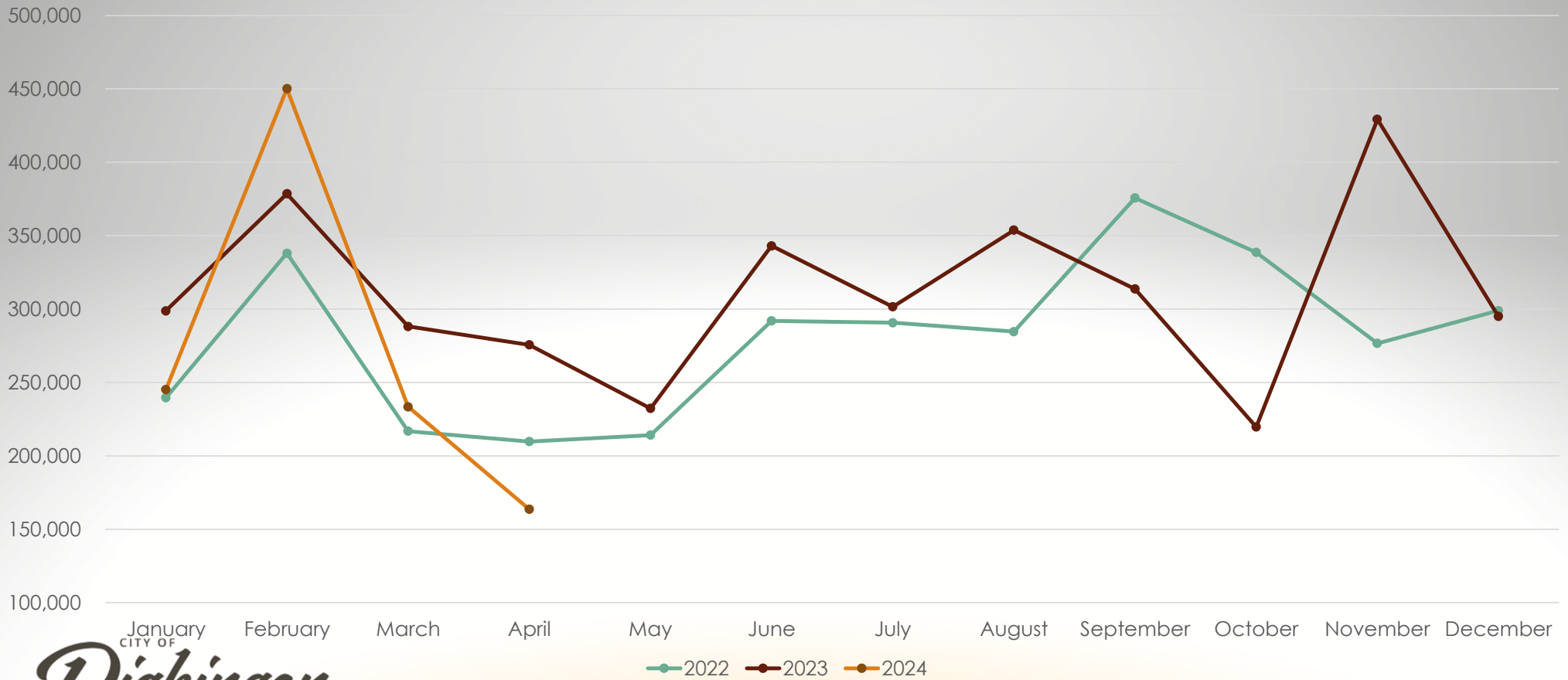
Certificate of Deposits as of April 30th, 2024

➤ 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

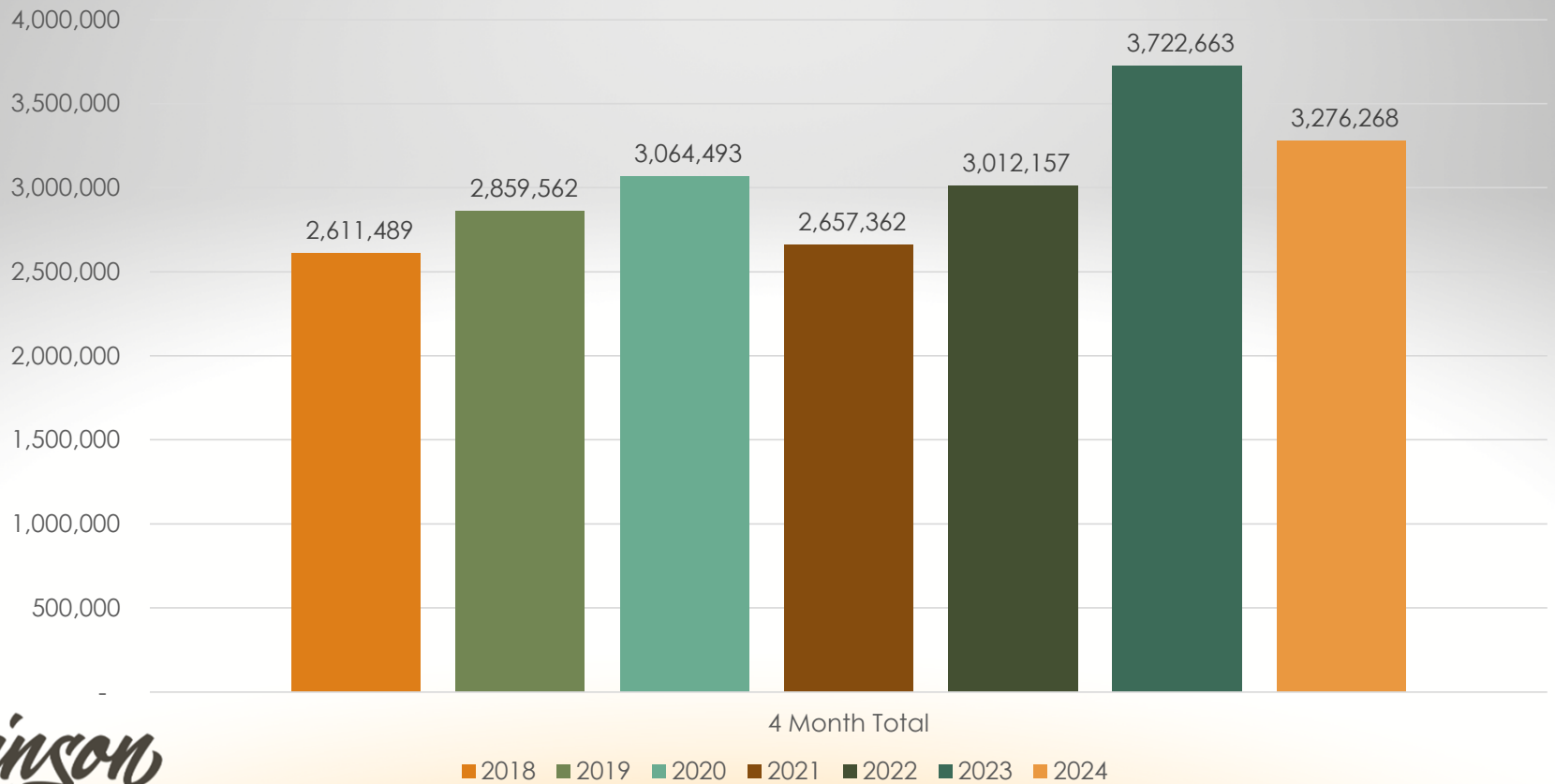
1% Sales Tax Monthly Breakdown



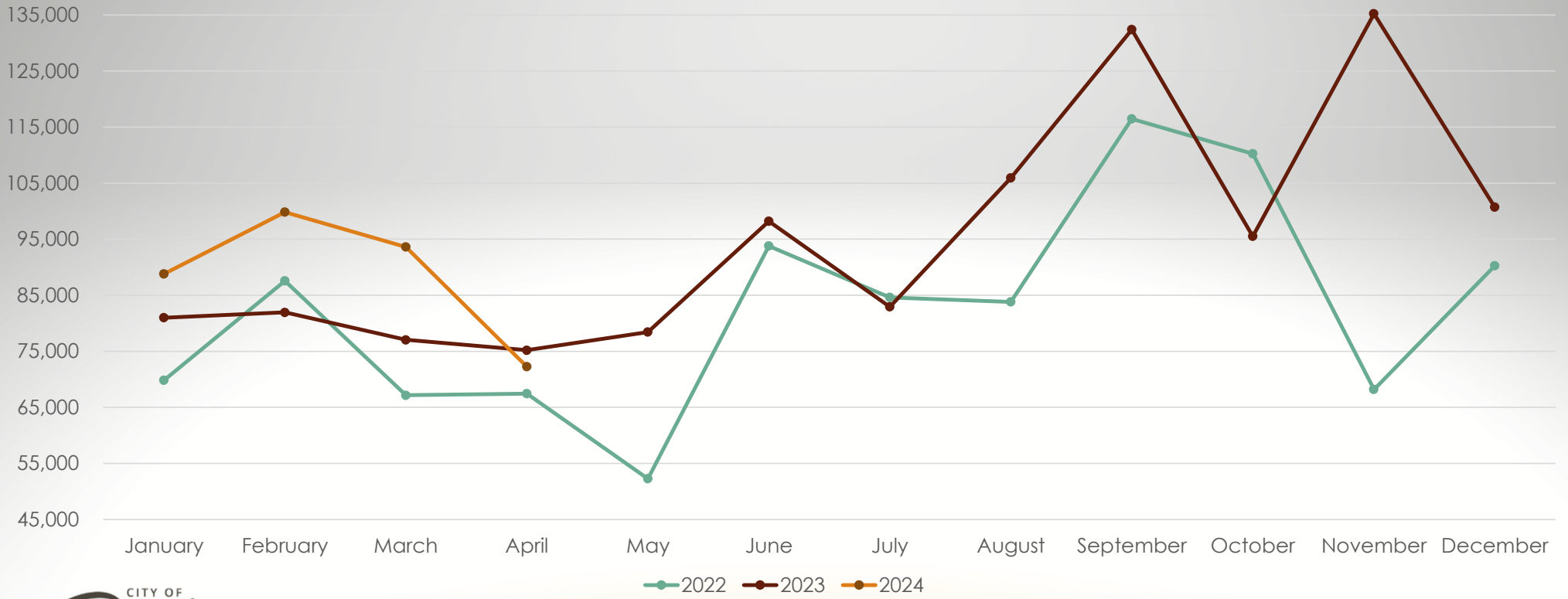
1/2% Sales Tax Monthly Breakdown



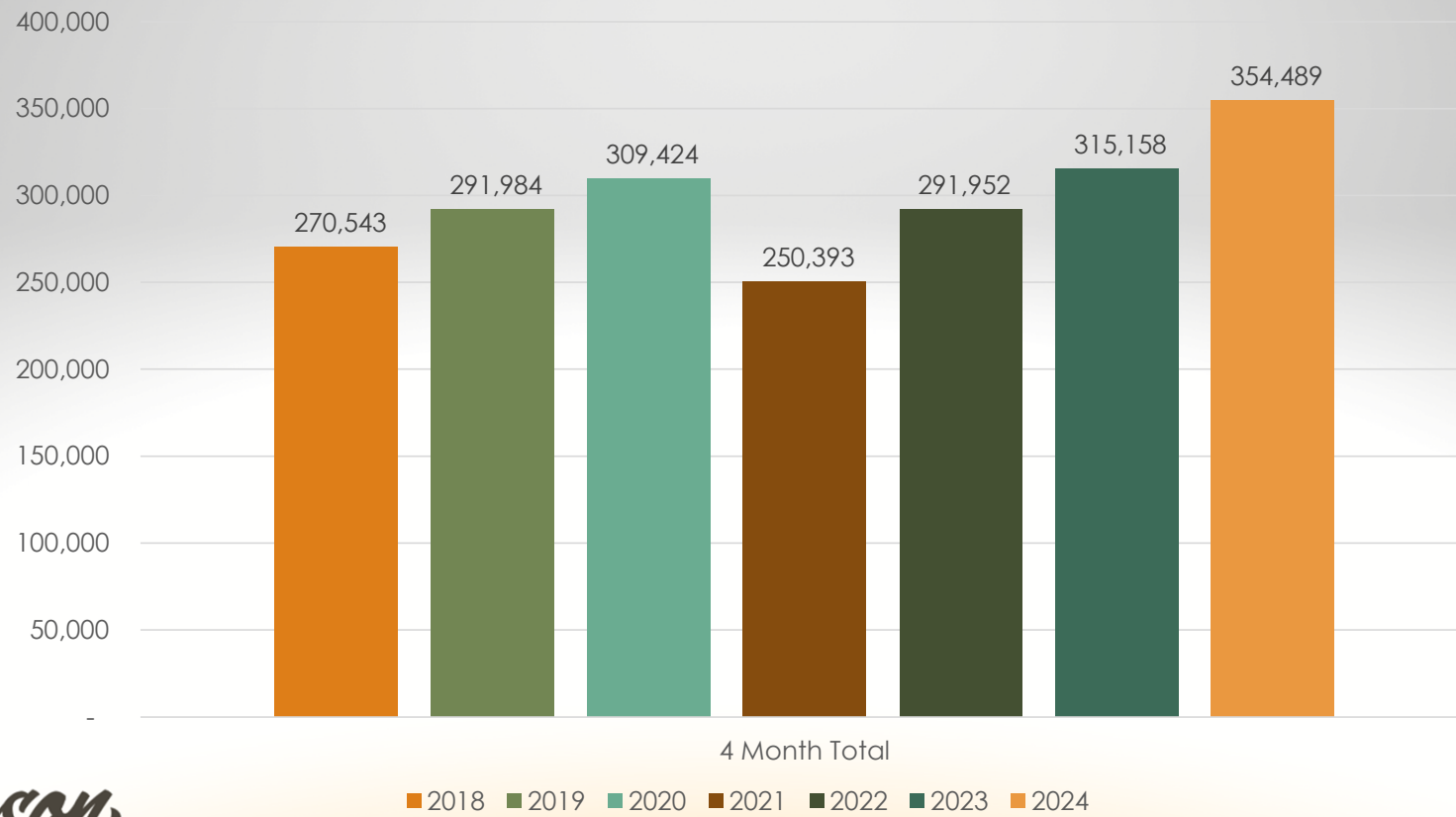
Sales Tax Comparison



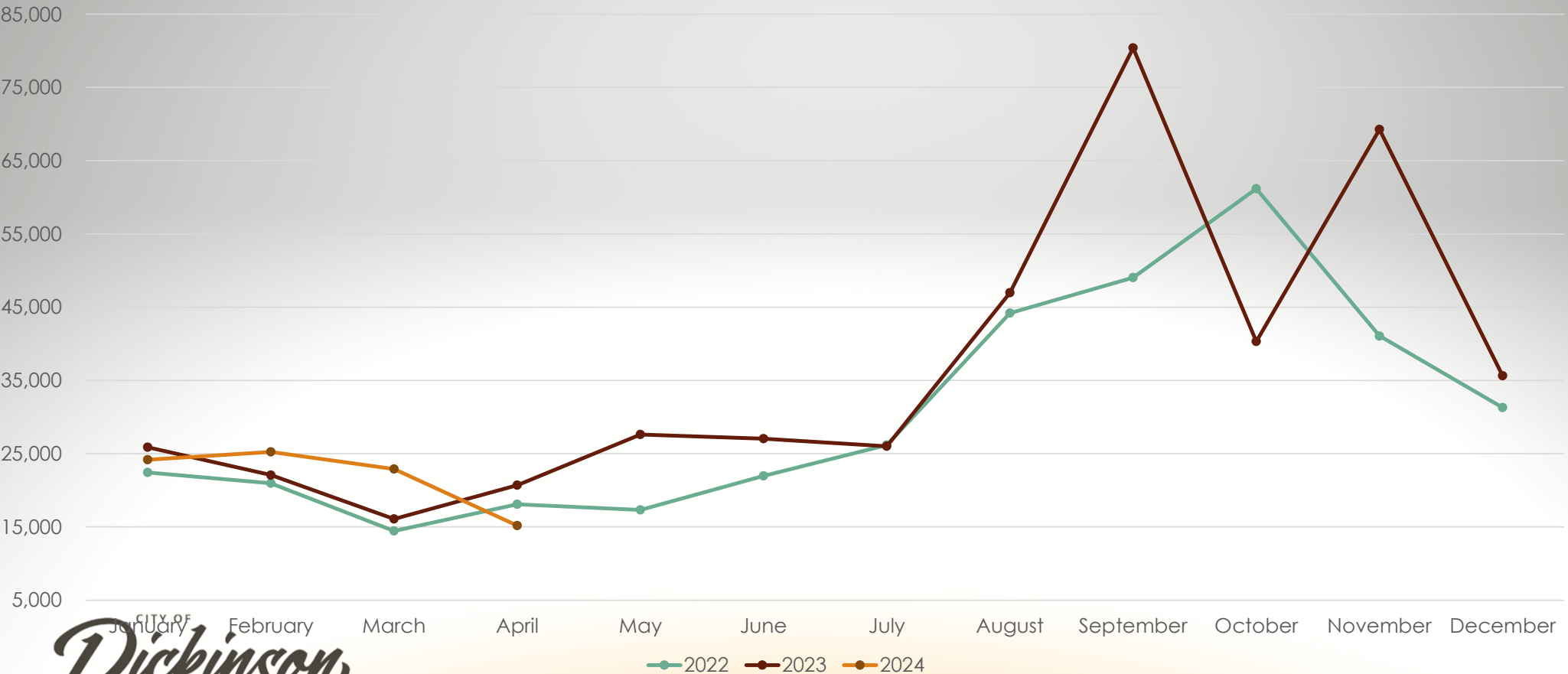
Hospitality Tax Monthly Breakdown



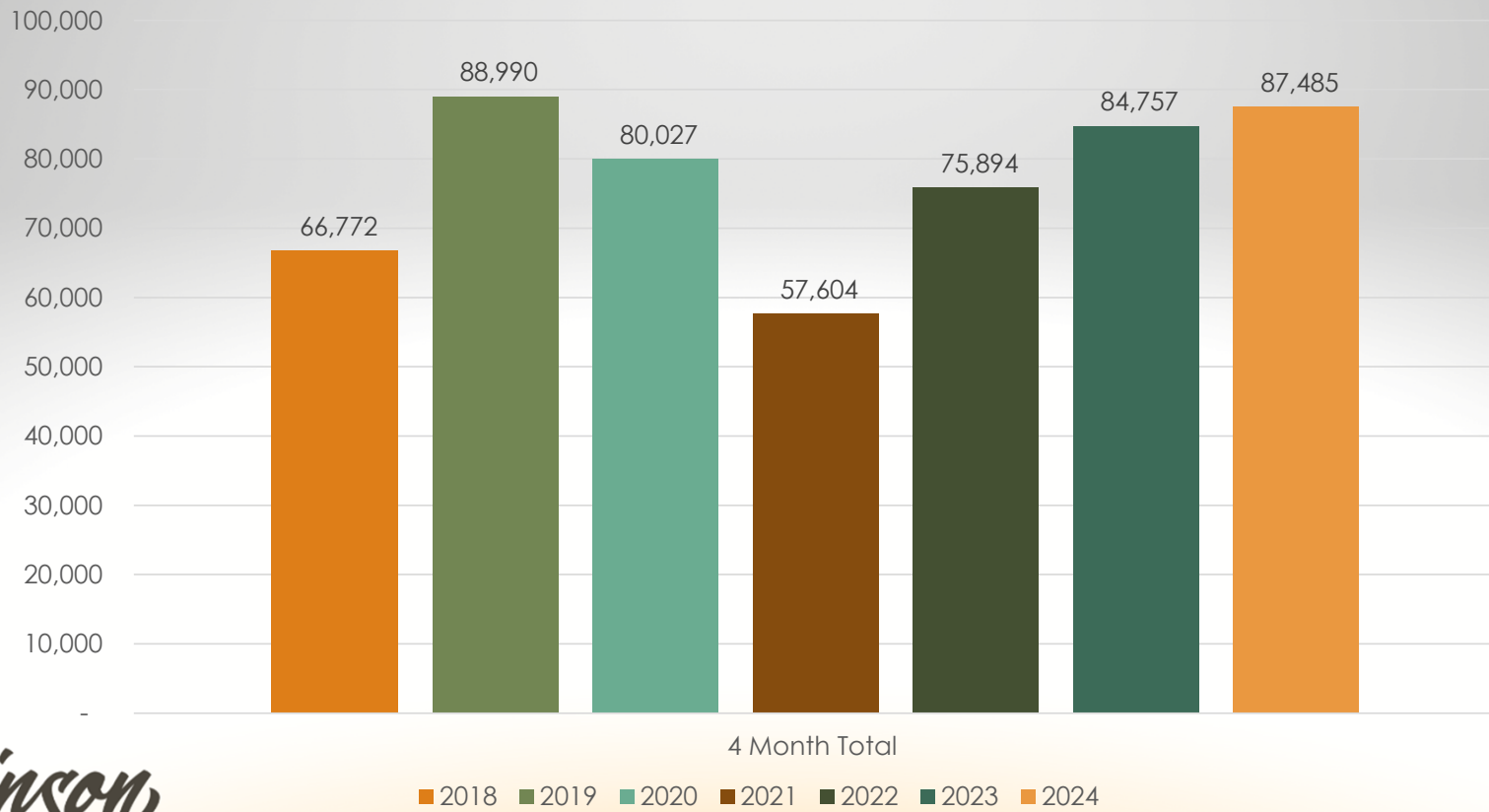
Hospitality Tax Comparison



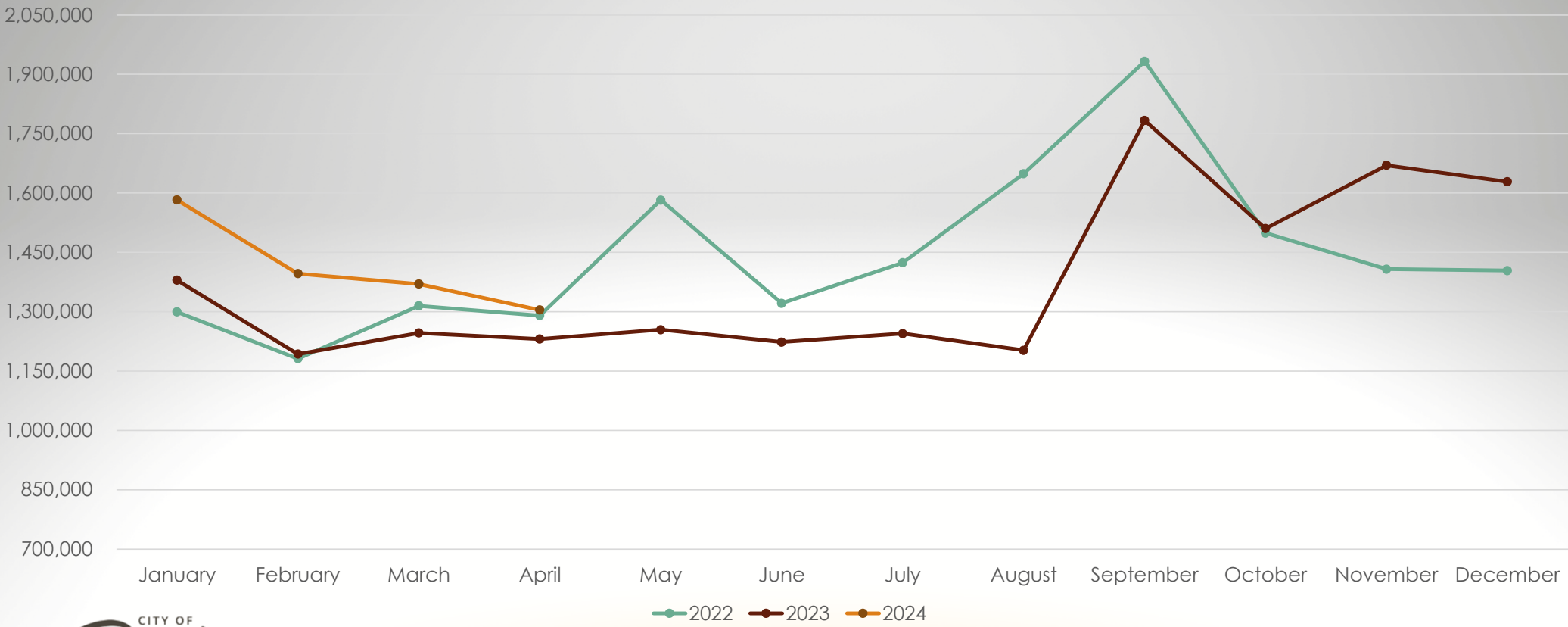
Occupancy Tax Monthly Breakdown



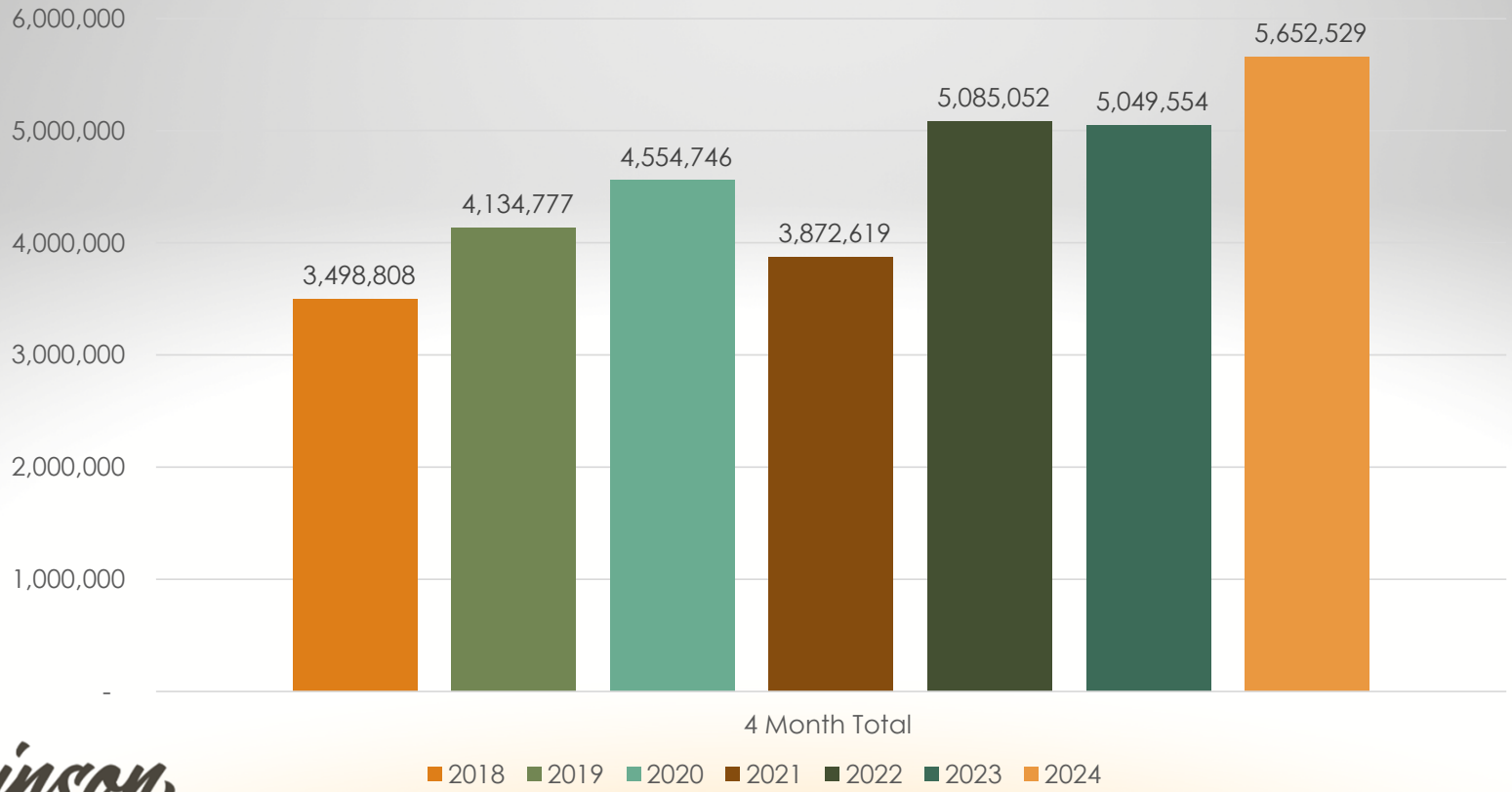
Occupancy Tax Comparison



Oil Impact Revenue Monthly Breakdown

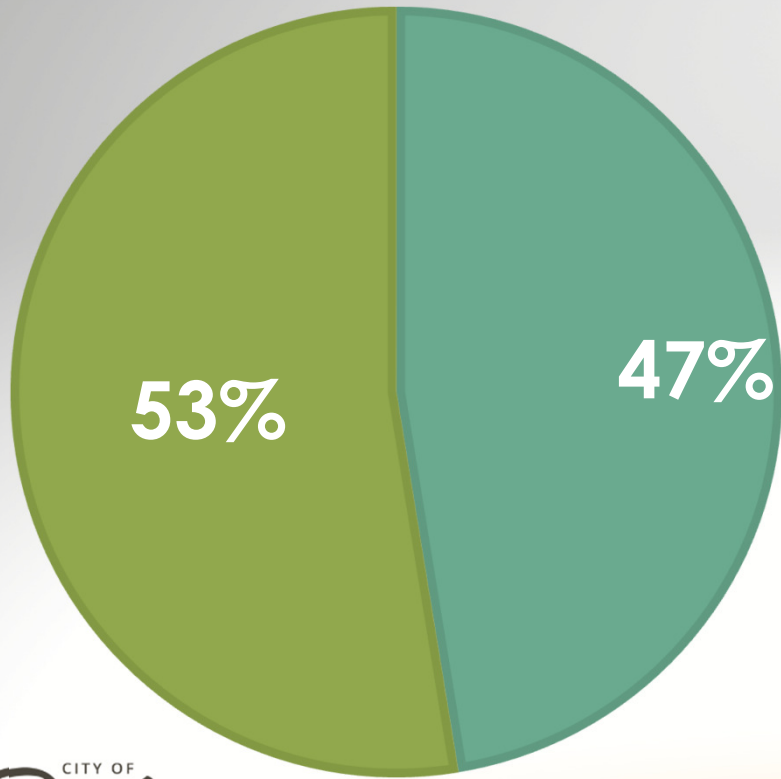


Oil Impact Comparison



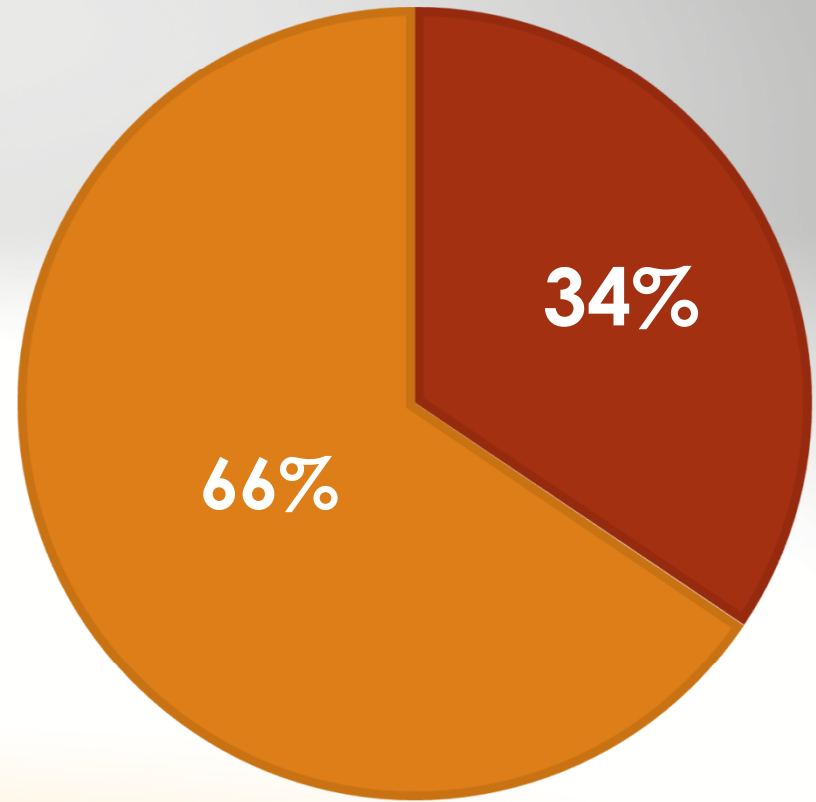
GENERAL FUND REVENUE

■ Collected ■ Remaining



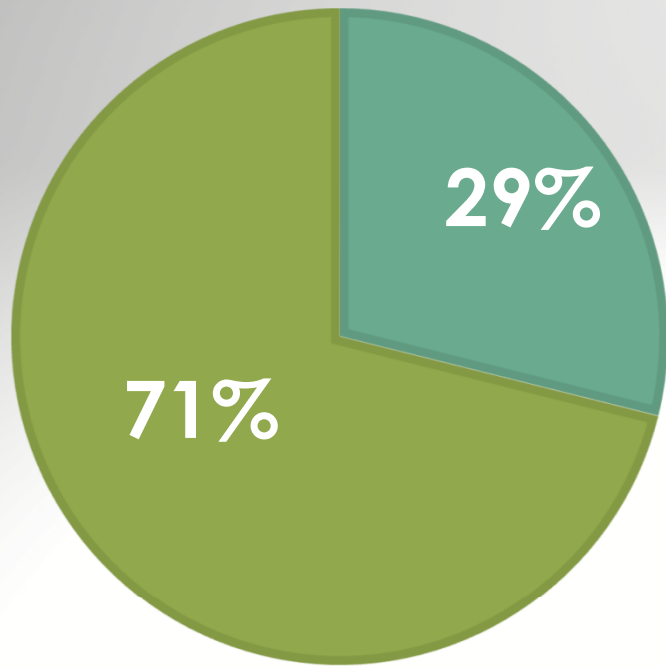
GENERAL FUND EXPENSES

■ Expended ■ Remaining



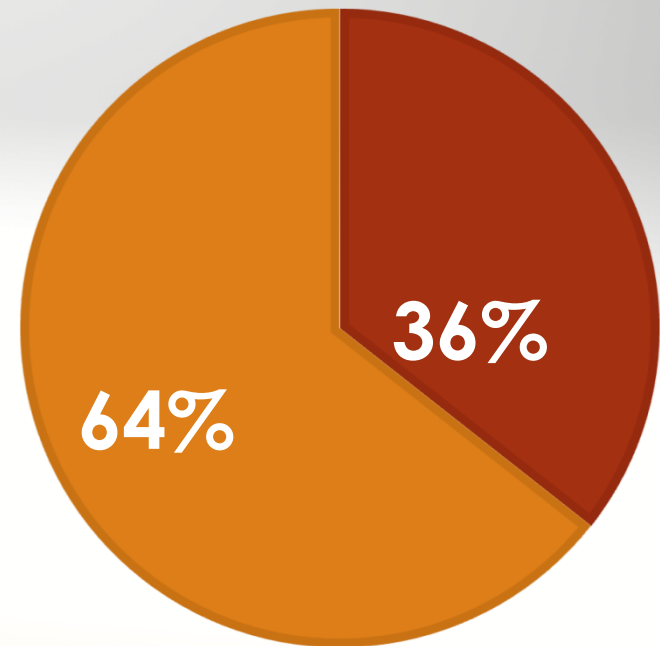
UTILITY REVENUE

■ Collected ■ Remaining



ENTERPRISE FUND EXPENSES

■ Expended ■ Remaining





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								Increase (Decrease) over prior year
	2018	2019	2020	2021	2022	2023	2024	
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)

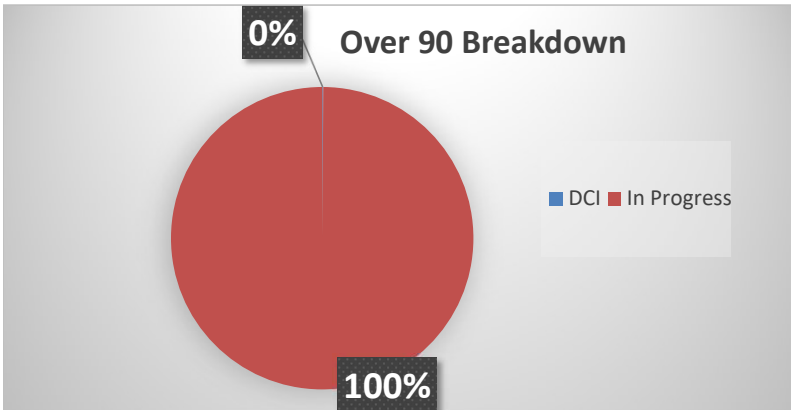
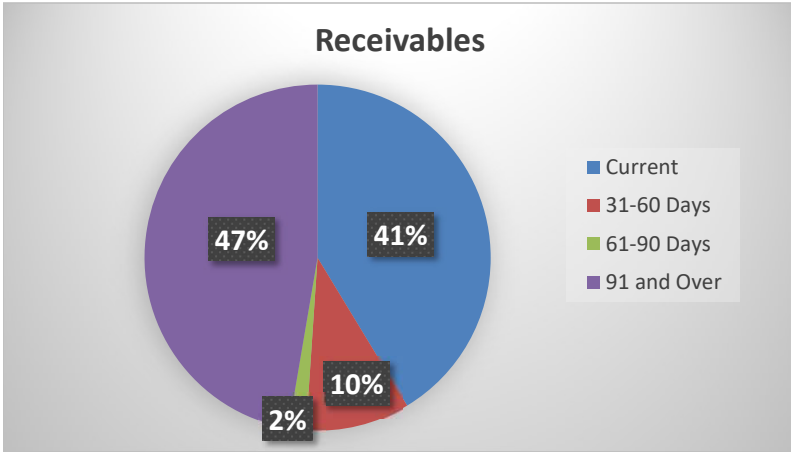
Total 1.5% Sales Tax

	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)

Aged Trial Balance Summary 4/30/2024

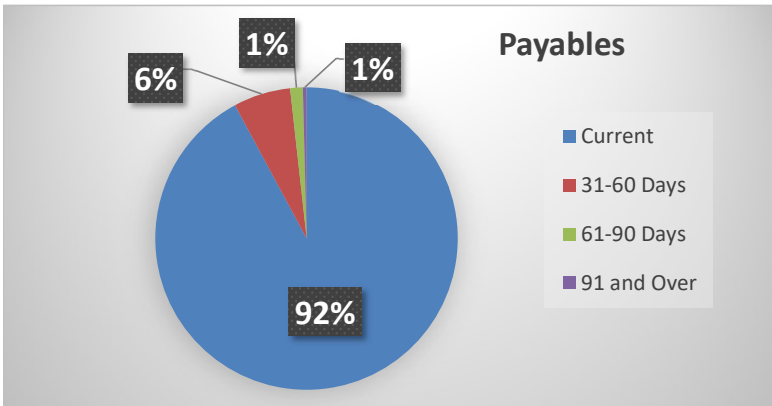
Accounts Receivable Aged Report Summary

Current	31-60 Days	61-90 Days	91 and Over	Total
\$ 244,446.77	\$ 57,538.41	\$ 9,530.93	\$ 279,780.53	\$ 591,296.64



Accounts Payable Aged Report Summary

Current	31-60 Days	61-90 Days	91 and Over	Total
\$2,396,595.86	\$ 159,314.84	\$ 34,928.28	\$ 9,995.30	\$ 2,600,834.28



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)

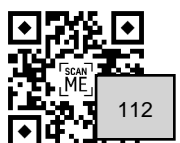
Note: A portion of January billing gets moved back to December of prior year based on audit requirements
 2/3 of consumption and 1/3 of base charges billed on January 20th get moved back to prior year
 2/3 of consumption, but none of the base charges billed on January 30th get moved back to prior year

Chapter 39 Amendment

Zoning Text Amendment (ZTA-001-2024) – These 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 City Planning and Zoning Commission and Community Development staff recommend approval. This is the second reading. No changes have been made since the first reading on May 21, 2024.

Steve

City/County Planner



ORDINANCE NO. 1798**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.
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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
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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: May 21, 2024
Second Reading: June 4, 2024
Final Passage: June 4, 2024



Engineering Memorandum

May 29, 2024

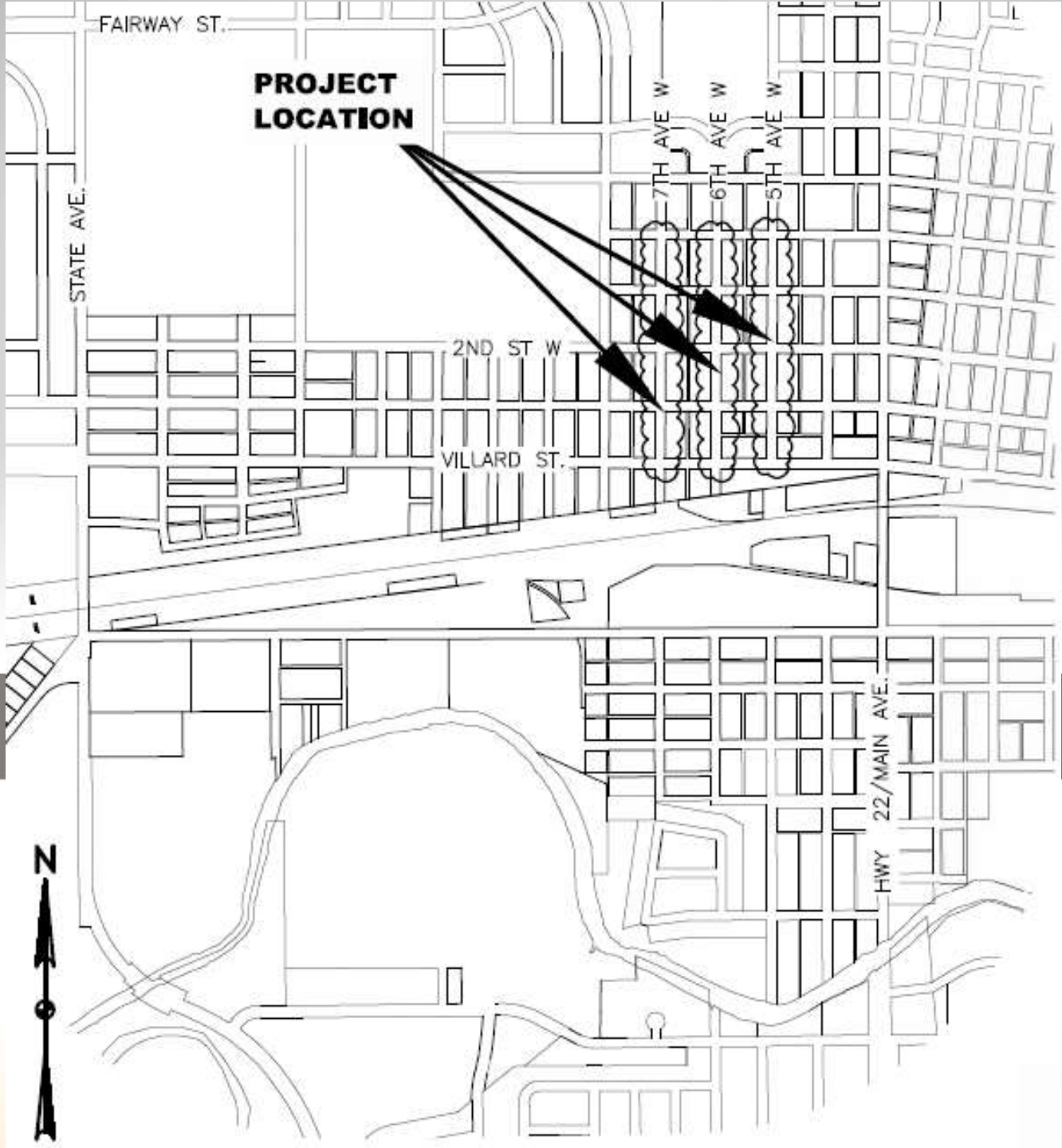
RE: June 4th Commission Meeting

2024 WATER MAIN AND LEAD SERVICE LINE REPLACEMENT CONTRACT AMENDMENT TO AMERICAN ENGINEERING TESTING, INC.

For your consideration is a contract amendment with American Engineering Testing, Inc. to provide quality control testing services for the 2024 Watermain and Lead Service Line Replacement project for an amount not to exceed **\$15,670.00**. The original contract was approved by the City Commission at the September 19, 2023 City Commission meeting to perform the geotechnical engineering services for the project. A legal review of this task order has been completed.

The city engineering staff recommends approval.







AET Project No. P-0033786
May 15, 2024

ACKNOWLEDGMENT AND AGREEMENT OF SERVICES

The services of American Engineering Testing, Inc., (AET) have been requested for the referenced project by Joshua Skluzacek of the City of Dickinson on May 2, 2024.

Understood information from requesting party includes the following:

Project Name: 2024 Watermain and Lead Service Lines Replacement
Project Address: Dickinson, ND
Client: City of Dickinson
Client Address: 38 1st Street W
 Dickinson, ND 58601
Client Contact: Mr. Joshua Skluzacek, PE
Joshua.skluzacek@dickinsongov.com

SERVICE EXTENT/COMMUNICATION:

AET's project Quality Control (QC) testing services will be provided on an on-call basis when requested by Client or authorized representative. We understand our materials testing services as indicated below will be provided for this project as an amendment to the current contract we have with the City of Dickinson for the City of Dickinson 2024 Geotechnical Engineering Services for Various Infrastructure and Engineering Improvements Projects.

UNDERSTOOD SCOPE OF SERVICES INCLUDES THE FOLLOWING:

- Field testing of plastic concrete for air, slump, temperature, and cast cylinders for compression strength as requested.
- Lab testing of concrete cylinders for compression strength.
- Compaction testing on backfill, basecourse, & asphaltic concrete paving.
- Lab testing on soils, basecourse, and bituminous materials (Proctors, sieve analysis, & mix verification).
- Prepare reports presenting the results of the services provided.

This proposal is valid for a period of 180 days from the date issued under the assumption that the project construction will take place in the 2024 calendar year.

Estimated Fees: Our services will be provided on a unit cost basis according to the unit rates provided in the attached AET Fee Estimate tabulation. Our monthly invoices will be determined by multiplying the number of personnel hours or tests by their respective unit rates. We have also estimated a total cost we anticipate will be required to complete the previously described testing services. This estimated total cost is based on the information provided, our experience with similar projects and the 35 site visits we base our estimate on. Our estimated total cost will be approximately **\$15,670.00**. We refer you to the attached Fee Estimate for an itemization of how we arrived at this estimated cost.

We caution that this is only an estimated cost. Often, variations in the overall cost of the services occur due to reasons beyond our control, such as construction change orders, weather delays, changes in the contractor's schedule, unforeseen conditions or retesting of services. These variations will affect the actual invoice totals, either increasing or decreasing our total costs for the project from those estimated in this proposal. If more time or tests are required, additional fees may be needed to complete the project testing services. If less time or tests are needed, cost savings will be realized. We have also attached our 2024 ND fee schedule for any other out of scope services that may be required.

TERMS/CONDITIONS:

All AET Services are provided subject to the Terms and Conditions set forth in the above referenced City of Dickinson 2024 Geotechnical Engineering Services for Various Infrastructure and Engineering Improvements Projects Construction 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 Authorized Client Representative section 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.

OTHER ATTACHMENTS (PART OF THIS AGREEMENT)

AET Fee Estimate
2024 North Dakota Construction Material Fee Schedule

AET Representative:



Will Diemert
Engineer I
Mobile: 701.840.7403
Email: wdiemert@teamaet.com

Authorized Client Representative:

ACCEPTANCE AND AUTHORIZATION: AET Proposal No. P-0033414

SIGNATURE: _____
PRINTED NAME: _____
COMPANY: _____
ADDRESS: _____
PHONE NUMBER AND EMAIL: _____
DATE: _____

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.: _____

PROJECT TESTING SERVICES FEE SCHEDULE
2024 Watermain and Lead Service Line Replacement

Dickinson, ND 58601
 AET PROPOSAL No. P-0033786



SERVICE DESCRIPTION	PROJECT BUDGET		
	ESTIMATED UNITS	UNIT RATE	BUDGET AMOUNT
<i>Subgrade/Base Proof Roll Observations & Testing</i>			
Subgrade/Base Testing - Technician III for soil compaction testing (assumes 20 trips to the jobsite).	40 Hour	\$115.00	\$4,600.00
Personal or company vehicle mileage.	400 Mile	\$1.20	\$480.00
Nuclear Density Gauge Rental - Daily	20 Day	\$71.00	\$1,420.00
ASTM D698 Standard Proctor	6 Test	\$240.00	\$1,440.00
ASTM C136 Sieve Analysis of Aggregate (Coarse and Fine)	1 Test	\$125.00	\$125.00
Section Subtotal:			\$8,065.00
<i>Concrete Testing</i>			
Concrete Testing - Technician III for testing of concrete only - NO OBSERVATIONS OF REINFORCING STEEL (assumes 10 trips to the jobsite).	20 Hour	\$115.00	\$2,300.00
Personal or company vehicle mileage.	50 Mile	\$1.20	\$60.00
ASTM C39 Concrete Compressive Strength - Curing, handling and testing of 4" x 8" concrete test cylinders (includes handling of non-tested cylinders).	50 Test	\$32.00	\$1,600.00
Section Subtotal:			\$3,960.00
<i>Bituminous Observations & Testing</i>			
Bituminous Density Testing - Technician III for Nuclear Density Testing of bituminous material without roll pattern observation (assumes 5 trips to the jobsite)	10 Hour	\$115.00	\$1,150.00
Personal or company vehicle mileage.	20 Mile	\$1.20	\$24.00
Gyratory Mix Properties (Suite of Tests) of bituminous; Rice Specific Gravity test and Gyratory Der	1 Test	\$575.00	\$575.00
Nuclear Density Gauge Rental - Daily	5 Day	\$71.00	\$355.00
Section Subtotal:			\$2,104.00
<i>Project Management & Coordination</i>			
Project Management - Engineer II/Project Manager for coordination of AET personnel and activities, attending meetings (if requested), consultation and report preparation.	6 Hour	\$165.00	\$990.00
Project Administrator for report preparation, review, invoicing.	6 Hour	\$80.00	\$480.00
Section Subtotal:			\$1,470.00
ESTIMATED BUDGET			\$15,670.00

North Dakota 2024 CMT Fee Schedule

AET Employee Personnel Rates		
Service Item	Unit	Rate
Project Administrator	Hour	\$ 80.00
Field Engineer	Hour	\$ 130.00
Engineer, Project Manager, Geologist (Level I)	Hour	\$ 155.00
Engineer, Project Manager, Geologist (Level II)	Hour	\$ 165.00
Senior Engineer, Project Manager, Geologist	Hour	\$ 205.00
Principle Engineer, Project Manager, Geologist	Hour	\$ 240.00
Technician, Level I	Hour	\$ 95.00
Technician, Level II	Hour	\$ 105.00
Technician, Level III	Hour	\$ 115.00
Technician, Level IV	Hour	\$ 120.00
<i>Above Fees +50% Overtime +100% Sunday & Holiday may apply</i>		
Per Diem (meals) for out-of-town Services	Day	\$ 55.00
Direct Project Expenses, i.e. motel, freight		Cost + 15%
AET Project Direct Expenses		
Service Item	Unit	Rate
4x8-in. Plastic Cylinder Molds	Case	\$ 84.00
6x12-in. Plastic Cylinder Molds	Case	\$ 84.00
Beam Mold Rental (including cleanup)	Mold	\$ 75.00
Bit Wear	Inch	\$ 9.00
Concrete Testing Equipment	Day	\$ 21.00
Generator (if required)	Day	\$ 131.00
Mobile Laboratory Rental (Concrete, Asphalt, or Soil)	Week	\$ 840.00
Patching Material	Each	\$ 65.00
Portable Coring Equipment	Hour	\$ 63.00
AET Vehicle Mileage		
Service Item	Unit	Rate
Mileage	Mile	\$ 1.20
Vehicle Charge – In Town	Each	\$ 55.00
Skid Steer / Bobcat Rental	Day	\$ 850.00
Aggregate		
Service Item	Unit	Rate
AASHTO T 89/90 Atterberg Limited (Plasticity) Dry Prep	Test	\$ 135.00
AASHTO T 89/90 Atterberg Limited (Plasticity) Wet Prep	Test	\$ 190.00
AASHTO T 96 LA Abrasion (w/o gradation)	Test	\$ 290.00
AASHTO T 335 Fractured Particles in Coarse Aggregate	Test	\$ 105.00
ASTM C127 Specific Gravity and Absorption of Coarse Aggregate	Test	\$ 120.00
ASTM C128 Specific Gravity and Absorption of Fine Aggregate	Test	\$ 120.00
ASTM C136 Sieve Analysis of Aggregate (Coarse and Fine)	Test	\$ 125.00
ASTM C136 Sieve Analysis of Coarse Aggregate-unwashed	Test	\$ 110.00
ASTM C136 Sieve Analysis of Fine Aggregate (includes ASTM C117 #200 wash)	Test	\$ 125.00
ASTM C142 Clay Lumps and Friable Particles in Fine Aggregate	Each	\$ 85.00
ASTM C29 Unit Weight of Coarse Aggregate (Loose or Rodded)	Test	\$ 95.00
ASTM C29 Unit Weight of Fine Aggregate (Loose or Rodded)	Test	\$ 95.00

ASTM C88 Soundness of Coarse Aggregate (5 cycles on 5 pans)	Test	\$ 385.00
ASTM C88 Soundness of Fine Aggregate (5 cycles on 5 pans)	Test	\$ 385.00
ASTM D4791 Flat and Elongated Particles	Each	\$ 200.00
Erionite (SEM)	Test	\$ 578.00
Hydrometer ASTM D422 (includes gradation)	Test	\$ 250.00
AASHTO T 113 Lightweight Pieces (shale)	Test	\$ 200.00

Concrete

Service Item	Unit	Rate
ASTM C109 Mortar Cube Compressive Strength individual cube	Test	\$ 35.00
ASTM C39 Concrete Compressive Strength 4x8 Cylinder	Test	\$ 32.00
ASTM C39 Concrete Compressive Strength 6x12 Cylinder	Test	\$ 42.00
ASTM C42 Section 7 Concrete Core Compressive Strength	Test	\$ 105.00
ASTM C642 Density, Absorption, and Voids in Hardened Concrete	Test	\$ 290.00
ASTM C78 Concrete Flexural Strength	Test	\$ 85.00
Compressive Strength of 2x4-in Cylinders	Test	\$ 35.00
ASTM C1140 Preparing Specimens from Shotcrete Panels (6 cores)	Test	\$ 189.00
Compressive Strength of CMU Prisms (Set of 3)	Test	\$ 184.00
Concrete Mix Design per ACI 211	Quote	
Core/Cylinder Preparation (ends)	Test	\$ 32.00
Profilograph Rental	Day	\$ 189.00
Rebar Locator	Day	\$ 142.00
Schmidt Rebound Hammer	Day	\$ 68.00

ND Oil and Gas Sundry Testing

Service Item	Unit	Rate
Cation Exchange Capacity	Test	\$ 81.00
Electrical Conductivity	Test	\$ 40.00
pH/Soil	Test	\$ 35.00
Sodium Absorption Ratio (SAR)	Test	\$ 76.00

Pavements/Bituminous

Service Item	Unit	Rate
ASTM D2172/AASHTO T 164 Quantitative Extraction of Asphalt Binder (with gradation)	Test	\$ 331.00
ASTM D2172/AASHTO T 164 Quantitative Extraction of Asphalt Binder (without gradation)	Each	\$ 239.00
AASHTO T 209 Rice Theoretical Max Specific Gravity of Hot Mix Asphalt	Test	\$ 155.00
ASTM D2726/AASHTO T 166 Bulk Specific Gravity and Density of Asphalt Mixtures	Core	\$ 190.00
Gyratory Mix Properties (Suite of Tests)	Each	\$ 575.00
Laboratory Mix Design	Quote	
Marshall Properties	Test	\$ 665.00
Marshall Stability and Flow	Test	\$ 75.00
NDDOT Superpave SPV Mix Proportioning (SFN Forms)	Test	\$ 600.00
ASTM D2726 Pavement Density and Thickness	Test	\$ 190.00
AASHTO T 176 Sand Equivalent of Fine Aggregate	Test	\$ 240.00
AASHTO T 304 Uncompacted Voids (FAA)	Test	\$ 142.00

Soil and Earthwork Testing		
Service Item	Unit	Rate
ASTM D1557 Modified Proctor	Test	\$ 240.00
ASTM D1883 California Bearing Ratio (CBR) excludes proctor – One Point	Test	\$ 395.00
ASTM D1883 California Bearing Ratio (CBR) excludes proctor – Three Point	Test	\$ 785.00
ASTM D5084 Hydraulic Conductivity by Flexible Wall Permeator	Test	\$ 525.00
ASTM D5084 Hydraulic Conductivity of Remodeled Clay by Flexible Wall Permeator	Test	\$ 700.00
ASTM D5856 Hydraulic Conductivity of Rigid Clay Permeability Test	Test	\$ 525.00
ASTM D5856 Hydraulic Conductivity of Remolded Rigid Clay Permeability Test	Test	\$ 525.00
ASTM D5856 Hydraulic Conductivity of Sand	Test	\$ 325.00
ASTM D698 Standard Proctor	Test	\$ 240.00
Field Density; DCP Rental	Day	\$ 125.00
Field Density; Nuclear Density Gauge Rental	Day	\$ 71.00
Field Density; Test Charge, Nuclear	Test	\$ 37.00
Field Density; Test Charge, Sand Cone	Test	\$ 95.00
One Proctor Checkpoint	Test	\$ 80.00



Engineering Memorandum

May 29, 2024

RE: June 4th Commission Meeting

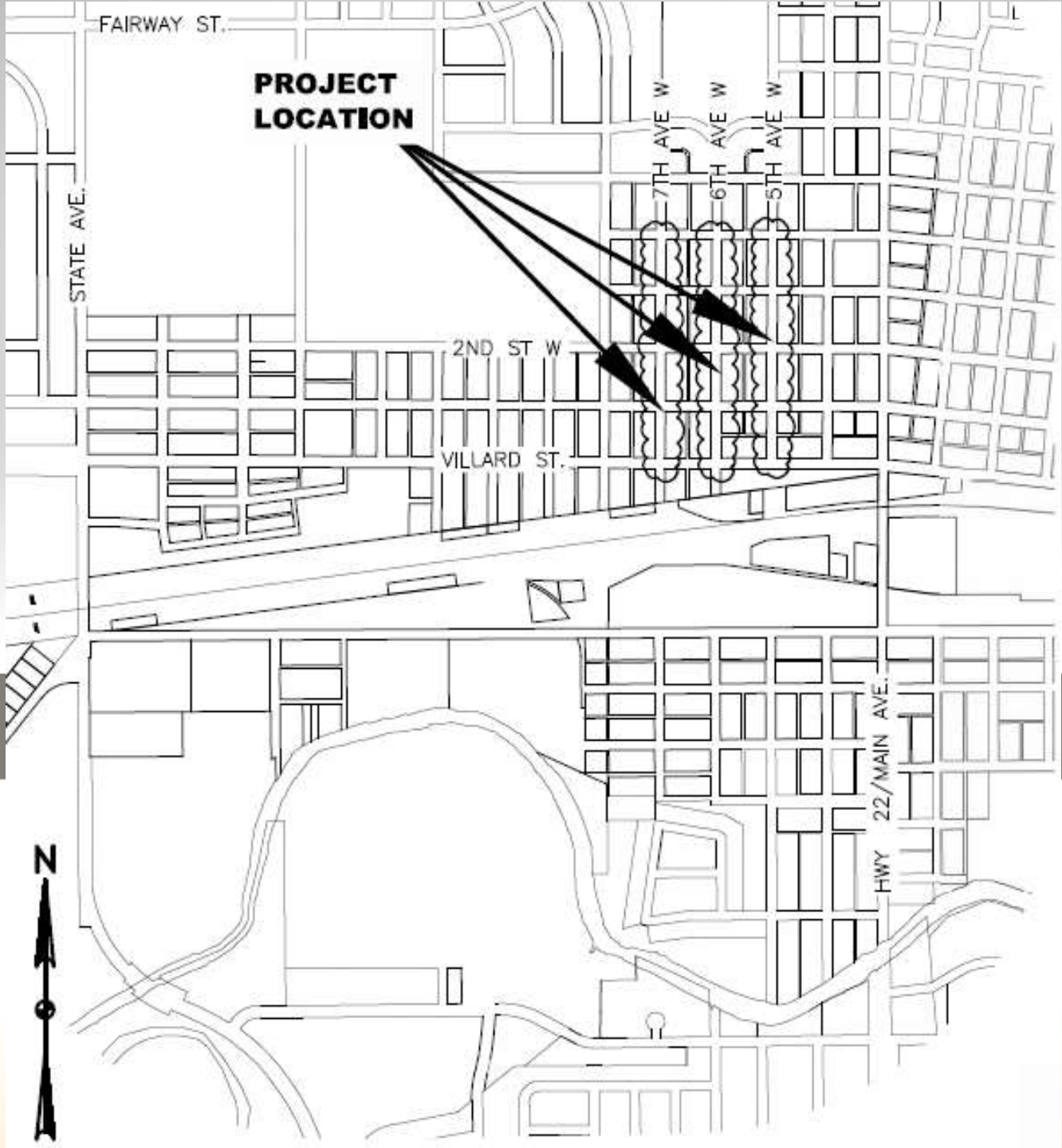
DRINKING WATER SRF LOAN RESOLUTION

For your consideration is resolution to authorize Samantha Buzalsky as an authorized individual on behalf of the City of Dickinson to execute the Drinking Water State Revolving Fund (DWSRF) Loan through the North Dakota Department of Environmental Quality. The loan details are listed below.

- The total DWSRF loan amount requested is of **\$2,000,000** which is intended to be used for the water main replacements for the project.
- The remaining loan balance carries an interest rate of 2.0%.

The City Engineering and Public Works staff recommends approval.





RESOLUTION OF GOVERNING BODY OF APPLICANT

(Suggested Format)

RESOLUTION NO. _____

Resolution authorizing filing of application with the North Dakota Department of Health for a Loan under the Clean Water Act and/or the Safe Drinking Water Act.

WHEREAS, under the terms of the Clean Water Act and/or the Safe Drinking Water Act, the United States of America has authorized the making of loans to authorized applicants to aid in the construction of specific public projects: Now, Therefore, BE IT RESOLVED

City of Dickinson (Governing Body of Applicant)

- 1. That Samantha Buzalsky be and is hereby authorized to execute
(Designate Official)
and file an application on behalf of City of Dickinson with the North
(Legal Name of Applicant)

Dakota Department of Health for a loan to aid in the construction of:

2024 Watermain and Lead Service Line Replacement Project

(Brief Project Description)

- 2. That Samantha Buzalsky, Accountant in Finance, be and is
(Name of Authorized Representative) (Title)
hereby authorized and directed to furnish such information as the North Dakota Department of Health may reasonably request in connection with the application which is herein authorized to be filed, to sign all necessary documents, and, on behalf of city, to accept loan offer and receive payment of loan funds.

CERTIFICATE OF RECORDING OFFICER

The undersigned duly qualified and acting Commission President of the
(Title of Officer)

City of Dickinson does hereby certify:
(Legal Name of Applicant)

That the attached resolution is a true and correct copy of the resolution, authorizing the filing of application with the North Dakota Department of Health, as regularly adopted at a legally convened meeting of the Board of Commissioners duly held on the 4 day of
(Name of Governing Body of Applicant)

June, 2024; and further that such resolution has been fully recorded in the journal of proceedings and records in my office.

In WITNESS WHEREOF, I have hereunto set my hand this 4 day of June, 2024.

(SEAL)
If applicant has an official seal, impress here.

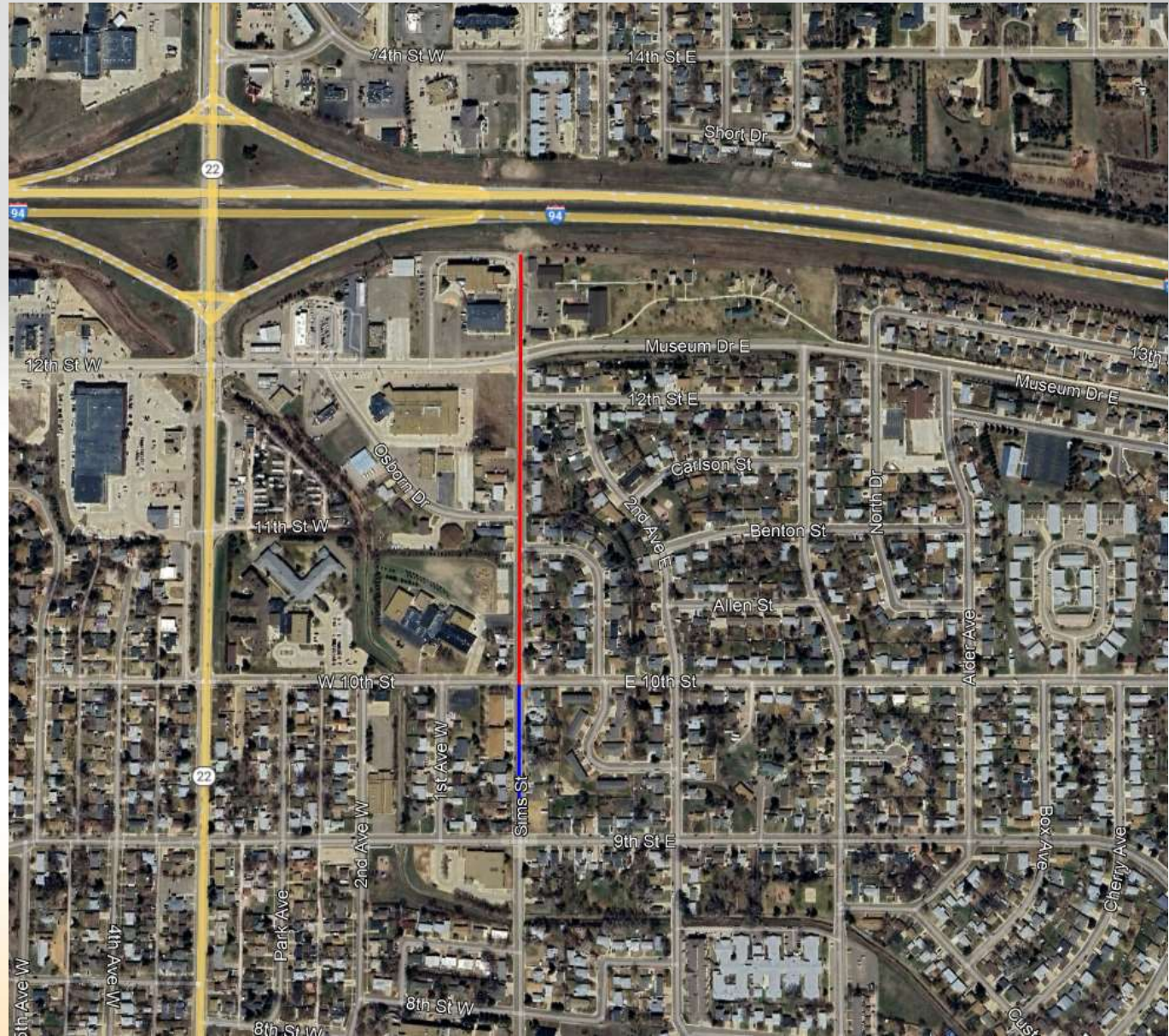
(Signature of Recording Officer)
President of City Commission

(Title of Recording Officer)

Sims - 9th St. E. to Museum Dr.

Project limits includes the right-of-way to I-94

- RED = Reconstruction
- BLUE = Mill & Overlay





Engineering Memorandum

May 29, 2024

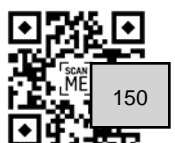
RE: June 4th Commission Meeting

CLEAN WATER SRF LOAN RESOLUTION

For your consideration is resolution to authorize Samantha Buzalsky as an authorized individual on behalf of the City of Dickinson to execute the Clean Water State Revolving Fund (CWSRF) Loan through the North Dakota Department of Environmental Quality. The loan details are listed below.

- The total CWSRF loan amount requested is of **\$2,000,000** which is intended to be used for the sanitary sewer and storm sewer replacements for the project.
- The remaining loan balance carries an interest rate of 2.0%.

The City Engineering and Public Works staff recommends approval.



RESOLUTION OF GOVERNING BODY OF APPLICANT
(Suggested Format)

RESOLUTION NO. _____

Resolution authorizing filing of application with the North Dakota Department of Health for a Loan under the Clean Water Act and/or the Safe Drinking Water Act.

WHEREAS, under the terms of the Clean Water Act and/or the Safe Drinking Water Act, the United States of America has authorized the making of loans to authorized applicants to aid in the construction of specific public projects: Now, Therefore, BE IT RESOLVED

City of Dickinson _____ (Governing Body of Applicant)

- 1. That Samantha Buzalsky _____ be and is hereby authorized to execute
(Designate Official)
and file an application on behalf of City of Dickinson _____ with the North
(Legal Name of Applicant)

Dakota Department of Health for a loan to aid in the construction of:

Sims Street and Utility Improvements Project

(Brief Project Description)

- 2. That Samantha Buzalsky _____, Accountant in Finance _____, be and is
(Name of Authorized Representative) (Title)
hereby authorized and directed to furnish such information as the North Dakota Department of Health may reasonably request in connection with the application which is herein authorized to be filed, to sign all necessary documents, and, on behalf of city, to accept loan offer and receive payment of loan funds.

CERTIFICATE OF RECORDING OFFICER

The undersigned duly qualified and acting Commission President _____ of the
(Title of Officer)

City of Dickinson _____ does hereby certify:
(Legal Name of Applicant)

That the attached resolution is a true and correct copy of the resolution, authorizing the filing of application with the North Dakota Department of Health, as regularly adopted at a legally convened meeting of the Board of Commissioners _____ duly held on the 4 _____ day of
(Name of Governing Body of Applicant)

June _____, 2024 _____; and further that such resolution has been fully recorded in the journal of proceedings and records in my office.

In WITNESS WHEREOF, I have hereunto set my hand this 4 _____ day of June _____, 2024.

(SEAL)
If applicant has
an official seal,
impress here.

(Signature of Recording Officer)
President of City Commission

(Title of Recording Officer)



Engineering Memorandum

May 30, 2024

RE: June 4th City Commission Meeting

202108 EAST BROADWAT DAM – CONTRACT AMENDMENT WITH BARR ENGINEERING CO.

For your consideration is a contract amendment with Barr Engineering Co. to provide final project plans and specifications and bidding assistance for the East Broadway Dam project for a time and expenses basis as specified in the contract for **\$155,607.33**. The City Attorney has reviewed this contract, and has no additional comments. The project was approved with the 2024 capital improvement project budget, and it is to be paid for using Gross Production Tax (GPT) and the North Dakota Department of Water Resources grant which was approved at the April 2, 2024 City Commission meeting.

The scope of work with this contract amendment includes: project management, design drawings and specifications, construction cost estimating, a design report to meet the North Dakota Department of Water Resources Dam Safety Standards, permitting through the State of North Dakota and the United States Army Corps of Engineers, right-of-way services to acquire the property located adjacent to the proposed rock riffles, public engagement, and bidding assistance.

The city engineering staff recommends approval.



East Broadway Dam



East Broadway Dam



May 28, 2024

Joshua Skluzacek
Engineer – Community Development Director
Engineering Department
38 1st Street West
Dickinson, ND 58601

Re: East Broadway Dam Modification Project – Final Design Scope, Schedule, and Budget

Dear Mr. Skluzacek:

We are excited for the opportunity to continue working with you on the East Broadway Dam Modification project. We were previously contracted by the City to complete an alternatives analysis of three options to remove or replace the dam and then complete a 30% design of the selected alternative. This work was completed from summer 2021 to spring 2022. The City selected the alternative of removing the existing dam and constructing a new rock riffle spillway upstream of the current dam location.

This letter presents our scope, schedule, and fee estimate to take the project through final design, permitting, and provide bidding support. It also includes assistance with obtaining land along the east bank of the proposed rock riffle spillway and assisting with the title transfer of a second property located adjacent to the work. This scope assumes the concept shown in the 30% design will continue to be advanced, without significant changes. This scope does not include construction administration or engineering services during construction; however, these services could be contracted separately at a later date in time. This proposal has been updated to address land acquisition and public involvement updates requested by the City as well as address changes to the North Dakota administrative and technical requirements (issued in 2024) necessary for a construction permit.

1.0 Scope

Job 1: Project Management

Job 1 will consist of kicking off this phase of the project, managing the scope, schedule, and budget of the project, and meetings and other communications with the City.

We will provide a bi-weekly progress report that includes summary of milestone progress, actions completed the prior period, actions to be performed during the next period, budget summary, and a list of action items. We will also coordinate a monthly milestone meeting with the City throughout the duration of the project. The monthly meeting will be utilized to review and discuss the actions from the bi-weekly report.

Job 2: Detailed Design and Bidding Documents

Job 2 will consist of detailed design of the proposed rock riffle spillway and preparation of Issued for Bidding Plans, Specifications, and Engineer's Estimate of Probable Construction Cost. We will prepare submittals for the City to review at 65%, 95%, and final Issued for Bidding. Detailed Design and Bidding Documents consists of the following:

Task A: Hydraulic Modeling

We will finalize the hydraulic modeling that was started in the previous phase of the project, reflecting the final configuration to be constructed. The hydraulic model will be used to confirm there is "no-rise" in river levels upstream of the dam for permitting purposes. It will also be used to determine proposed water velocities, and those velocities will be used to appropriately size the rock used for the rock riffles and riprap bank stabilization. The hydraulic design will also be used to develop information to share with the Contractor to aid in the design of water management during construction of the project. A hydraulic memo will be prepared to document the modeling work that was done.

Task B: Design and Drawings

Detailed design of the rock riffle spillway will be completed, and we will prepare Drawings for use in permitting, bidding, and construction. Drawings will be prepared using AutoCAD Civil3D in compliance with Barr's CAD standards. Drawings will be issued at 65%, 95%, and Issued for Bidding. The 65% Drawings will be used in permit applications. The Issued for Bidding Drawings will be signed and stamped by a Professional Engineer licensed in the state of North Dakota.

Deliverables: PDF of Drawings at 65% complete, 95% complete, and Issued for Bidding.

Task C: Specifications

Specifications will be completed in accordance with the standards set forth by the Construction Specifications Institute (CSI). City Standards and Specifications will be followed as applicable. Specifications will be issued at 65%, 95%, and Issued for Bidding. We will also prepare the "front end" contracting documents (Division 00 Specifications) with input from the City. The "front end" contracting documents will be based upon EJCDC standard documents. The Issued for Bidding Specifications will be signed and stamped by a Professional Engineer licensed in the state of North Dakota.

Deliverables: PDF of Specifications at 65% complete, 95% complete, and Issued for Bidding.

Task D: Cost Estimates

We will prepare Engineer's Opinion of Probable Construction Costs for the project at 65% complete, 95% complete, and Issued for Bidding. The range of costs will be in conformance with ASTM E2516 for the level of design complete at the time of the estimate.

Deliverables: Engineer's Opinion of Probable Construction Costs at 65% complete, 95% complete, and Issued for Bidding.

Task E: Design Report

New Dam Safety Standards adopted by the ND DWR in January 2024 require a Design Report be submitted to the DWR for the Dam Construction Permit review and approval. We will prepare a design

report documenting the technical work of the project to accompany the 95% complete Plans and Specifications for the submittal to the DWR.

Deliverables: Design Report at 95% complete.

Job 3: Permitting

Barr will prepare and submit permit applications, on the City's behalf, for the following permits/approvals:

- Office of the State Engineering Dam Construction Permit
- State of North Dakota Sovereign Lands Permit
- USACE 404 Permit

It is assumed the 95% Plans will be used for permit applications and any permit fees will be paid by the City.

A cultural resources review will also be triggered by the USACE 404 Permit. Barr will contract Juniper, LLC (Juniper) to perform a cultural resources literature review and pedestrian inventory for the project site. The details of this scope of work, developed by Juniper, are attached to this proposal.

Additionally, Barr will facilitate a public input meeting in Dickinson to present the project to stakeholders and solicit input. We will prepare a presentation and several poster boards for the public input meeting. One Barr staff member will facilitate the meeting in person. We have assumed City staff will also attend the meeting and assist with fielding questions/input from the public. We have assumed this meeting will be held between the 65% and 95% design deliverable dates.

Job 4: Right-of-Way Services

The land on the east side of the river where the project will take place is privately owned by Riverfront North Dakota, LLC. The City has had discussions with this landowner, and the landowner has indicated they are interested in donating this property (the entire parcel) to the City. Assisting the City with obtaining this property is included in this scope of work.

Additionally, the City indicated that the parcel southeast of the parcel to be donated as part of the project currently also lists the owner as Riverfront North Dakota, LLC. This parcel has a building recently constructed by the City on the property, but the City's understanding is that the deed was never filed for the City to officially take ownership of this parcel. Preparing and filing the paperwork for the City to officially take ownership of this parcel is also included in this scope of work.

Barr will contract SRF Consulting Group, Inc. (SRF) to assist with right-of-way services, including preparing purchase agreement and donation documentation and coordinating with the landowner. Additionally, to ensure that both the landowner and City understand the value of the donation, an appraisal of the land value will be performed by Boulder Appraisal as a subconsultant to Barr. The details of SRF's and Boulder Appraisal's scopes of work are attached to this proposal.

Job 5: Bidding Assistance

During the bidding phase of the project we will advertise the bid for contractors on QuestCDN and in North Dakota newspapers, meeting North Dakota Century Code requirements. We will host a virtual pre-

bid meeting for interested contractors, respond to contractor’s questions during bidding, and prepare and issue addendum if necessary.

2.0 Schedule

The anticipated schedule to complete the various Jobs and Tasks identified in Section 1.0 of this document are summarized in Table 1. This schedule is updated to reflect the approval date of the cost share on April 8th and subsequent discussions with the City. We have assumed work will continue to proceed and formal notification of the updated change order acceptance will be provided by June 5, 2024.

Table 1 Anticipated Schedule

Milestone	Approximate Date
Notice to Proceed	June 5, 2024
DWR Cost Share Approval	Complete
Appraisal Report	August 23, 2024
65% Design Complete	September 6, 2024
95% Design Complete	November 22, 2024
Permit Applications Submitted	December 6, 2024
Land Acquisition Complete	December 20, 2024
Issued for Bidding Documents	February 3, 2025

3.0 Budget and Funding

Barr will bill you on a time and expense basis to be invoiced monthly. The budget presented in Table 2 will not be exceeded without prior authorization by you. The items highlighted are items that have changed from the previous change order to reflect changes to North Dakota rules and changes requested by the City.

Table 2 Estimated Budget

	Labor Hours	Labor Costs	Expenses	Sub-Contractor Total	Project Total
Job 1 - Project Management					
General PM	36.0	\$ 6,940.00	\$ -	\$ -	\$ 6,940.00
Invoicing	30.0	\$ 4,930.00	\$ -	\$ -	\$ 4,930.00
Bi-weekly status reports	18.0	\$ 3,250.00	\$ -	\$ -	\$ 3,250.00
Monthly Meetings	18.0	\$ 3,580.00	\$ -	\$ -	\$ 3,580.00
Subtotal	102.0	\$ 18,690.00	\$ -	\$ -	\$ 18,690.00
Job 2 - Detailed Design and Bidding Documents					
Hydraulics	80.0	\$ 11,880.00	\$ -	\$ -	\$ 11,880.00
Design and Drawings	280.0	\$ 39,330.00	\$ -	\$ -	\$ 39,330.00
Specifications	74.0	\$ 11,500.00	\$ -	\$ -	\$ 11,500.00
Cost Estimates	38.0	\$ 5,720.00	\$ -	\$ -	\$ 5,720.00
Front End Contracting Documents	20.0	\$ 3,390.00	\$ -	\$ -	\$ 3,390.00
Design Report	70.0	\$ 10,260.00	\$ -	\$ -	\$ 10,260.00
Subtotal	492.0	\$ 71,790.00	\$ -	\$ -	\$ 71,790.00
Job 3 - Permitting					
Cultural Resources	8.0	\$ 1,350.00	\$ -	\$ 10,017.15	\$ 11,367.15
Dam Construction Permit	24.0	\$ 3,560.00	\$ -	\$ -	\$ 3,560.00
Sovereign Lands Permit	24.0	\$ 3,560.00	\$ -	\$ -	\$ 3,560.00
404 Permit	24.0	\$ 3,560.00	\$ -	\$ -	\$ 3,560.00
Public Input Meeting	42.0	\$ 7,230.00	\$ 1,500.00	\$ -	\$ 8,730.00
Subtotal	122.0	\$ 19,230.00	\$ 1,500.00	\$ 10,017.15	\$ 30,747.15
Job 4 - Right-of-Way Services					
Appraisal	6.0	\$ 1,160.00	\$ -	\$ 9,350.00	\$ 10,510.00
Acquisition and Documents	6.0	\$ 1,160.00	\$ -	\$ 10,530.18	\$ 11,690.18
Subtotal	12.0	\$ 2,320.00	\$ -	\$ 19,880.18	\$ 22,200.18
Job 5 - Bidding Assistance					
Prebid Meeting (Virtual)	8.0	\$ 1,430.00	\$ -	\$ -	\$ 1,430.00
Questions and Addenda	44.0	\$ 6,580.00	\$ -	\$ -	\$ 6,580.00
Bid Review	6.0	\$ 1,020.00	\$ -	\$ -	\$ 1,020.00
Posting Admin	22.0	\$ 3,150.00	\$ -	\$ -	\$ 3,150.00
Subtotal	80.0	\$ 12,180.00	\$ -	\$ -	\$ 12,180.00
Project Total	808.0	\$ 124,210.00	\$ 1,500.00	\$ 29,897.33	\$ 155,607.33

The ND Department of Water Resources (DWR) has approved a cost-share for the final design of this project, not to exceed \$106,908, as approved by the DWR Commission on February 8, 2024. It is likely the

DWR will also cost share the construction phase of the project, but funds for that phase will need to be requested in the future.

We will look for additional funding sources to support the construction as the design progresses. One funding source where we have been successful for similar projects in North Dakota is the Outdoor Heritage Fund. The Outdoor Heritage Fund can contribute up to 20% of the construction cost and requires the project to meet one of four categories. The one we have met with other rock riffles is fish passage.

4.0 Assumptions

We have made the following assumptions while preparing this scope, schedule, and budget:

- All deliverables will be provided in electronic pdf format.
- Meetings will be held virtually using Microsoft Teams or another online platform.
- We have not allocated any budget for Barr staff members to visit the site.
- The scope does not include construction administration or engineering services during construction.
- The concept shown in the 30% design will continue to be advanced, without significant changes.
- This scope does not include geotechnical investigation, analysis, or design but those services can be provided for additional fee should the need arise.
- The State of North Dakota will not require updates to the site hydrology and to the hazard classification. If necessary, we can provide those services for an additional fee.

We look forward to working with you on this interesting project. Please contact Jon Ausdemore or Matt Peterson regarding any questions.

Sincerely,



Jon Ausdemore, PE
Vice President, Principal in Charge



Matt Peterson, PE
Project Manager

Attachments

Scope and Fee estimates from Sub-Consultants:

- Juniper, LLC
- SRF Consulting Group, Inc.
- Boulder Appraisal



JUNIPER

ENVIRONMENTAL CONSULTING

July 18, 2023

Mr. Matt Peterson, PE
Senior Civil Engineer
Barr
4300 Market Pointe Drive
Suite 200
Minneapolis, MN 55435

RE: Cultural Resource Management Services for Literature Review and Pedestrian Inventory for the East Broadway Dam Replacement Project, Stark County, ND

Dear Mr. Peterson,

Juniper, LLC, is pleased to submit the following cost estimate for Cultural Resource Management Services for the East Broadway Dam Replacement Project in Dickinson, Stark County, ND. Our understanding of the project is based on emails and data received on July 11, 2023. Our estimated costs, our assumptions, and an outline of the cultural resource management tasks to be completed for the proposed undertaking are as follows:

- A not-to-exceed cost of \$9,106.50 for the Literature Review, Intensive Pedestrian Inventory, the overall project documentation and management, and
- A per unit cost of \$750.00 per cultural resource recorded during the Inventory after the first one recorded.

Our cost estimate includes the services outlined below and follows the approximate time frames to complete each task. The time frames are approximate and should be considered best guess estimates for the tasks based on our experience working on similar projects in the region. It is understood that the background research, fieldwork, and a draft report need to be completed and submitted to Barr as soon as possible for the project. We are confident that we can complete the fieldwork and reporting in a timely manner.

Cultural Resources

1. Completion of a Class I Literature Review:
 - a. Our anticipated start date is within ten business days of receiving written notice to proceed.
 - b. We anticipate completing this task within ten working days.
 - c. Juniper's Principal Investigator shall review the results of the Literature Review, including reading relevant portions of manuscripts for projects that overlap the project area and data in manuscripts relating to evaluations of cultural resources that may not be contained in the NDCRS forms.
 - d. Juniper's Principal Investigator shall review relevant historic maps, photos, and other online geographic data based on the file search data.

- e. If, through Juniper research, we find that the project area has been partially or completely inventoried in the past, we will notify Barr and consult about how to proceed with the proposed undertaking.
2. The Intensive Pedestrian Cultural Resource Inventory of the project area:
 - a. The project area is currently undefined, but we assume that the project will be confined to the park areas directly surrounding the dam within Dickinson, ND.
 - b. Based on our estimates less than a 10 acre area will need to be inventoried for cultural materials.
 - c. If more than 10 acres are requested, Barr will be notified, and permission obtained to adjust our costs and time frames to account for additional effort needed to complete the work.
 - d. The project area will need to be staked or provided to Juniper in ESRI shapefile format (NAD 1983 UTM Zone 13 North or comparable datum), Google Earth file (.kmz or .kml file) or plotted on USGS7.5' maps prior to the start of fieldwork.
 - i. Juniper will consult with Barr prior to the start of any fieldwork to assure that the location and outline of the inventory area is correct and there have been no additions or deletions.
 - e. We anticipate having the inventory completed within two days of the start of the fieldwork, weather and field conditions permitting.
 - f. The cost assumes one continuous field effort to complete the fieldwork:
 - i. If the fieldwork is hampered by weather conditions, lack of landowner access, delayed consultation, lack of a defined project corridor, a shelter-in-place-order, or government prohibition of travel, or circumstances beyond Juniper's control, Barr will be notified, and permission obtained to adjust our costs and time frames to account for additional effort needed to complete the work.
 - ii. If the proposed fieldwork needs to be completed over several efforts, Barr will be notified, and permission obtained to adjust our costs and time frames to account for additional effort needed to complete the work.
 3. This cost estimate assumes the identification, recording, updating, and reporting of cultural resources (site, site lead, or isolated find) will be billed on a per unit basis after the first one recorded:
 - a. Each cultural resource which needs to be documented after the first one will be charged at a per unit rate of \$750.00.
 - b. Juniper assumes that the WPA era dam will need to be recorded as part of this project.
 - c. Juniper will notify Barr when more than one cultural resource is recorded.
 - d. GPS data (shape files) from the recording of the cultural resources may be provided (if requested) to Barr with the final report.
 - e. Please be aware that location data and descriptions of cultural resources need to be kept confidential and protected.
 4. The production of a professional quality report:
 - a. Our cost estimate assumes that one report will be produced for the project.
 - b. The draft report will be provided to Barr for their review and possible submission to the stakeholders within 60 days of the end of fieldwork.

- i. If more than one cultural resource is encountered during the inventory, Juniper will notify Barr and consult on a revised time frame for completion of the report.
 - ii. The revised time frame will assume a timely response from the ND SHPO for any requests for SITS numbers (normally 10-15 days).
 - iii. The ND SHPO has up to 30 days to provide SITS numbers.
 - iv. The report cannot be produced without the SITS numbers from the ND SHPO.
 - v. Draft copies of the report without SITS numbers will not be provided to Barr or to any agencies.
 - c. The report will be considered as final if Barr does not request any revisions in writing within five working days.
 - d. If changes to the report are needed, the final report shall be submitted to Barr within 15 days after Juniper has been notified of the necessary revisions in writing.
 - e. Please be aware that reviewing agencies have 30 days for document review.
 - f. If a reviewing agency requests revisions, a final report shall be submitted to Barr within five days after Juniper has been notified of the necessary revisions in writing.
 - g. Juniper will prepare a digital version of the report.
 - i. One hard copy of the report will be produced for submittal to the ND SHPO.
- 5. This cost estimate does not include costs for:
 - a. Formal evaluation (testing or historical documentation) of any sites encountered during the inventory.
 - b. Mitigation or data recovery excavations of any cultural resources encountered during the inventory.
 - c. Any monitoring of construction through or adjacent to cultural resources.
 - d. Assisting with in-the-field physical demarcation of sites, i.e., assisting survey crews with staking, flagging, or avoidance of cultural resources.
 - e. Native American Consultation (54 U.S.C. 306108§ 302701) that may be needed to complete the Section 106 process.
 - f. Any legal testimony arising out of project decisions.
 - g. Any services not contained in this scope of work and cost estimate.

If any portions of those additional services are required, the costs for the services will be developed in consultation with Barr. Again, we thank you for the opportunity to work with you on this project.

Sincerely,




John G. Morrison
Vice President/Principal Investigator
Juniper, LLC

SRF Consulting Group, Inc. Work Tasks and Person-Hour Estimates

Client: Barr

Project: East Broadway Bridge


Subconsultants: None 23-May-24




TASK NO. SUMMARY OF TASKS

1.0 RIGHT OF WAY TASKS

Project Overview:
Acquisition/ Donation of one parcel for East Braodway Dam Project

SRF Consulting Group, Inc. Client: Barr Project: East Broadway Bridge Subconsultants: None	Work Tasks and Person-Hour Estimates	 0.00
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TASK NO.	TASK DESCRIPTION	PROF. VIII-VII	PROF. VI	PROF. V	PROF. IV	PROF. III	PROF. II	PROF. I	TECH.	SUPPORT	TOTALS	EST. FEE
1.0	Right of Way <u>Assumptions:</u> All acquisition activities will comply with the Uniform Relocation and Real Property Acquisition Policies Act of 1970, as amended; as well as all State and Federal guidelines. Negotiation for 2 total acquisition of parcels. Both Parcels area ssumed to be vacant and the owner will be donating to the City. Assumes City will provide preferred Purchase Agreement template Assumes City will conduct Closing for the property/ Title Assumes SRF will pull last deed to confirm initial ownership Barr will contract for appraisal											
1.1	General Day to day project management, administration and general coordination of activities between all affected parties.	4	-	-	-	4	-	-	-	-	8	\$1,291.86
2.2	Prepare Purchase Packages/ Donation Documentation and related documentation	2	-	-	-	6	-	-	-	-	8	\$1,121.24
2.3	Acting on behalf of the City, present appraisal to demonstare the value of the donation. One in person trip to owner in Dickinson	-	-	-	-	50	-	-	-	-	50	\$5,941.35
2.4	Apprasial and R/W Kick off meetings (by phone)	2	-	-	-	2	-	-	-	-	4	\$645.93
	SUBTOTAL - TASK 2	8	0	0	0	62	0	0	0	0	70	\$9,000.39

<p>SRF Consulting Group, Inc. Client: Barr Project: East Broadway Bridge Subconsultants: None</p>	<p>Work Tasks and Person-Hour Estimates</p>	 0.00
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TASK NO.	TASK DESCRIPTION	PROF. VIII-VII	PROF. VI	PROF. V	PROF. IV	PROF. III	PROF. II	PROF. I	TECH.	SUPPORT	TOTALS	EST. FEE
	TOTAL ESTIMATED PERSON-HOURS	8	0	0	0	62	0	0	0	0	70	
	AVERAGE HOURLY BILLING RATE	\$67.00	\$55.00	\$53.00	\$43.00	\$39.00	\$40.00	\$34.00	\$37.00	\$35.00		
	ESTIMATED LABOR AND OVERHEAD	\$536.00	\$0.00	\$0.00	\$0.00	\$2,418.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,954.00
	AVERAGE HOURLY PAYROLL RATE	\$67.00	\$55.00	\$53.00	\$43.00	\$39.00	\$40.00	\$34.00	\$37.00	\$35.00		
	ESTIMATED LABOR	\$536.00	\$0.00	\$0.00	\$0.00	\$2,418.00	\$0.00	\$0.00	\$0.00	\$0.00		\$2,954.00
	ESTIMATED OVERHEAD COST										172.04%	\$5,082.06
	ESTIMATED LABOR AND OVERHEAD											\$8,036.06
	FIXED FEE										12.00%	\$964.33
	SRF ESTIMATED DIRECT NON-SALARY EXPENSES											\$572.50
												SUBTOTAL: (SRF Labor and Expenses) <u>\$9,572.89</u>
												SUBCONSULTANTS: \$0.00
TOTAL ESTIMATED FEE (SRF and Subconsultants combined)												\$9,572.89

SRF ESTIMATE OF DIRECT NON-SALARY EXPENSES:

MILEAGE:	Personal Vehicles	700	Miles @	\$0.625		\$437.50
MEALS:		1	Days @	\$35.00		\$35.00
LODGING:		1	Nights @	\$100.00		\$100.00
SRF EXPENSES:						\$572.50

SUMMARY OF COSTS:

TASK NO.	TASK DESCRIPTION	PROF. VIII-VII	PROF. VI	PROF. V	PROF. IV	PROF. III	PROF. II	PROF. I	TECH.	SUPPORT	TOTALS
1	Right of Way	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00
TOTALS		\$1,633.11	\$0.00	\$0.00	\$0.00	\$7,367.28	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.39

SUMMARY OF HOURS:

TASK NO.	TASK DESCRIPTION	PROF. VIII-VII	PROF. VI	PROF. V	PROF. IV	PROF. III	PROF. II	PROF. I	TECH.	SUPPORT	TOTALS
1	Right of Way	-	-	-	-	-	-	-	-	-	0
TOTALS		8	0	0	0	62	0	0	0	0	70

May 24, 2024

Mr. Matt Peterson
Barr Engineering Company
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435

Re: Appraisal Bid Proposal
"City of Dickinson East Broadway Dam Project"
5.668 Acre Land Tract / Parcel ID #0664-0100-1700 & #0664-0100-1603
Owner/Donor: Riverfront North Dakota, LLC
Prospective Buyer/Donee: City of Dickinson

Dear Mr. Peterson:

Thank you for contacting Boulder Appraisal for your appraisal needs. Our fee to prepare an appraisal of the above referenced property is estimated not to exceed \$8,500 with delivery in approximately 30-60 days from engagement. Please note that this proposal is subject to change if any material changes are made to the provided information.

It's my understanding that the purpose or objective of the appraisal would be to establish the property's as-is fee simple market value for possible acquisition by the City of Dickinson. Therefore, the appraisal would be completed for you, the client, through the extension of the City of Dickinson.

The appraisal would be completed in conformance with the (a) *Uniform Relocation Assistance and Real Property Acquisition Policy Act* ("The Uniform Act) and the accompanying Sixth Edition of the *Uniform Appraisal Standards for Federal Land Acquisitions* (UASFLA) or "Yellow Book", (b) the 2024 Edition of the *Uniform Standards of Professional Appraisal Practice* (USPAP), (c) NDDOT Right of Way Manual and (d) Appraisal Institute's Code of Professional Ethics and Standards of Professional Appraisal Practice.

Thank you for your consideration. If you have any questions or comments, please inquire.

Respectfully submitted,



Wade A. Becker, MAI
#CG-2603

Enclosures: (1) Professional Profile, (2) License

PROFESSIONAL PROFILE
WADE A. BECKER, MAI
BOULDER APPRAISAL, LLC
1401 Skyline Boulevard, Suite #270, Bismarck, ND 58503
(p) 701.751.4496 (e) wade@boulderappraisal.com

QUALIFICATIONS

- Certified General Real Property Appraiser (2006-Present)
 - North Dakota #CG-2603

PROFESSIONAL DESIGNATIONS & AFFILIATIONS

- Appraisal Institute Designated Member (MAI) (2010-Present)
 - Wyoming, ND & SD Chapter Member (2023-Present)
 - Board of Directors (2024)
 - North Star Chapter Member (2005-2022)
 - Board of Directors (2020-2022)
- North Dakota Appraisers Association Member (2016-Present)
 - President (2024)
 - Vice President (2022-2023)
 - Board of Directors (2019-Present)
- National Association of Realtors
- High Plains Association of Realtors
- Great North MLS

APPRAISAL EXPERIENCE

2010-Present	Boulder Appraisal, LLC, Bismarck, North Dakota - Owner/Founder
2003-2010	Dakota Appraisal & Consulting, Ltd., Bismarck, North Dakota - Staff Appraiser

APPRAISAL EDUCATION

2010 - Present	<u>Appraisal Institute Courses & Seminars</u> Getting It Right from the Start: A Workout Plan For Your Scope Of Work, November 2022 (7 hrs.) Rapid Response: Market Analysis in Volatile Markets, November 2021 (7 hrs.) The Cost Approach: Unnecessary or Vital to a Health Practice, June 2021 (7 hrs.) Supervisory Appraiser/Trainee Appraiser, October 2020 (4 hrs.) Valuation Impacts of COVID-19, April 2020 (1 hr.) Rural Area Appraisals: Freddie Mac Guidelines & Property Requirements, December 2019 (7 hrs.) Business Practices and Ethics, June 2019 (6 hrs.) 21 st Annual Real Estate Trends Seminar, June 2019 (8 hrs.) Ignorance Isn't Bliss: Understanding an Investigation by a State Board, December 2018 (4 hrs.) Litigation Appraising: Specialized Topics & Application, July 2018 (15 hrs.) Uniform Appraisal Standards for Federal Land Acquisitions: Practical Application, April 2017 (15 hrs.) The Appraiser as an Expert Witness: Preparation & Testimony, June 2016 (16 hrs.) Business Practices and Ethics, December 2015 (5 hrs.) Two-Day Advanced Income Capitalization/A, July 2015 (15 hrs) General Demonstration Appraisal Report Grader Training, September 2014 (7 hrs.) Condemnation Appraising: Principles & Applications, July 2014 (22 hrs) Complex Litigation Appraisal Case Studies, June 2013 (7 hrs.) Fundamentals of Separating Real Property, Personal Property & Intangible Assets, April 2012 (15 hrs.) 13th Annual Real Estate Trends Seminar, May 2011 (8 hrs.) Curriculum Overview - General Package, December 2010 (7 hrs.) Curriculum Overview - Residential Package, December 2010 (8 hrs.) General Demonstration Appraisal Report Grader Training, March 2010 (7 hrs.)
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PROFESSIONAL PROFILE

WADE A. BECKER, MAI

BOULDER APPRAISAL, LLC

1401 Skyline Boulevard, Suite #270, Bismarck, ND 58503

(p) 701.751.4496 (e) wade@boulderappraisal.com

2010 – Present

Other Courses & Seminars

- NAR Code of Ethics, May 2024 (3 hrs.)
- Ultimate Workfile: What, Where, When, April 2024 (4 hrs.)
- National USPAP Update Course 2024-2025, November 2023 (7 hrs.)
- Appraising for Private Clients: Non-Lending Appraisals, November 2023 (7 hrs.)
- Hot Topics & Myths In Appraiser Liability, November 2022 (7 hrs.)
- National USPAP Update Course 2022-2023, November 2021 (7 hrs.)
- NAR Code of Ethics & Fair Housing, September 2021 (3 hrs.)
- The Residential Marketplace-Expectations in Appraisals-Evals & Alternatives, November 2020 (7 hrs.)
- Update on ND Appraisal Reports: Avoid Common Errors & Omissions, November 2020 (7 hrs.)
- National USPAP Update Course 2020-2021, December 2019 (7 hrs.)
- The Future of the Appraisal Profession in ND, December 2018 (3 hrs.)
- NAR Code of Ethics, May 2018 (3 hrs.)
- National USPAP Update Course 2018-2019, December 2017 (7 hrs.)
- NAR Code of Ethics, December 2016 (3 hrs.)
- National USPAP Update Course 2016-2017, December 2015 (7 hrs.)
- National USPAP Update Course 2014-2015, December 2013 (7 hrs.)
- NAR Code of Ethics, December 2012 (3 hrs.)
- National USPAP Update Course 2012-2013, December 2011 (7 hrs.)
- The Uniform Appraisal Dataset from Fannie Mae & Freddie Mac, May 2011 (7 hrs.)
- Enhancing Professionalism in Appraisal Practice, November 2010 (7 hrs.)
- National USPAP Update Course 2010, February 2010 (7 hrs.)

EDUCATION

- 1991 - 1993 University of North Dakota, Grand Forks, North Dakota, B.B.A. Degree, Finance
- 1989 - 1991 Bismarck State College, Bismarck, North Dakota
- 1986 - 1989 Saint Mary’s Central High School, Bismarck, North Dakota

PARTIAL LIST OF MAJOR CLIENTS SERVED

Financial Institutions & Mortgage Companies:

BNC National Bank, First Western Bank & Trust, Bremer Bank, Capital Credit Union, U.S. Bank, Cornerstone Bank, Dacotah Bank, First International Bank & Trust, Gate City Bank, Starion Bank, Bravera Bank, Plains Commerce Bank, First State Bank & Trust

Government Agencies:

City of Bismarck, Bismarck Park & Rec. District, State of North Dakota, North Dakota DOT, U.S.D.A.-Rural Development

Businesses/Corporations:

KLJ Engineering, Apex Engineering, HDR Engineering, Barr Engineering, Fredrickson & Byron, P.A., Crowley Fleck PLLP, Pearce & Durick, MDU, Wal-Mart.

ASSIGNMENT EXPERIENCE

1. Commercial: Multi-family apartment buildings, office buildings, c-stores, bank facilities, lodging facilities, sales & service facilities, retail strip centers, industrial and commercial shop buildings, warehouse facilities and mobile home parks.
2. Land: Residential, commercial, industrial and subdivision.
3. Other: Right-of-way, eminent domain, rent analysis.

North Dakota Real Estate Appraiser Qualifications and Ethics Board



Wade A. Becker

Is fully qualified
in the State of North Dakota as a

CERTIFIED GENERAL APPRAISER
ND Permit Number: CG-2603

Date of Issuance: 01/01/2024
Expiration Date: 12/31/2024

Unless sooner suspended or revoked, as provided by law.


Appraiser Signature