

CITY COMMISSION MEETINGS ARE BROADCAST LIVE ON TV FARGO (Channel 99). They are rebroadcast at 7 p.m. each Thursday and again at 8:00 a.m. each Saturday following the meeting and are also included in our video archive at [www.cityoffargo.com/commission](http://www.cityoffargo.com/commission).

- A. Pledge of Allegiance.
- B. Roll Call.
- C. Approve Order of Agenda.
- D. Minutes (Regular Meeting, February 11, 2008).

\* \* \* Consent Agenda - Approve the Following \* \* \*

- a. 2nd reading, waive reading and final adoption of the following rezoning ordinances; 1st reading, 2/11/08:
  - (1) Certain Parcels of Land Lying in Original Townsite Addition.
  - (2) Certain Parcels of Land Lying in Roberts 2nd Addition.
  - (3) Certain Parcels of Land Lying in Village West Addition.
- b. Receive GFOA Certificate of Achievement of Excellence in Financial Reporting Award for the 2006 reporting year.
- c. Change in letter of credit policy to a flat 30% of the engineer's estimate of project cost to be effective January 1, 2008.
- d. Acquisition of a bus for Handi-Wheels.
- e. Applications for tax exemptions for improvements made to buildings:
  - (1) Anita Cruz, 306 15th Street North (5 year).
  - (2) Michael Reich, 2824 Edgewood Drive North (5 year).
  - (3) Ronald and Esther Baker, 3102 2nd Street North (3 year).
- f. Applications for Games of Chance:
  - (1) American Academy of Family Physicians - ND Chapter for a raffle on 4/4/08.
  - (2) North American Game Warden Museum for a raffle on 8/23/08.
  - (3) James Madison Elementary PTA for a raffle on 3/28/08.
  - (4) Saddle & Sirloin Club of NDSU for a raffle on 3/27/08.
  - (5) Fargo North Girls Fastpitch Softball for a calendar raffle from 3/1/08 to 6/3/08.
  - (6) PATH ND, Inc. for a raffle on 6/17/08.
- g. Revision of Policy No. 500-007 Military Leave.
- h. Receive and file Ordinance Relating to Pensions for City Employees Other Than Those in the Police and Fire Pension Systems.
- i. Bid award for supplying liquid oxygen to the Water Treatment Plant to Praxair; rescind previous bid award to Aspen Air.
- j. Purchase and Occupancy Agreements for property at 4414 University Drive South as part of a flood control project.

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- k. 2008 revisions to the Infrastructure Funding Policy.
  - l. NDDOT Memorandum of Understanding for I-94 at 57th Street (Improvement District No. 5530).
  - m. Western Area Power Administration License Agreement at 45th Street and 52nd Avenue South.
  - n. Cost Participation with Cass County for asphalt overlay on 12th Avenue North.
  - o. Scope of Work and Cost Proposal with URS Corporation for environmental assessment for the South Side Flood Control Project.
  - p. Bid award for Project No. 5786.
  - q. Bills.
  - r. Create Improvement District Nos. 5779, 5785 and 5792.

\* \* \* Regular Agenda \* \* \*

- 1. Recommendation to proceed with a Request for Proposals for an architectural firm to design a fire station in the area of 45th Street and 40th Avenue South.
- 2. Recommendation for a licensing process for companies involved in re-roofing of residential buildings.
- 3. Public Hearings - 5:15 p.m.:
  - a. Application to transfer the Class "FA" Alcoholic Beverage License held by Grandma's, Inc. d/b/a Grandma's Saloon & Grill to FTS Fargo, Inc. d/b/a Hooters, 1649 38th Street South.  
(1) Continue to 3/24/08.
  - b. Hearing on an application filed by Metro Sports Foundation, Inc. for MIDA bond financing in the amount of \$15,000,000 to finance construction and equipping a 5,000 spectator ice arena.  
(1) Continue to 3/10/08.
- 4. Recommendation to appoint Peggy Palmes to the Planning Commission.
- 5. Recommendation to appoint Ron Robson and Doug Scaper to the Renaissance Zone Authority.

AFTER ADJOURNMENT: The Board will meet in Executive Session to review litigation items.

People with disabilities who plan to attend the meeting and need special accommodations should contact the Commission Office at 241-1310 or TDD 241-8258. Please contact us at least three business days in advance of public meetings to give our staff adequate time to make arrangements.

Minutes are available on the City of Fargo Web site at [www.cityoffargo.com/commission](http://www.cityoffargo.com/commission)

(1)

DATE: February 20, 2008  
TO: Mayor Walaker, Commissioner Wimmer, City Commissioners  
FROM: Bruce Hoover, Fire Chief *BH*  
SUBJECT: Request for Proposals for Architectural Services for SW Fire Station

The City of Fargo budget for 2008 includes funds for architectural services for a new fire station in the area of 45<sup>th</sup> Street and 40<sup>th</sup> Avenue South to be constructed in 2009.

The anticipated schedule for this project is:

- Advertise for proposals from architectural firms immediately.
- The selection committee will review proposals, interview architects, and have a firm selected by April 2008.
- Design complete by fall of 2008.
- Bid the project in late 2008 or early 2009 with an anticipated cost of 1.8 to 2 million dollars.
- Completion of project and occupying the fire station by late fall 2009.

The members on the review committee for the project will be:

- Pat Zavoral, City Administrator
- Kent Costin, Director of Finance
- Bruce Hoover, Fire Chief
- Dean Meyer, Asst. Fire Chief

**Suggested Motion:**

Approve proceeding with a Request for Proposals for an architectural firm to design a fire station in the area of 45<sup>th</sup> Street and 40<sup>th</sup> Avenue South.



Mayor Dennis R. Walaker  
200 3rd Street North  
Fargo, North Dakota 58102  
Phone (701) 241-1310  
Fax (701) 476-4136

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MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS  
FROM: MAYOR DENNIS WALAKER *Dennis R. Walaker*  
DATE: FEBRUARY 20, 2008  
SUBJECT: LICENSING PROCESS FOR ROOF REPAIR

Recent interest in the re-roofing of homes due to last summer's hailstorms has coincided with staff work on administering a program for contractors undertaking the work on roofs of homes and apartment buildings. After talking with the staff I would suggest that an amendment to our building codes be adopted to address issues concerned with the re-roofing of residential properties.

I envision that a licensing process be put in place whereby state licensed roof and general contractors purchase a local roofing license at an annual nominal fee from the City. These contractors would need to show evidence of a current state contractor's license, liability insurance and capability to secure a performance bond for the work. The staff has surveyed surrounding communities in the tri-state area and the Sioux Falls, South Dakota model seems most appropriate for Fargo.

The Planning and Codes staff, along with City Attorney Erik Johnson and City Administrator Pat Zavoral, have met with me and seek your permission to bring forward a draft ordinance with provisions as outlined above.

Recommended Motion:

Direct appropriate staff to draft an ordinance to address the licensing of contractors to perform repair, rehabilitation or re-shingling of residential roofs (single and multi-family) within the City of Fargo.

DRW:ck  
wwcclpr





Mayor Dennis R. Walaker  
200 3rd Street North  
Fargo, North Dakota 58102  
Phone (701) 241-1310  
Fax (701) 476-4136

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MEMORANDUM

TO: BOARD OF CITY COMMISSIONERS

FROM: MAYOR DENNIS R. WALAKER

A handwritten signature in black ink, appearing to read "Dennis Walaker", written over the printed name.

DATE: FEBRUARY 6, 2008

SUBJECT: PLANNING COMMISSION APPOINTMENT

Terry Nordenstrom has resigned from the Planning Commission. His term would have expired June 30, 2008.

I am recommending the appointment of Peggy Palmes to fill Mr. Nordenstrom's unexpired term ending June 30, 2008. A copy of her resume is attached.

Your favorable consideration of this recommendation will be greatly appreciated.

**RECOMMENDED MOTION:** Approve the appointment of Peggy Palmes as a member of the Planning Commission for a term ending June 30, 2008.

Attachment  
wwaptpcpp



February 18, 2008

John Paulson, Chairman  
Fargo Planning Commission  
Box 3247  
Fargo, ND 58108

Dear John:

It is with regret that I must resign my seat on the Fargo Planning Commission, effective immediately. Increased business responsibilities have made it difficult to give the amount of time necessary to be an effective voice on the Commission. I will treasure the time I have served on the Commission and have especially enjoyed getting to know and work with you. Thank you for your wisdom and patience. I have learned a lot from watching you preside over the Commission over the last 5+ years.

Sincerely,



Terry Nordenstrom



## TRN Abstract & Title

THE TITLE RESOURCE NETWORK

300 NP Avenue N, Suite 102

Fargo, ND 58102

Voice: 701.239.0202 Fax: 701.239.0217

[www.thetitle sourcenetwork.com](http://www.thetitle sourcenetwork.com)

October 28, 2007

John Q. Paulson  
P O Box 3427  
Fargo, ND 58108

RE: Planning Commission

Dear Mr. Paulson,

Thank you for returning my call last Friday. I am interested in being part of the planning commission for the City of Fargo. I understand I do not meet the requirements for the current vacancy, however, in the event a position I would qualify for becomes available I would like to be considered.

I am currently president of TRN Abstract & Title, with offices in Fargo, Moorhead, Wahpeton and Fergus Falls. Our parent company is First Dakota Title, based in Sioux Falls, SD. For more information about the company you can visit our website at: [www.TheTitleResourceNetwork.com](http://www.TheTitleResourceNetwork.com).

I have worked in the title insurance, abstract, escrow closing and land records industry since 1986. I moved to Detroit Lakes, MN from Minneapolis in 1996, and moved to my current address in Fargo in 2006. I am very interested in the growth and development within the Fargo area.

Professionally I am affiliated with the North Dakota Land Title Association, Minnesota Land Title Association, American Land Title Association, Fargo Kiwanis, FM Homebuilders Association, (I was just named their associate of the year), and the FM Area Association of Realtors. I serve on several committees within these organizations, and at one time or another have served as chairperson for some of them.

I am a licensed abstracter in the state of North Dakota. I have title insurance licenses in both MN and ND, and am a notary public for both states.

I have sponsored many conferences & participated in multiple training sessions covering many topics such as ethics in business, escrow regulations, RESPA rules & regulations, property taxes, abstracting, land records management and more.

Personally I volunteer with the Junior Achievement program in Fargo, (I really like the kindergarteners!), the Northern Plains Botanic Garden Society, the Cass County, ND and Becker County, MN Master Gardeners. I am the past horticulture leader for the 4-H program in Becker County, MN and have served as a 4-H horticulture judge in several counties. I present training sessions for many garden related topics or events in several counties in Minnesota. I am also a certified Horticultural Therapist and have worked with developmentally disabled adults in-group home settings in Becker and Otter Tail Counties, MN.

I have 3 adult sons, and 3 wonderful grandchildren, with a 4<sup>th</sup> due in March.

I hope this gives you an idea of who I am. If you have questions or would like more information please do not hesitate to call me.

My home address is 1329 7<sup>th</sup> Street South, Fargo, ND 58103.

Sincerely,



Peggy Palmes, President  
TRN Abstract & Title

*ppalmes@the-tittle-resource-network.com*

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MEMORANDUM

**TO: BOARD OF CITY COMMISSIONERS**

**FROM: MAYOR DENNIS R. WALAKER**

**DATE: FEBRUARY 21, 2008**

**SUBJECT: APPOINTMENTS TO THE RENAISSANCE ZONE AUTHORITY**

The terms of Mick Hammerstrom and Bill Marcil, Sr. on the Renaissance Zone Authority expired on January 1, 2008. Both Mr. Hammerstrom and Mr. Marcil are leaving the Board.

I am recommending that Ron Robson, President of US Bank, and Doug Scraper, owner of Boerth's Gallery, be appointed to fill the vacancies created by the departure of Mr. Hammerstrom and Mr. Marcil. The appointments will be for three-year terms ending January 1, 2011.

Your favorable consideration of this recommendation will be greatly appreciated.

**RECOMMENDED MOTION:** Approve the appointment of Ron Robson and Doug Scraper as members of the Renaissance Zone Authority for terms ending January 1, 2011.

wwaptrza08