



The West Fargo City Commission met on Monday, February 18, 2013, at 5:30 P.M. Those present were Rich Mattern, Mark Simmons, Mike Thorstad, Duane Hanson and Mark Wentz. The meeting was called to order by Rich Mattern, President of the Board.

The Pledge of Allegiance was recited.

Commissioner Mattern stated that Games of Chance for North Dakota Professional Mechanics Association for Raffle to be held March 4, 2013 at Three Lyons Pub is to be added to the Consent Agenda, Resolution approving Mayor Rich Mattern, City Administrator Jim Brownlee and Finance Director Tina Gustafson as signers for the City of West Fargo financial accounts with Choice Financial Bank is to be added to the Consent Agenda and Item No. 7, Rezoning Second Reading and Final Plat Approval for Brooks Harbor 1st Addition, is to be removed from the Regular Agenda. Commissioner Thorstad moved and Commissioner Hanson seconded to approve the Order of Agenda as amended. No opposition. Motion carried.

Commissioner Simmons moved and Commissioner Wentz seconded to approve the Minutes of February 4, 2013. No opposition. Motion carried.

The Commission reviewed Building Permits #20 - 25 along with the Building Department Activity Report dated February 18, 2013.

There were no Commissioner Committee Reports.

The Auditor's Reports as of December 31, 2012 and Auditor's Reports for January 2013 were received by the Commission.

There were no Department Reports.

Commissioner Hanson moved and Commissioner Simmons seconded to approve the following items on the Consent Agenda:

Bills

Games of Chance: Dakota Southeast Pheasants Forever for Raffle to be held March 1, 2013 to April 1, 2013 at Speedway Steakhouse

Games of Chance: NDSU Ducks Unlimited for Raffle to be held March 7, 2013 at the Speedway Event Center

Gaming Site Authorization: Fargo West Rotary at Fargo Harley Davidson, 600 W Main Avenue – for Raffle to be held in Show Room 5/4/13

Mass Transit Agreement with the City of Fargo

Cost Participation Agreement with ND Department of Transportation for 13th Avenue Street Lighting

Public Hearing March 4, 2013 5:45 PM for rezoning from Light Commercial to Planned Unit Development (Lots 4 & 5, Block 1 of North Pond at the Preserve 3rd Addition)

Public Hearing March 4, 2013 5:45 PM for rezoning from Agricultural to Single Family Dwellings (River's Bend at the Preserve 1st Addition)

Sewer, Water, Storm & Street Improvement District No. 1249 (Brooks Harbor 1st Addition): Approve "Revised" Assessment District, approve "Revised" Engineer's Report, approve Plans and Specifications, authorize Advertisement for Bids with bid opening on March 14, 2013

Storm Improvement District No. 4050 (North Section 19 Regional Storm Lift): Create Assessment District and authorize Engineer to prepare Engineer's Report

Sewer, Water, Storm & Street Improvement District No. 1251 (Eaglewood 2nd Addition): Create Assessment District and authorize Engineer to prepare Engineer's Report

Sewer, Water, Storm & Street Improvement District No. 1252 (Strawberry Fields Addition): Create Assessment District and authorize Engineer to prepare Engineer's Report

Sewer, Water, Storm & Street Improvement District No. 1250 (North Pond at the Preserve 3rd Addition): Approve Plans and Specifications and authorize Advertisement for Bids with bid opening on March 14, 2013

Sewer, Water, Storm & Street Improvement District No. 1247 (South Pond at the Preserve 6th Addition): Approve Plans and Specifications and authorize Advertisement for Bids with bid opening on March 14, 2013

2012 Budget Amendments

Resolution approving Mayor Rich Mattern, City Administrator Jim Brownlee and Finance Director Tina Gustafson as signers for the City of West Fargo financial accounts with First International Bank

Resolution approving Mayor Rich Mattern, City Administrator Jim Brownlee and Finance Director Tina Gustafson as signers for the City of West Fargo financial accounts with Choice Financial Bank

Games of Chance for North Dakota Professional Mechanics Association for Raffle to be held March 4, 2013 at Three Lyons Pub

No opposition. Motion carried.

City Attorney Brian Neugebauer appeared before the Commission on Ordinance No. 946 relating to Limitations on Turning Around. Commissioner Hanson moved and Commissioner Wentz seconded to place Ordinance No. 946 on Second Reading. No opposition. Motion carried.

City Assessor Wanda Wilcox appeared before the Commission on the request from Richard Fuller Sr. of Fuller Properties for an "Application for Abatement or Refund of Taxes" for 2012 on his Main Avenue Property at 1738 Main Avenue East, West Fargo, ND, and provided further information regarding building and land values for this property and Building Sales and Land Sales for the area. Richard Fuller appeared before the Commission to state that he lost property income during the Main Avenue road project. City Assessor Wanda Wilcox stated that financial records were requested from Mr. Fuller but never received, and stated that the current value is not excessive and recommends that the City Commission deny the abatement. After discussion, Commissioner Hanson moved and Commissioner Wentz seconded to deny the Application for Abatement or Refund of Taxes for 2012 on the property at 1738 Main Avenue East, West Fargo, ND. No opposition. Motion carried.

Planning Director Larry Weil appeared before the Commission on Lot 7, Block 1 of North Pond at the Preserve 3rd Addition rezoning from Agricultural to Light Commercial, and advised that the Public Hearing will be held at this meeting, but any other action would be tabled for further consideration at a later date. The First Reading on the rezoning was approved at the February 4, 2013 City Commission Meeting. A Public Hearing was held. There was no public comment and the hearing was closed. Commissioner Hanson moved and Commissioner Simmons seconded to table action for further consideration on the rezoning of Lot 7, Block 1 of North Pond at the Preserve 3rd Addition from Agricultural to Light Commercial as recommended by Staff. No opposition. Motion carried.

Planning Director Larry Weil appeared before the Commission on Lot 5, Block 3 of South Pond at the Preserve 6th Addition rezoning from Agricultural to Light Commercial and advised that the Public Hearing will be held at this meeting, but any other action would be tabled for further consideration at a later date. The First Reading on the rezoning was approved at the February 4, 2013 City Commission Meeting. A Public Hearing was held. There was no public comment and the hearing was closed. Commissioner Simmons moved and Commissioner Hanson seconded to table action for further consideration on the rezoning of Lot 5, Block 3 of South Pond at the Preserve 6th Addition from Agricultural to Light Commercial as recommended by Staff. No opposition. Motion carried.

Planning Director Larry Weil appeared before the Commission on Prairie Heights Development 2nd Addition. The First Reading on the rezoning was approved at the February 4, 2013 City Commission Meeting. A Public Hearing was held. There was no public comment and the hearing was closed. Commissioner Hanson moved and Commissioner Thorstad seconded to place on Second Reading Ordinance No. 949 on the rezoning of Lots 1, 19-21, Block 1 of Prairie Heights Development 1st Addition and the rezoning of a portion of Lot 1, Block 1 of Prairie Heights Development 1st Addition from Limited Multiple Dwellings to One and Two Family Dwellings subject to the conditions listed in the Staff Report and to approve the Final Plat. No opposition. Motion carried.

Planning Director Larry Weil appeared before the Commission on the request for a reduction in parking for a proposed multi-tenant building at 3187 Bluestem Drive, West Fargo, ND, and advised that the Planning & Zoning Commission recommended approval with understanding that if the uses generate more parking than anticipated, the property owner will satisfy the parking requirements through shared parking agreements or limit uses to not exceed parking capacity. Tim Kerr, representing the developer for the multi-tenant building, appeared before the Commission. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to approve the request as recommended by Staff. No opposition. Motion carried.

Director of Economic Development and Community Services Mark Vaux appeared before the Commission on the Renaissance Zone application from Choice Financial Group for a project at 210 Sheyenne Street, West Fargo, ND. After discussion, Commissioner Simmons moved and Commissioner Wentz seconded to approve the Renaissance Zone application contingent upon final receipt and review of all cost estimates by City Staff. No opposition. Motion carried.

Director of Economic Development and Community Services Mark Vaux appeared before the Commission on the request from Choice Financial for a Façade Grant/Loan on improvements at 210 Sheyenne Street. After discussion, Commissioner Hanson moved and Commissioner Thorstad seconded to approve the Façade Grant/Loan application contingent upon final receipt and review of all cost estimates by City Staff. No opposition. Motion carried.

Director of Economic Development and Community Services Mark Vaux appeared before the Commission on the adopted Code Enforcement Non-Residential Action Plan. There was no action requested from the City Commission.

Human Resource Director Carmen Schroeder appeared before the Commission on the City Reduction in Force (RIF) Policy. After review and discussion, Commissioner Hanson moved and Commissioner Wentz seconded to approve the proposed City Reduction in Force (RIF) Policy. No opposition. Motion carried.

There were no Non-Agenda items.

City Auditor James Brownlee gave the following report:

Reviewed web usage during the snowstorm (3651 viewers)

Reviewed the list of Legislative Bills which can be tracked on the State website

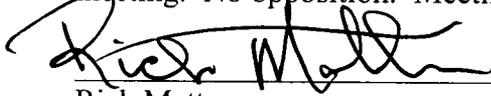
Staff holds a conference call every Friday with League of Cities to discuss the bills

The preliminary report was received and cost estimates for the Aquatics Center were high. A request has been made to cut 1/3 of the costs. A report will be back on 2/25/13 and public hearings will be held in March.

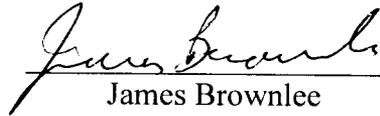
Provided an update on the Police Department building

There was no correspondence.

Commissioner Simmons moved and Commissioner Wentz seconded to adjourn the meeting. No opposition. Meeting was adjourned.



Rich Mattern
President of the Board



James Brownlee
City Auditor