

City of Minot

Regular City Council Meeting
Monday, April 1, 2024, at 5:30 PM

City Council Chambers, City Hall (10 3rd Ave SW)

Any person needing special accommodation for the meeting is requested to notify the City Clerk's office at 857-4752.

1. ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. MAYOR'S REPORT

4. CITY MANAGER'S REPORT

Finance Director, David Lakefield will be presenting a Financial Report.

Documents:

[04-01-2024 CITY MANAGER REPORT.PDF](#)

[2024 -3 - MARCH BOD AGENDA- VISIT MINOT.PDF](#)

[MINOT COMMISSION ON AGING BOARD OF DIRECTORS MINUTES 02-16-2024.PDF](#)

5. CITY ATTORNEY'S REPORT

Documents:

[2024-4.PDF](#)

6. CONSENT ITEMS

6.1. CITY COUNCIL MINUTES

It is recommended City Council approve the minutes of the March 18, 2024, Special City Council meeting and the March 18, 2024, Regular City Council meeting.

Documents:

[03182024 SPECIAL CITY COUNCIL MEETING MINUTES.PDF](#)

[03182024 COUNCIL MEETING MINUTES.PDF](#)

6.2. ORDINANCES

It is recommended City Council approve the following ordinances on second reading:

- 1. Ordinance No 5950 - Ordinance CM updates and ACM**
- 2. Ordinance No 5951 - 2024 BA - Riverside Park Raw Water Line**

Documents:

[ORDINANCE NO 5950 - ORDINANCE_CM UPDATES AND ACM.PDF](#)
[ORDINANCE NO 5951 - 2024 BA - RIVERSIDE PARK RAW WATER LINE.PDF](#)

6.3. ADMINISTRATIVE APPROVALS

It is recommended City Council ratify the following Administrative Approvals.

Documents:

[ADMIN APPROVALS 04012024.PDF](#)

6.4. BILLS, TRANSFERS, AND PAYROLL

It is recommended City Council approve the payroll for the period of February 11, 2024, through March 23, 2024, in the amount of \$3,917,251.86 and the bills and transfers for March in the amount of \$5,450,262.70.

Documents:

[CITY CLERK REPORT \(3\).PDF](#)
[MARCH CITY COUNCIL BILLS PAID.PDF](#)
[MARCH PURCHASE CARD TRANSACTIONS.PDF](#)
[MARCH TRANSFERS AND ELECTRONIC PAYMENTS.PDF](#)

6.5. ALCOHOLIC BEVERAGE LICENSE - BRAKE TIME

It is recommended City Council approve the Retail Beer license for Brake Time (810 N Broadway).

Documents:

[MEMO - ALCOHOLIC BEVERAGE LICENSE - BRAKE TIME.PDF](#)

6.6. ALCOHOLIC BEVERAGE LICENSE - MINOT HOT TOTS

It is recommended City Council approve the Supper Club license for the period of April 1, 2024 through December 31, 2024 for Minot Hot Tots.

Documents:

[MEMO - ALCOHOLIC BEVERAGE LICENSE.PDF](#)

6.7. GAMING SITE AUTHORIZATION

Presented by Mikayla McWilliams and Chief John Klug

RECOMMENDED ACTION

It is recommended City Council approve the following organizations to conduct games of chance at the following locations:

Companions for Children (April 20, 2024)

- **Grand Hotel (1505 N Broadway)**
Minot Junior Golf Association (April 1, 2024 through June 30, 2024)
- **Trappers Lounge (2401 Elk Drive) Ownership change**

Documents:

[MEMO- GAMING SITE AUTHORIZATIONS.PDF](#)

- 6.8. MI-5 STREETLIGHT REPLACEMENT PROCUREMENT AWARD OF BID (4839)
Presented by Stephen Joersz, Traffic Engineer

RECOMMENDED ACTION

It is recommended City Council approve the bid from Main Electric Construction Inc. in the amount of \$76,307.00 for an MI-5A Streetlight Replacements.

Documents:

[4839 - AWARD OF BID.PDF](#)

- 6.9. 2023 PAVEMENT MARKINGS FINAL PAYMENT (4718)
Presented by Stephen, Joersz

RECOMMENDED ACTION

It is recommended City Council approve the final payment of \$ 234,796.18 to be paid to West River Striping Company.

Documents:

[4718 - 2023 PAVEMENT MARKINGS FINAL PAYMENT MEMO.PDF](#)
[4718 - CO 1 CO 2 PAY APP 1 - SIGNED.PDF](#)

- 6.10. RENEWAL OF BUS ADVERTISING CONTRACT WITH JL BEERS
Presented by Jason Sorenson

RECOMMENDED ACTION

It is recommended City Council renew an advertising agreement with ZZ Food Group, LLC, DBA JL Beers to advertise on the sides of one transit bus and authorize the Mayor to sign the agreement.

Documents:

[MTC JL BEERS ADVERTISING FOR 2024.PDF](#)

- 6.11. NAWS FINANCE CONTRACT
Presented by Jason Sorenson

RECOMMEDED ACTION

It is recommended City Council approve the NAWS Finance Contract and authorize the Mayor to sign the contract.

Documents:

[MEMO - NAWS FINANCING CONTRACT.PDF](#)
[NORTHWEST AREA WATER SUPPLY PROJECT FINANCING CONTRACT DRAFT TO MINOT-REV 5-CLEAN.PDF](#)

- 6.12. 2024 WATERMAIN REPLACEMENT - AWARD OF BID
Presented by Jason Sorenson

RECOMMENDED ACTION

- 1. Recommend council award the bid for the 2024 Watermain Replacement Project to Post Construction, Inc. for the lowest bid of \$2,473,528.00 which includes Units 1 and 2;**
- 2. Authorize the mayor to sign contract documents on behalf of the City; and**
- 3. Approve a budget amendment to allocate the funds.**

Documents:

[4798 - 2024 WATERMAIN REPLACEMENT AWARD OF BID MEMO.PDF](#)
[20. 2024 BA - 2024 WATERMAIN REPLACEMENT AWARD OF BID.PDF](#)

- 6.13. APPROVAL OF FLOOD SPECIFIC EMERGENCY ACTION PLAN (3135.1)
Presented by Jason Sorenson

RECOMMENDED ACTION

It is recommended City Council approve the updated Emergency Action Plan.

Documents:

[MEMO - APPROVE FLOOD SPECIFIC EAP.PDF](#)

- 6.14. TRUCK MOUNTED JETTER/HYDRO-EXCAVATOR – AWARD OF BID (4838)
Presented by Jason Sorenson

RECOMMENDED ACTION

1. **It is recommended City Council award the bid to Jet-Line Sales and Service in the amount of \$557,267.00 for the truck mounted jetter/hydro-excavator for the Water/Sewer Department; and**
2. **Approve the budget amendment to allocate the funds for this purchase.**

Documents:

[MEMO - HYDROEXCAVATOR_JETTER - AWARD OF BID.PDF](#)
[18. 2024 BA - HYDRO-EXCAVATOR JETTER.PDF](#)

- 6.15. 2024 TRANSIT TRANSFER CENTER AWARD OF BID & BUDGET AMENDMENT (CITY PROJECT NO. 4741)

Presented by Jason Sorenson

RECOMMENDED ACTION

1. **It is recommended City Council award the bid for the 2024 Transit Transfer Center Construction Project to Rolac Contracting Inc. for the lowest bid of \$627,100.00;**
2. **Authorize the Mayor to sign contract documents on behalf of the City; and**
3. **Approve the proposed ordinance to increase the transit capital equipment account for unexpected increases in construction costs for this project and approve the use of Sales Tax Improvement Funds for the increase local match requirement.**

Documents:

[4741 - 2024 TRANSIT TRANSFER CENTER AWARD OF BID MEMO.PDF](#)
[19. 2024 BA - TRANSIT TRANSFER CENTER \(2023660001\).PDF](#)

- 6.16. US ARMY CORPS OF ENGINEERS - LETTER OF REQUEST FOR PLANNING ASSISTANCE

Presented by Jason Sorenson

RECOMMENDED ACTION

It is recommended City Council authorize sending a request for US Army Corps of Engineers Planning Assistance to States and Tribes (PAS) to investigate seasonal water quality issues with the dead loops in Minot.

Documents:

6.17. APPROVAL OF THE 2025 BUDGET SCHEDULE

Presented by David Lakefield, Finance Director

RECOMMENDED ACTION

It is recommended City Council approve the 2025 budget schedule.

Documents:

[2025 BUDGET SCHEDULE.PDF](#)

6.18. CITY MANAGER CONTRACT AMENDMENT

Presented by Stefanie Stalheim and Lisa Jundt

RECOMMENDED ACTION

It is recommended City Council approve the First Amendment to the City Manager's Employment Contract.

Documents:

[MEMO_CM CONTRACT_FIRST AMENDMENT.PDF](#)
[FIRST AMENDMENT TO EMPLOYMENT CONTRACT_REDLINE.PDF](#)
[FIRST AMENDMENT TO EMPLOYMENT CONTRACT.PDF](#)
[HAROLD STEWART EMPLOYMENT CONTRACT_2023_2028.PDF](#)

6.19. NORTH DAKOTA AERONAUTICS COMMISSION STATE GRANT REQUEST

Presented by Jennifer K. Eckman, Airport Director

RECOMMENDED ACTION

- 1. It is recommended City Council direct staff to submit grant requests to NDAC; and**
- 2. if grant(s) are awarded, authorize the Mayor to sign agreement(s).**

Documents:

[2024-04-01_COUNCIL MEMO_NDAC STATE GRANT REQUESTSV3.PDF](#)
[PAGE 2 - EXIT LANE IMPROVEMENTS.PDF](#)
[PAGE 2 - FRONT MOUNT MOWER.PDF](#)
[PAGE 2 - FUEL FARM REPAIRS.PDF](#)
[PAGE 2 - HANGAR DEMO_NEPA.PDF](#)
[PAGE 2 - OIL WATER SEPARATOR.PDF](#)
[PAGE 2 - TAXIWAY C-C3 REHAB.PDF](#)
[PAGE 2 - TERMINAL FIRE ALARM.PDF](#)
[PAGE 2 - WILDLIFE HAZARD REMOVAL PH3.PDF](#)
[PAGE 2 - ACQUIRE OPS VEHICLE.PDF](#)
[PAGE 2 - ELECTRICAL VAULT REHAB.PDF](#)

7. ACTION ITEMS

- 7.1. POTENTIAL SALE OF CITY LAND – NORTH MINOT ADDITION (4836)
Presented by Lance Meyer

RECOMMENDED ACTION

1. **Approve the sale of the City owned land described as:**
 - a. **NORTH MINOT ADDITION EAST 33' OF NORTH 250' LOT 1 BLOCK 5**
 - b. **NORTH MINOT ADDITION LOT 1 LESS NORTH 250' BLOCK 5**
2. **Approve the terms of the Purchase Agreement;**
3. **Approve the Request for Bids;**
4. **Authorize the Mayor to sign the Purchase Agreement and any other documents to complete the bid/auction and transfer of this parcel of land to the highest bidder; and**
5. **Approve the associated access and utility easements and authorize the Mayor to sign.**

Documents:

NORTH MINOT ADDITION LAND SALE MEMO.PDF
NORTH MINOT PARCELS-8.5X11.PDF
1_BID FORM.PDF
2_REAL ESTATE PURCHASE AGREEMENT.PDF
3_REQUEST FOR SEALED BIDS_031324.PDF
ACCESS AND UTILITY EASEMENT.PDF
STORM SEWER EASEMENT.PDF

- 7.2. TRAFFIC CONTROL YIELD TO STOP CONVERSIONS
Presented by Stephen Joersz

RECOMMENDED ACTION

1. **It is recommended City Council pass an ordinance on modifying the following approaches from Yield control to Stop control at the corresponding intersecting roadway:**

APPROACHING STREET

AT ITS INTERSECTION WITH

- **17th Street NW**
- **17th Street NW**

5th Avenue NW
University Avenue

○ 18th Street NW	2nd Avenue NW
○ 18th Street NW	5th Avenue NW
○ 18th Street W	W Central Avenue
○ 19th Street W	W Central Avenue
○ 19th Street NW	5th Avenue NW
○ 19th Street NW	7th Avenue NW
○ 20th Street W	W Central Avenue
○ 21st Street W	W Central Avenue
○ 21st Street NW	5th Avenue NW
○ 21st Street NW	7th Avenue NW
○ 22nd Street W	W Central Avenue
○ 22nd Street NW	2nd Avenue NW
○ 22nd Street NW	5th Avenue NW
○ 22nd Street SW	5th Avenue SW
○ 23rd Street W	W Central Avenue
○ 23rd Street NW	2nd Avenue NW
○ 24th Street W	W Central Avenue
○ 24th Street NW	2nd Avenue NW
○ 25th Street W	W Central Avenue
○ 27th Street W	W Central Avenue
○ 2nd Avenue NW	25th Street NW
○ 5th Avenue NW	21st Street NW
○ Northwest Avenue	Harrison Drive
○ Northwest Avenue	19th Street NW
○ University Avenue	18th Street NW

Documents:

[MEMO_STOPS - MULTIPLE LOCATIONS.PDF](#)

[A. SIGHT TRIANGLE GRAPHICS.PDF](#)

[B. PROPOSED ORDINANCE - MULTIPLE LOCATIONS.PDF](#)

7.3. MINOT COMMITTEE ON CHILDCARE REPORT AND RECOMMENDATIONS

Presented by Alderman Scott Burlingame

RECOMMENDED ACTION

It is recommended City Council make recommendations on its priorities and assign City Staff and the childcare future action.

Documents:

[AGENDA FORMAT WITH ASPIRATIONS CHILDCARE HS.PDF](#)

8. PERSONAL APPEARANCES

9. MISCELLANEOUS AND DISCUSSION ITEMS

9.1. CONSIDER THE REPORT OF THE MAGIC FUND SCREENING COMMITTEE

Presented by David Lakefield, Finance Director

The annual compliance report for the MAGIC Fund Screening Committee is attached for the City Council's review.

Documents:

[ANNUAL COMPLIANCE REPORT 2023.PDF](#)

9.2. 2023 CITIZEN SATISFACTION SURVEY RESULTS REPORT AND PRESENTATION

Presented by Jason Morado, The ETC Institute and Harold Stewart, City Manager

Documents:

[COUNCIL MEMO 2023 CITIZEN SATISFACTION SURVEY REPORT AND PRESENTATION.PDF](#)

[2024 0401 SURVEY WITH NO VIDEO - READ-ONLY.PDF](#)

[2023 MINOT SURVEY_REPORT.PDF](#)

[2023 MINOT SURVEY_COMMENTS.PDF](#)

9.3. TIP411 INTRODUCTION

Presented by Chief John Klug

10. ADJOURNMENT



TO: Mayor Tom Ross
Members of the City Council

FROM: Harold Stewart, City Manager

DATE: April 1, 2024

City Manager:

After attending the NDLC Spring Conference the Finance Director and the City Manager discussed improving financial reporting to the Council and citizens. As a result, moving forward the Finance Director will provide a financial presentation to the Council and public once a month under the City Manager Report section of the Regular City Council Agenda. The first report will be provided at the April 1st Regular City Council meeting, and thereafter the report will be presented at the 2nd Regular City Council meeting of the month. The report will include a summary of revenues received in comparison with the budgeted amount, total expenditures to date in comparison to amounts budgeted, and a reserves balance update.

April 15th will be a lengthy meeting with several presentations scheduled to be presented. Presentations will include the final Housing Study Report, CPSM assessment of the Police Department, CPSM assessment of the Fire Department, and a presentation related to 16th Street improvements.

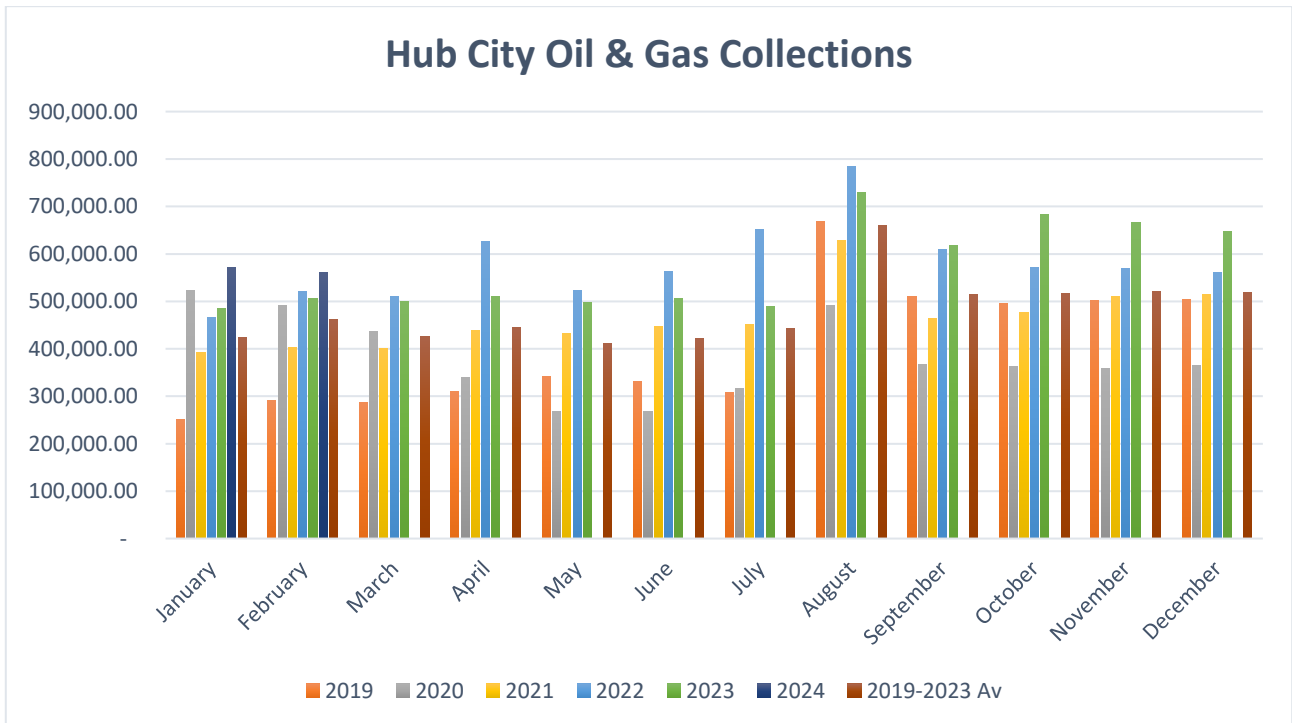
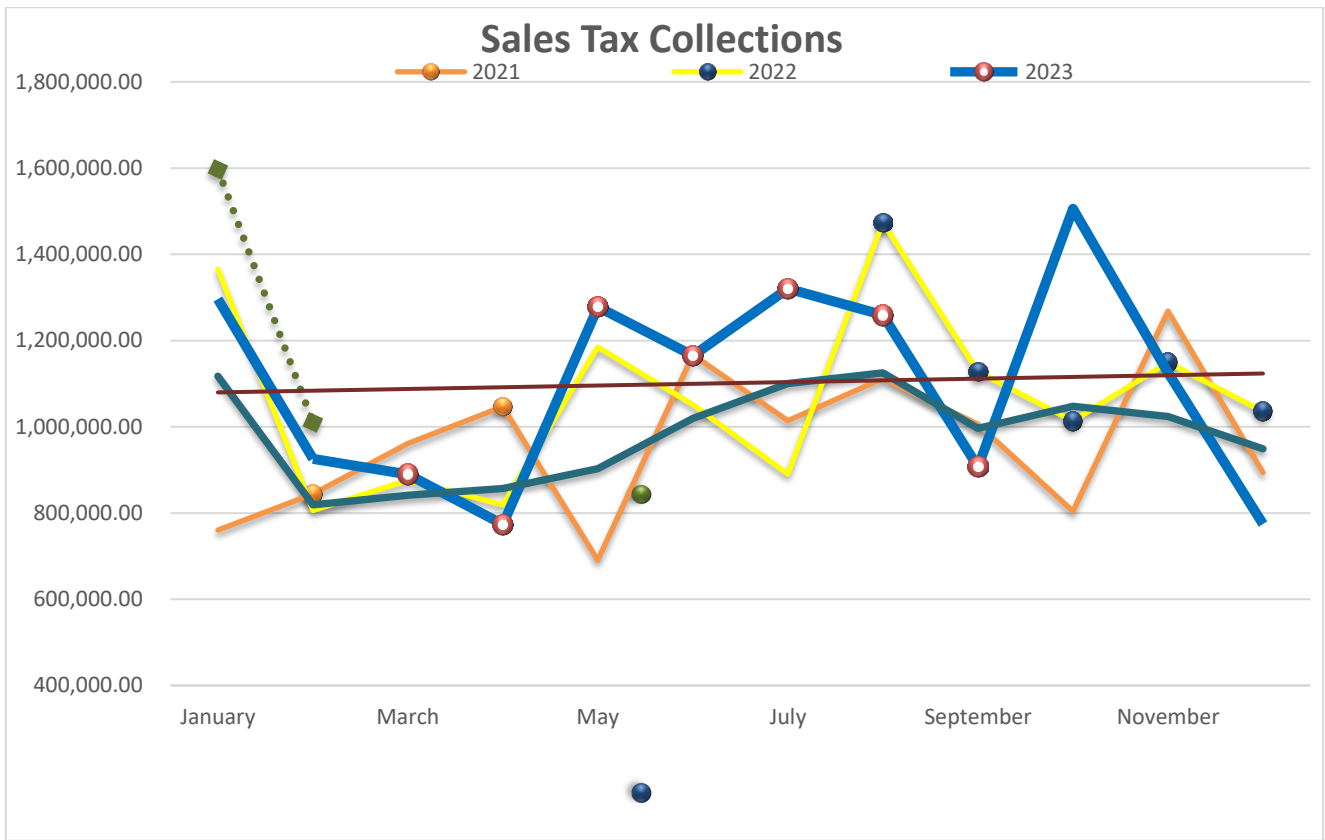
Meetings attended included: North Dakota League of Cities Spring Workshop (held in Minot); F5 Project Open House; Prairie Warrior Auction; GOSMA Cross Talk video call; Alcohol Ordinance Review and Rewrite Committee; Opioid Task Force meeting hosted by First District Health; Meeting with Congressman Armstrong's staff; 2025 State Legislative preparation meeting with Shane Goettle; communication meeting with the Mayor; Central Dakota MPO Policy Board meeting; and various other staff and project meetings.

Finance
Director, David Lakefield

The Finance Director submits this report to provide additional information to update you on the financial condition of the City. This report is intended to supplement the monthly/quarterly reports that are published on the City's website.

Tax Collections

Attached you will see the latest update on sales tax collections. After a record monthly collection in January, we recorded a very strong number in February. YTD collections are 17.33% ahead of 2023 and well ahead of budget. Hub City collections remained strong, off of last month's collection numbers but still 14% ahead of last YTD and 28% better than the 5-year average YTD.



Treasury Activities

As interest rates have stabilized, we continue to evaluate the best investment vehicle for funds that are kept in reserve. We are following the markets closely and will work to lock in some of the higher interest rates in longer-term investments as the opportunities arise. These efforts have included deposits in additional financial institutions within the city.

We also continue to work on implementation of an Accounts Payable Payment Management system that will allow us to issue payments to vendors via electronic methods and reduce the number of paper checks that we issue.

Fiscal Year 2023 Year End

Fiscal Year 2023 is closed, and our Independent Financial Auditors are on site doing field work. We will be working diligently to complete the 2023 ACFR and are preparing for budget season.

2025 Budget

The budget module is open for departments to begin work on the 2025 budget. This year, we will be utilizing a zero-based approach and will require departments to present budgets for 2025 and 2026. This is in an attempt to highlight the impact of decisions that are made regarding the near-term budget on future budgets.

The Finance Department will be hosting a training session for management members with budget duties on April 1 at 10am.

Ongoing Projects

The Finance Department “went live” with the module for special assessments on March 22nd. This project has been in the works for more than 2 years and has required substantial modifications to the software. The process has progressed smoothly, and we don’t anticipate any major issues at this point.

The first draft of the update to the City Procurement Policy is nearly complete. This effort was necessary to bring the policy into alignment with the current process since the implementation of the JARVIS computer system, simplify the process and improve compliance. Once complete, there will be scheduled training for all employees who make purchases on behalf of the City. We will also be looking at updates to the Code of Ordinances to update the process of handling budget amendments.

We continue to work on several implementation projects including: Special Assessments, Cashiering upgrade, JARVIS upgrade, Cityworks / Assetworks integration and a number of others.

Engineering
City Engineer, Lance Meyer

Department Updates

- In March, the Department issued 2+ right of way permits and attended 3 DRT meetings.
- Cityworks software configuration is in its final stages. We are currently wrapping up contractor licensing for 2024, as well as alarm and tobacco licensing. We've hosted contractor sessions for plumbing permits and will be continuing the rollout with special event permits and gaming site authorization in the coming weeks.
- In March, the Traffic Division had 7 emergency call backs and completed 22 work orders, including 4 signal led replacements and 10 hit traffic signs.

Staffing

- We continue to attend several spring career fairs across the state in hopes of recruiting a new graduate to fill the project engineer position.
- We are currently receiving applications for Engineering Intern and GIS Intern for summer 2024

2023 Project Updates

- Most 2023 projects have been completed and final payments issued.
- 2023 Signal Improvement is anticipated to start in mid-late April. This project will have significant roadway and travel impacts. The 2023 Signal Cabinet Improvement project will start after the Signal Improvement project is finished. are awaiting material. Both of these projects are anticipated to be completed by July 2024.
- 2023 Sidewalk, Curb & Gutter is substantially complete but has punch list items that cannot be completed until spring.

2024 Project Design

- The 2024 Street Seal, Microsurfacing, Street Improvement, Patching, Sidewalk Curb & Gutter, Concrete Rehab and Pavement Marking projects have all been awarded. Preconstruction meetings are being scheduled and held. Construction is anticipated on starting in April.
- Storm Sewer District 124 is in preliminary design. A public information meeting regarding the district will take place in early 2024.
- The Puppy Dog Storm Sewer project is in final design and has begun right of way acquisition. Staff is aiming for a spring bid.
- The 16th Street Reconstruction project is in preliminary design and the draft environmental document and decision document will be presented to council at the April 15th meeting.
- The CP Rail Quiet Zone project has finished design for the city portion of the project, and staff is working with the railroad to finish their portion of the signal design. We will discuss with the railroad if it is better to construct the city improvements this year or wait until 2025 when their crossings signals arrive.
- The draft 2025-2029 Capital Improvement Plan has been sent to council and will be presented to the public on April 15th. Adoption will take place on May 6th.

- The 16th Street Interchange Improvements are in preliminary design. We are working with the NDDOT bridge division to decide if a bridge deck overlay will be required in addition to the approach slab replacement. Pavement improvements and signal replacements will also occur.

**Police Department
Chief John Klug**

The police department is currently at 82% effective strength for sworn officers with 15 of the 85 sworn positions not fully effective or vacant. The current effective strength of sworn staff is due to the following:

- 1 – Extended Specialized Training
- 2 – Injury/Medical
- 12 – Vacant Positions

The intelligence analyst position was vacated the end of February and we are currently in the final stage of selection to fill that position.

We have had a few resignations from our team in Central Dispatch. We are currently at 58% effective strength with 7 of the 17 positions not fully effective or vacant. We hired two new dispatchers in the past 3 weeks, and we plan to hire two more and have them start in late April. The current effective strength is due to the following:

- 3 – New Dispatchers in Training
- 4 – Vacant Positions

The police department responded to 41,103 calls for service in 2023. This is about a 4.5% increase, 1,922 more calls for service, than in 2022. As of March 27, 2024, the police department has responded to 8,268 calls compared to 8,350 at the same time in 2023, which is less than a 1% decrease in calls for service.

Fire Department
Fire Chief, Kelli Kronschnabel



Fires reported in the month..... 5

- Structure Fires: 2
- Vehicle Fires: 1
- Outside Rubbish Fires: 1
- Special Outside Fire: 1

2024 Monthly Fire Counts Year to date Total: 14

Jan.	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec
4	5	5									

YTD Dollar loss attributed to fire..... \$166,500

Total incidents reported for the month: 329

Fires	Overpressure ruptures, etc	EMS	HAZMAT	Service Call	Good Intent Call	False Alarm	Severe Weather	Special Incident Type
5	2	265	7	8	21	20	0	1

Injuries and Fatalities Caused by Fire	Month	Year to date
Civilian Fire Casualties	0	0
Civilian Fire Injuries	0	0
Fire Service Injuries	0	0

Update from Chief's Kronschnabel's office:

The Fire Department had another busy month, with five fire incidents in the month and a total of 329 incidents, 33 more than in February.

We have received our Center for Public Safety Management (CPSM) report and are reviewing it. Upon completion of the review, a presentation will be made to the City Council at the April 15th meeting.

We also completed CPR and Fire Extinguisher training for city staff members and have begun creating and implementing Emergency Action Plans for all city buildings. Within the next month, emergency drills related to the action plan will be conducted throughout the buildings.

Our EMS Bike Program is nearing completion. This spring/summer, it will be debuted, and we will develop a calendar of public events at which our Bike Patrol will be present.

Thanks to Minot State University, our crews could conduct hands-on search training on campus using the Dakota Hall building. Fortunately, they will allow us to utilize Dakota Hall for additional training in the upcoming months.

Lastly, our new Aircraft Rescue Fire Fighting (ARFF) truck has passed the final inspection. It will tentatively arrive at Station 3 in the middle of April, and we will conduct familiarization training following its arrival.

Jennifer Eckman
Airport Director

Statistics – (Additional statistics can be found here: (<https://www.motairport.com/260/Statistics>))

- February 2024 there continued to be an increase in enplanements, load factor, and parking revenue. This is directly attributed to the new flight to Florida. During the month, there were a couple of winter events where the airlines preemptively cancelled flights and the TSA checkpoint's operational times are only a 90-minute window prior to a flight. This lead to reduced dwell time in the terminal and therefore a drop in gross sales in concessions.

Staffing and Training

- Staffing –
 - Part-Time – The Airport Operations division hired a part-time employee to cover some anticipated leave of absences (military and medical) this spring. The individual started on February 26, 2024 and has been a quick study for airfield driving as he used to work up in the airport's tower.
 - Airport Internship – Interviews were conducted, an offer was made, and the new intern will start in May.
- Training and City P.R.I.D.E. –
 - FAA Title VI Training – Airport staff attended an online training for Title VI requirements offered by the FAA.
 - AAAE Airport 101 Training – Airport staff, Councilman Podrygula, Assistant City Manager, and Legal department staff attended the two-day online course taught by Dr. Kim Kenville, UND professor.
 - PRIDE Employee Recognition Committee – Airport Operations and Maintenance Manager continues to serve on this committee as the chair.
 - City Safety Committee – The Airport Facility Foremen and staff represents the Airport on this committee.
 - Lunch and Learn – The airport staff attended the city-wide lunch and learn event at the library. The topic was “The Happy Secret to Better Work.”
 - Defensive Driving – A number of the airport team took the bi-annual training at the end of the month.

Equipment and Facilities

- Equipment –
 - Snow Removal Equipment (SRE) –
 - High-speed plow – Was out of service since October 2023 due to broken leaf springs. Now back in service.
 - Kubota Tractor - Was out of service at third party for repairs since May 2023. Now back in service.
 - Airside Equipment –
 - Electrical Vault– The equipment in the vault continues to be an issue. The FAA and the NDAC are in agreement to add this as a fundable project for the 2024 grants.

- Airside Electrical Generator – Had a recent failure due to blown fuse. Unknown issue. There is no change in the slow leak in radiator. We are looking to see if it can be added to the other needs for the electrical vault.
- Fuel farm - A temporary fix of the fuel pump is in place for the interim, with plans to install two new pumps in mid-April for redundancy purposes.
- Jet bridge 4 continues to exhibit electrical issues when connected to aircraft. Working to coordinate a time for troubleshooting with airlines, mechanic, and electrician.
- Facilities –
 - Commercial Terminal –
 - Fire Alarm – The fire alarm panel’s annunciator continues to not work properly. Federal ATP grant was applied for the estimated \$140,000 repair. The airport is not a recipient of this funding and will be looking at other funding options to address the issue.
 - Overhead gate at restaurant is severely damaged. Likely looking at full replacement if unable to repair.
 - HVAC System – DOAS heat recovery wheel damaged. Working with contractor for repairs.
 - General Aviation Terminal –
 - HVAC System – Working with consultant to formulate plan to rehabilitate the aged system and allow for zone controls.

Community Engagement

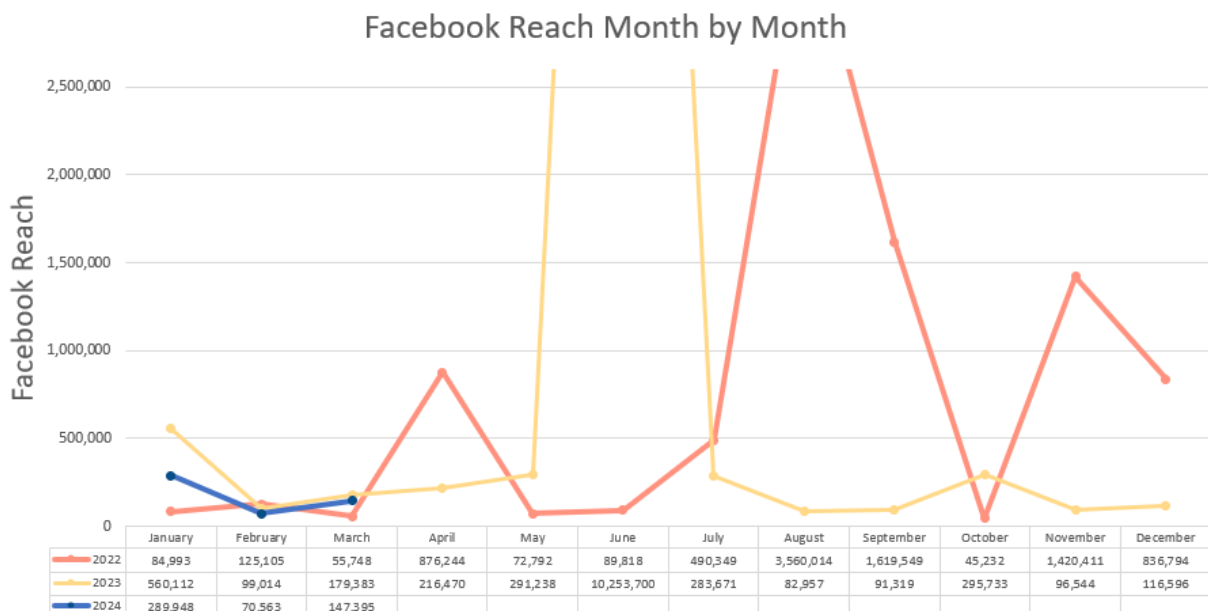
- State of the City – The Airport Director and the Airport Operations and Maintenance Manager attended the State of the City.
- City of Minot Employee Recognition Winter Event – The Airport Operations and Maintenance Manager assisted in planning and implementing the event. The Airport staff attended and the Airport Director took a pie to the face for having raised the 2nd most funds to pay for the event.
- Minotauros Game Night – Airport staff handed out airport logoed swag (balsa planes, water bottles, ice scrapers, cowbells, etc.) on its sponsor night.
- Airport Community Meeting – The monthly meeting with the tenants was held the first week of the month.
- Local Emergency Planning Committee (LEPC) – Airport staff participates in LEPC activities.
- Airport Association of North Dakota (AAND) – Airport Operations and Maintenance Manager is on the board.
- Service Organizations –
 - Rotary - The Airport Operations and Maintenance Manager participates in Rotary.
- Social Media –The top post for the month contained a photo of the one aircraft which braved the icing conditions and arrived at the terminal on February 8. Many comments were about the aircraft’s paint job and the size of the aircraft.
- Minot Area Chamber EDC Committees – Airport Director participates in the Infrastructure, Energy, and Military Affairs committees and serves as an honorary commander of the 5th Logistical Readiness Squadron.
- American Association of Airport Executives – Airport staff participates in a variety of subcommittees and working groups within this organization and its Great Lakes Chapter.
- Terminal Birthday – The Airport celebrated the 2nd Anniversary (8 years) of the terminal’s grand opening on February 29, 2024.

Public Information

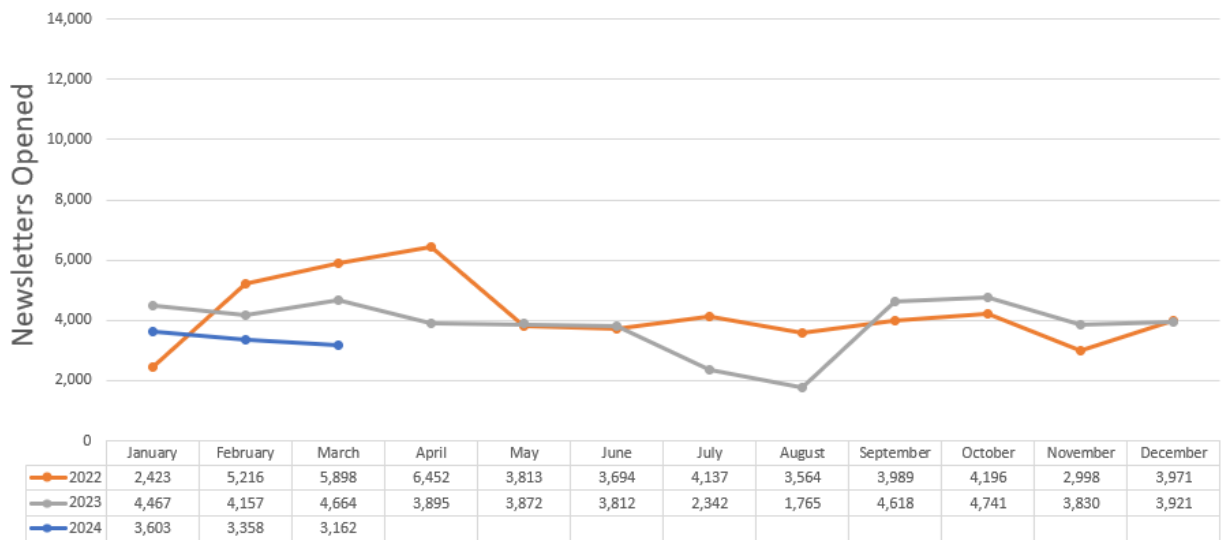
Communication and Engagement Manager Jennifer Kleen

Highlights and Takeaways

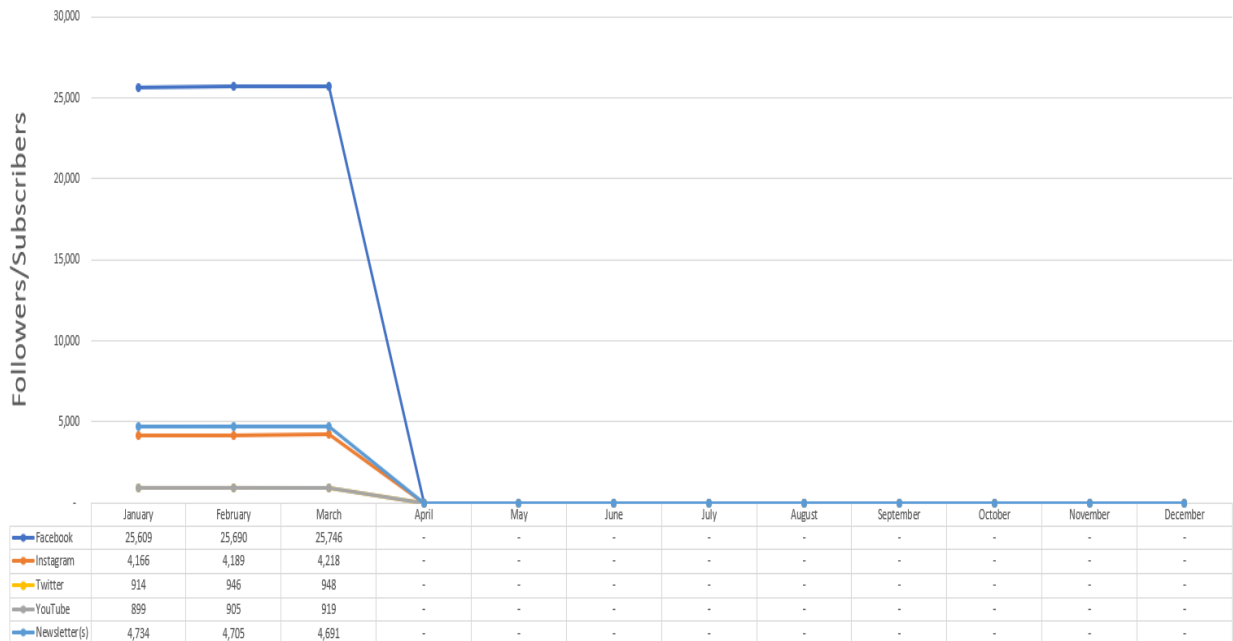
- Communication and Engagement Manager Jennifer Kleen is actively working to record, edit, and produce videos related to the upcoming budget tours for essentially every department. She's also been dissecting the latest citizen survey to determine how to best present the vast amounts of information contained in the survey.
- March has involved a wide variety of subjects in our office. We've had warm enough weather to write about street sweepers, and we've had enough snow to discuss snow removal efforts. We continue to do our best in answering questions from the public about recycling, snow removal, and a host of other subjects. As always, we receive tremendous support from department heads and others, who provide us with accurate, timely information so that we can answer public questions with facts.
- Construction season will be here before long, so we'll work with Public Works, Engineering, Traffic, Street, Water/Sewer and other departments on what's on their construction schedules for 2024. Some bid openings are happening now, including the bid for the Transit Center.
- Communication Specialist Bryan Obenchain has begun working with Recycling Coordinator Christina Wolf to produce short videos explaining what types of items are recyclable and which items are not. The videos will focus on one type of item each time, with the goal to have two videos per month published late in the week before recycling collections. Along with education, the videos will provide a reminder of upcoming recycling days.



Newsletter Opens Month by Month



2024 Social Media Footprint



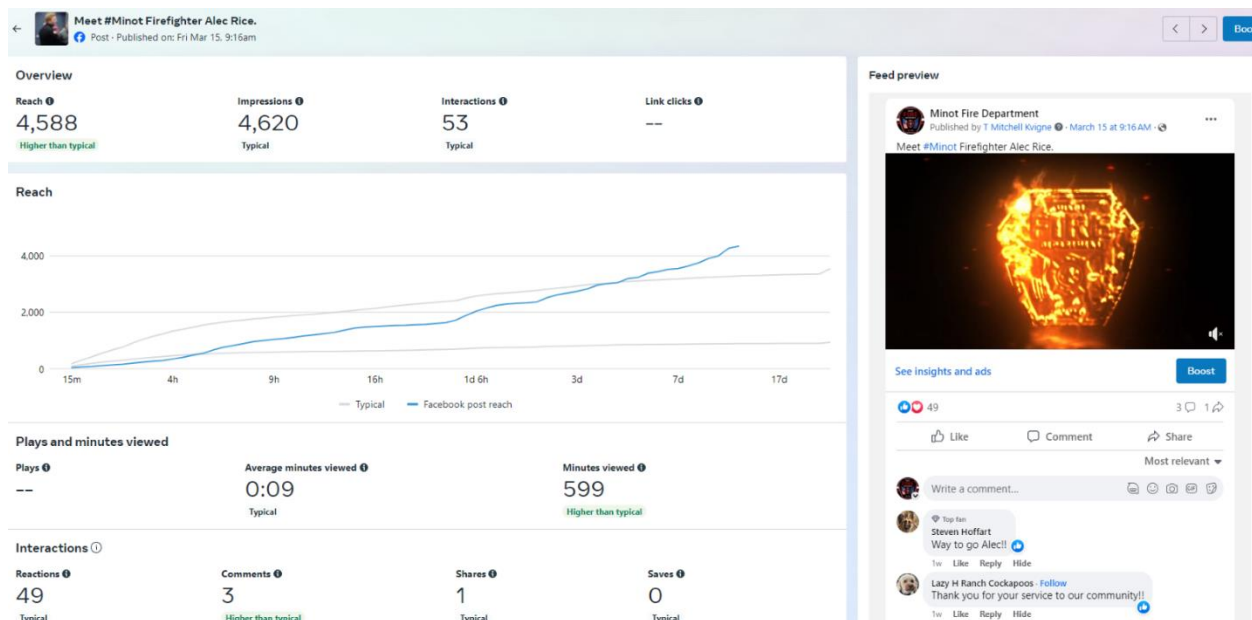
Public Safety Information & Outreach Officer – T Kvigne

Highlights and Takeaways

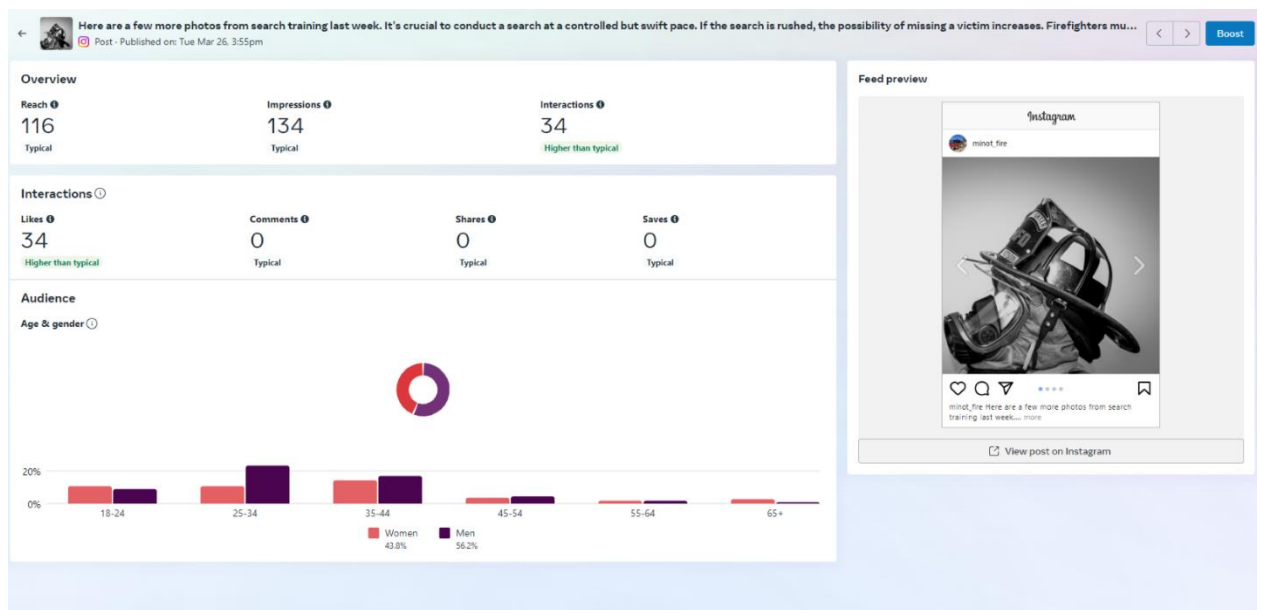
Fire Department

- There were three fires that we issued media releases for during the month
- All battalions went to MSU to conduct hands on search training. The PIO just received our new camera, so I familiarized myself with the camera over the course of a few days during this training.
- In March, we gained 26 new followers on Facebook and 12 new followers on Instagram. Our total Facebook reach was 14,211 for the month and 203 on Instagram for the month.

Our top performing post for Facebook, that was not a media release, was an introduction video, introducing Alec Rice, one of our newest hires.

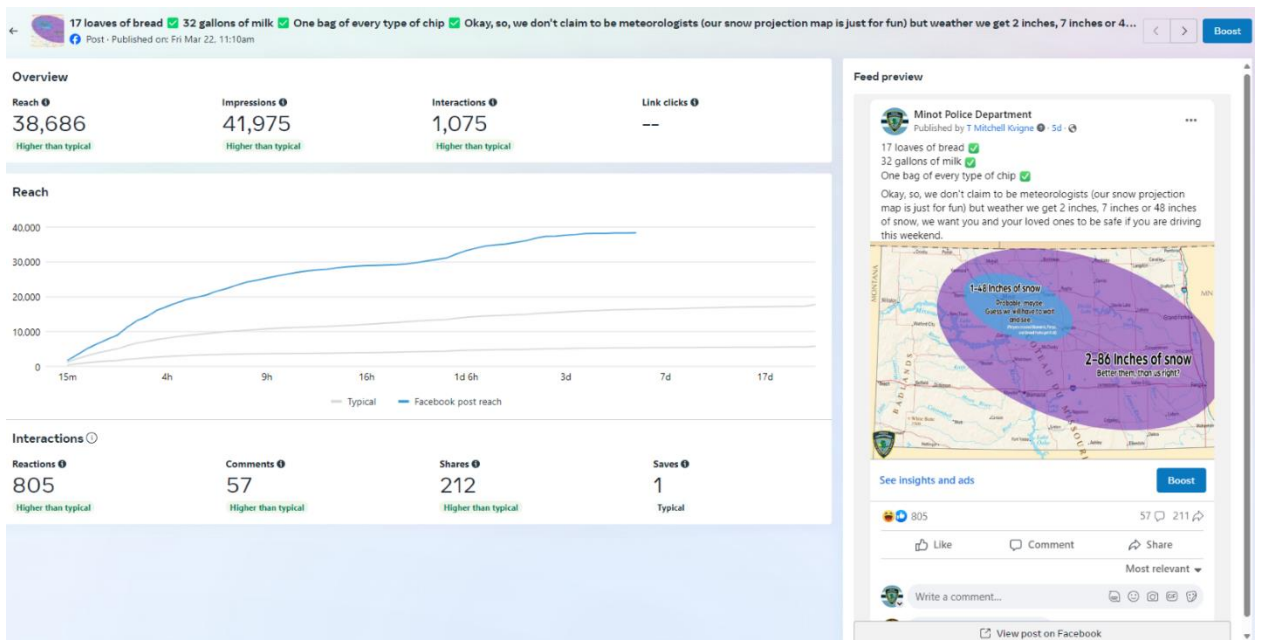


Our top performing Instagram content was a few of the pictures from the search training that was conducted at MSU.



Police Department

- In March, I was a member on the interview panel for the Intelligence Analyst position the department is hiring for.
- I have been assisting the department with various tasks for the Chiefs of Police Conference that will be the department will be hosting at the end of June. This has ranged anywhere from designing a conference coin, creating the agenda/print material, and attending meetings for the event.
- Our Facebook reach for the month of march was 67,369, and we gained 140 new followers.
- Our top post for the month was a lighthearted post that amassed 38.7K in total reach. It was a fake snowfall total prediction for the snow storm that was supposed to hit the state.





BOARD MEETING AGENDA

Wednesday, March 20, 2024, 9 am

Location: Sleep Inn – Theater Room

Call to Order: Introductions

___ Amanda Shappell	___ Randy Conway
___ Megan Langley	___ Thor Nelson
___ Paul Pitner	___ Pamela Hopkins
___ Josh Galloway	___ Jesse Zwak
___ Gabriel Mejia	___ Stephanie Schoenrock – Executive Director

- **Hostfest Request - John Mackner**
- **Ex-officio Reports**
 - City Council Report – Paul Pitner
 - Stakeholder Report – Stephanie Schoenrock
- **President’s Report – Megan Langley**
 - Approval of minutes from the January meeting
- **Treasurer’s Report –**
 - Review and Approval of January and February Financials
- **Staff Production Report**
- **Old Business**
 - Building update
 - Destination Development Grant – ND Department of Commerce
 - Hotel Tax – City Ordinance and report from the City of Minot
- **New Business**
 - Board of Directors update
 - Election of Secretary/Treasurer
 - RWIP Grant
 - Budget 2024
 - Approved Funding

Next Board Meeting: Wednesday, May 15th, 9am

Location – Sleep Inn

MINOT COMMISSION ON AGING

Board of Directors

MCA Meeting Room – Parker Center

February 16, 2024

PRESENT: Jay Fisher, Penny Hamilton, Andrew Maragos, Steve Podrygula, Tom Probst, Vicki Summerfield, Larry Wahlund

STAFF: Roger Reich, Val Millen, Deb Leyrer

ABSENT: Denise Larson, Lacey McNichols, Mary Nester, Bob Schempp, Pat Schmitt, Alan Walter

President Vicki Summerfield called the meeting to order at 12:00 pm.

ANNOUNCEMENTS: A warm welcome to Jay Fisher, welcome to our Board.

APPROVAL OF MINUTES: Andy Maragos motioned to approve the minutes for January 2024, seconded by Steve Padrygula; motion carried.

FINANCE REPORT: Val Millen reporting.

- Val Millen presented the December 2023 financials.
- Copies of the check register were made available to the Board.
- Jay Fisher mentioned that it is nice to see financials orderly.
- Andy Maragos motioned to approve the financials, Penny Hamilton seconded; motion carried.
- There was discussion regarding the CD's, we will move them to short term.

DIRECTOR'S REPORT: Roger Reich reporting.

- MCA provided lunch for the State of the City address. We provided a "home delivered meal" to 110 people. It was good exposure for MCA. The staff did a great job preparing and serving up the meal.
- In March Darla will be offering a Stepping On class to seniors. It is a fall prevention class that focuses on balance.
- Salute to Seniors is May 14th.
- March for Meals will be celebrated March 27th at MCA. The City Mayor, Manager and council members have been invited, along with the county. It's a good way to make people aware of our program.
- We will be applying for the United Way grant in March.
- The Minot Area Community Foundation provided a grant for us to purchase footcare chairs for the rural areas. They are greatly appreciated by the clients and nurses.

PRESIDENT'S REPORT: None

NEW BUSINESS: None

NEXT MEETING: March 15, 2024 in the meeting room.

Meeting was adjourned at 12:35 pm.

Respectfully submitted,

Deb Leyrer
Recorder

Lacey McNichols
Secretary



Date: March 31, 2023
To: Mayor/City Council
City Manager
From: City Attorney's Office
Re: Monthly Attorney Report (April, 2024)

Pursuant to Minot City Code of Ordinances, Section 2-30(7), the following items or issues are submitted as a summary of some of the matters addressed by the City Attorney's Office prior to the March 4, 2023 City Council meeting:

I. Civil Matters

A. Floodplain Eminent Domain Cases:

1. City of Minot v. John Dokken, et al.

Counsel: John Warcup
Opposing Counsel: Bruce Schoenwald
Current Status: Closed at District Court
Settlement Agreement signed, property transfer pending

Following commencement of eminent domain proceedings on this property, the City and Property Owners reached a resolution whereby the City agreed to purchase the Dokken property at the appraised value of \$315,000 with the following terms 1) the Dokkens would be allowed to retain ownership of a shop and shed located on the property by reducing the purchase price by their salvage cost - \$4500 for the shop, and \$150 for the shed, respectively; 2) The Dokkens would be responsible for the cost of moving the shop and shed; 3) The Dokkens would waive any claim for recovery of attorney fees or costs; and 4) the Dokkens will continue to have full use and enjoyment of the property, but will be fully responsible for repairs, maintenance, utilities, taxes, and insurance on the property until closing, which should occur on or before August 9, 2024.

April: Settlement Agreement is signed and closing is set for August 9, 2024.

2. City of Minot v. Loyal Order of the Moose Minot Lodge #822

Counsel: John Warcup
Opposing Counsel: Jessica Klein
Current Status: Pending in District Court
Jury Trial scheduled for 4/30/2024, 5/1/2024, and 5/2/2024

On May 3, 2021, the City Council commenced eminent domain proceedings relating to a property owned by Minot Moose Lodge #822. The latest scheduling order in this case requires the parties to be ready for trial no later than April 1, 2024. A status conference was held on October 30, 2023. The parties also filed a stipulation to amend the complaint, which

was approved by the Court. Defendants also filed an answer to the amended complaint and have disclosed Kevin Ternes as an expert appraisal witness.

April: A three-day jury trial remains on the District Court calendar for 4/30/2024, 5/1/2024, and 5/2/2024, but negotiations are ongoing.

B. Other Civil Matters:

1. Marianne Bender and Doug Bender v. City of Minot

Counsel: Howard Swanson
Appointed by Airport Premises Insurance

Opposing Counsel: Steve Lutt

Current Status: Unfiled

On February 3, 2022, the City was served with a summons and complaint by Plaintiffs. The complaint alleges the City was negligent in properly maintaining its entry ways at the Minot International Airport which caused a slip and fall incident to occur on or about February 17, 2019. The airport's premises insurance (Endurance) appointed Howard Swanson to defend the City in this lawsuit. Attorney Swanson has served an answer on Plaintiffs.

April: Discovery and negotiations are ongoing.

2. Todd Mickelson v. City of Minot

Counsel: Brian Schmidt
Appointed by NDIRF

Opposing Counsel: Leo Wilking

Current Status: Pending in District Court, Discovery is ongoing.
Scheduling Order states parties should be ready for trial by October 1, 2024.

On May 26, 2023, the City was served with a summons and complaint by the Plaintiff. The complaint alleges the Plaintiff's employment as a city employee was terminated as a result of retaliation. The North Dakota Insurance Reserve Fund (NDIRF) appointed Brian Schmidt to defend the City in this lawsuit. Complaint was filed in District Court on June 8, 2023. City's Answer was filed on June 16, 2023. An Alternative Dispute Resolution Statement was filed by the City on August 15, 2023.

April: Discovery is ongoing. Depositions of present and former city employees have been conducted and a deposition of the plaintiff is scheduled. Scheduling order states parties agree to be ready for trial by October 1, 2024.

3. Citizen's Alley Appeal (RMM Properties, L.L.P.)

Counsel: Bryan Van Grinsven
Appointed by NDIRF

Opposing Counsel: Nici Meyer and Ryan Quarne

Current Status: Closed at District Court

On October 17, 2023, RMM Properties, L.L.L.P filed a Notice of Appeal with the North Central Judicial District alleging the City of Minot applied the incorrect legal standard when approving an application for vacation of a plat, and approval of a new preliminary plat, and in doing so the action constitutes a taking of real property without compensation. NDIRF has appointed attorney Bryan Van Grinsven to represent the City in response to the appeal. The City filed its Certificate of Record with District Court on November 13, 2023. The Court issued a briefing schedule on November 15, 2023 requiring the RMM Properties, L.L.L.P. to submit its appellate brief on or before December 6, 2023, and the City to submit its appellee brief within 10 days of service of the appellate brief. The City supplemented its records with links to the Planning Commission and City Council meetings regarding this matter on November 28, 2023, and RMM Properties, L.L.L.P. submitted a reply brief.

April: On February 28, 2024 the District Court entered an order affirming the City Council's decision. Notice of Entry of the Order was served on Defendants and filed with District Court on March 1, 2024.

4. Nathan Properties, LLC Appeal

Counsel: John Warcup
Appointed by NDIRF

Opposing Counsel: Jessica Lee Klein

Current Status: Notice of Appeal served on the City and filed in District Court on January 26, 2024. City is preparing a response and certified record.

On January 26, 2024, Nathan Properties, LLC filed a Notice of Appeal with the District Court seeking judicial review of a denial of relocation benefits.

Nathan Properties, LLC was denied relocation benefits because the NDR Program Manager determined that they were ineligible pursuant to 49 CFR Part 24.305(b), which determines eligibility when one or more displaced entities could be considered a single business, entitled to only one fixed payment. Nathan Properties, LLC shared the same premises as Minot Welding, Inc., which also applied for and received relocation benefits. The same person owns, controls, and manages the affairs of the two entities. The relocation benefits rendered to Minot Welding, Inc. contemplated moving everything in the building that Minot Welding, Inc. allegedly shared with Nathan Properties, LLC and there is no personal property left in the building. Given these facts and others, the NDR Program Manager determined that Nathan Properties, LLC's request for relocation services should be denied.

April: City staff and Attorney Warcup are finalizing the City's response and the certified record on appeal.

C. City Business:

1. City Department Legal Support – This Office provided legal support to the City's City Manager, Department Heads, and Planning Commission regarding contracts, human resources/personnel issues, and other legal matters, including the following:

- a. 2024 Goals and 2025 Budget:** City Attorney's Office staff are finalizing goals for 2024 and beginning to prepare their 2025 budget.

- b. **Superfund Site Meetings/Document Review:** The City Attorney and Assistant City Attorney Schmitz have been attending meetings with the Utilities Director, State Department of Environmental Quality, Environmental Protection Agency and Park District regarding the old Minot landfill superfund site and amending the operations and maintenance plan to allow the park district to use the site.
- c. **Alleyway Speed Limit Ordinance:** Assistant City Attorney Schmitz is continuing work on a proposed alleyway speed limit ordinance.
- d. **Project BEE/Broadway Circle Project:** The City Attorney and other City staff continue to work through the mutual termination agreement terms and completion of the Broadway Circle Project.
- e. **NAWS Finance Agreement:** Assistant City Attorney Schmitz reviewed and provided comment on a NAWS Financing Agreement to Utilities Director Sorenson.
- f. **Easement Agreements:** Assistant City Attorney Schmitz is presently reviewing draft easement documents with Project Manager Ben Cofell.
- g. **Midcontinent Easement:** Assistant City Attorney Dickerson worked with MOT staff on an easement with Midcontinent Communications.
- h. **Edgewood Real Estate Investment Trust Development Agreement:** Attorneys Johnson and Lindgren have submitted a draft agreement for staff review, and it is presently being reviewed internally.
- i. **Airport Leases:** Assistant City Attorney Dickerson and City Attorney Stalheim assisted the Airport with reviewing/drafting car rental agreements that were before Council on March 18.
- j. **Airport Grant Applications and Letter Agreements:** Assistant City Attorney Dickerson and City Attorney Stalheim assisted the Airport with reviewing/drafting the memo for the SHE Contract for Taxiway C/C3 Reconstruction Final Design that was before Council on March 18.
- k. **Airport Electrical Vault Rehabilitation:** Assistant City Attorney Dickerson and City Attorney Stalheim assisted the Airport with reviewing/drafting the electrical vault rehabilitation memo that was before Council on March 18.
- l. **Facade Improvement Program Case No FI-12 (KAMP Collective, LLC):** Assistant City Attorney Schmitz and City Attorney Stalheim reviewed and discussed the facade improvement program agreements with the Community Development Director.
- m. **Hotel Licensing:** The City Attorney gathered information for the Mayor and Council regarding hotel licensing.
- n. **Open Records Requests Questions:** Assistant City Attorney Schmitz assisted the police department with responding to open records requests.
- o. **Problem Properties Unit (PPU) Meeting:** The City Attorney attended a Problem Property Unit meeting which is being reviewed by ACM Joyce to improve efficiencies.

2. **Ordinance/Policy Revisions:**

- a. **Alcohol Ordinance Ad Hoc Committee:** The City Attorney attended meetings of the Alcohol Ordinance Ad Hoc Committee, and she and the City Clerk prepared some draft ordinances for the committee's consideration.
- b. **Emergency Action Plan Meeting:** The City Attorney attended an emergency action plan meeting with other Department Heads to discuss updates.
- c. **Automatic Door Ordinance:** The City Attorney is continuing to work with City staff to prepare an ordinance requiring businesses and buildings that receive public funds to install at least one automatic door. Finance is presently compiling the financial information requested and an update will be provided at the next City Council meeting.
- d. **Assistant City Manager Ordinance/City Manager Contract Amendment:** The City Attorney drafted amendments to the City Manager Ordinance, and the City

Manager Contract to reflect the addition of the Assistant City Manager to the team and transition to the PTO leave system.

3. **City Manager Committees:** Assistant City Attorney Dickerson has been serving on the Employee Recognition Committee.
4. **CPR/Fire Extinguisher Training:** City Attorney staff attended CPR and Fire Extinguisher Training on March 1.
5. **Assistant City Attorney Portfolios:** The City Attorney's Office has created portfolios for each of the attorneys in an effort to streamline inquiries from City Departments and Officials. Current portfolio assignments are:
 - a. **Stefanie Stalheim:** City Council, City Manager, Human Resources, Finance/NDR-CDBG, Assessors, Library
 - b. **Nick Schmitz:** Municipal Court, Engineering, Public Works, Community and Economic Development, Planning Commission
 - c. **Corbin Dickerson:** Municipal Court, Police, Fire, Airport

While all city attorneys are available to City staff and officials for consultation, it is our hope that the portfolio system will allow our attorneys to develop an expertise within their assigned portfolios and, in turn, increase response time and provide more specialized services.

II. **Criminal Matters**

- A. **Minot Municipal Court** – Assistant City Attorneys handled routine and daily matters in Minot Municipal Court for criminal prosecution (trials) and civil ordinance violations, as well as approval or initiation of criminal complaints for ordinance violations.
 - a. **Annual Case Totals:** Below is a table of documenting the number of criminal and traffic matters opened in municipal court each month for 2022, 2023, and now 2024:

2022	Criminal	Traffic	Total
January	94	208	302
February	91	269	360
March	75	321	396
April	104	209	313
May	114	345	459
June	114	324	438
July	92	235	327
August	134	241	375
September	118	217	335
October	75	200	275
November	91	138	229
December	79	151	230
totals	1181	2858	4039

2023	Criminal	Traffic	Total
January	83	177	260
February	84	208	292
March	121	256	377
April	154	361	515
May	145	318	463
June	119	357	476
July	170	404	574
August	147	372	519
September	112	260	372
October	124	310	434
November	155	250	405
December	140	274	414
totals	1554	3547	5101

	2022	2023	% change
Criminal	1181	1554	32%

				2024	Criminal	Traffic	Total
				January	141	260	401
				February	114	348	462
				totals	255	608	863

Traffic	2858	3547	24%
	4039	5101	26%

B. District Court – Assistant City Attorneys attended and responded to the scheduling of District Court transfer cases involving initial appearances, motion responses, motion hearings, status conferences, pretrial conferences, and order to show cause proceedings for criminal cases originating in the Minot Municipal Court and subsequently transferred to the Ward County District Court.

Respectfully Submitted,

 Recoverable Signature



X

Stefanie Stalheim
City Attorney
Signed by: 48ae2bc4-fd85-4c0e-a0ea-7c87bc0c1a31

On March 18, 2024, a Special Meeting of the Minot City Council was held in the Council Chambers at City Hall. Mayor Ross called the meeting to order at 4:45 pm.

ROLL CALL

Members Present:

Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross

Members Absent:

None

PLEDGE OF ALLEGIANCE

Mayor Ross presiding and led the City Council in the Pledge of Allegiance.

EXECUTIVE SESSION: POTENTIAL LAND PURCHASE

The next item on the agenda is an executive session to discuss a potential land purchase by the City of Minot. The legal authority for closing this portion of the meeting is North Dakota Century Code Section 44-04-19.1(9).

The topic and purpose of the executive session is to allow the City Council to discuss negotiating strategy and provide negotiating instructions to its attorneys and other negotiators regarding a potential contract for which negotiation is likely to occur in the immediate future. An open meeting on this topic would have an adverse fiscal effect on the bargaining position of the City. At this time, a motion would be in order to discuss agenda item number 3 in executive session.

Whereupon, Alderman Jantzer motioned the City Council move into an executive session. Motion seconded by Alderman Pitner, and carried the following roll call vote: ayes: Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross; nays: none.

The executive session will be recorded and all members of the Council are reminded to limit their discussion during the executive session to the announced topic. Any collective decision, collective commitment, or other final action by the Council will occur after it reconvenes in an open meeting, unless final action is specifically required by law to be taken during the executive session.

Since this executive session is being held to provide guidance and instructions to our attorney and other negotiators pursuant to N.D.C.C. § 44-04-19.1, the prohibition on taking final action during the executive session does not apply to providing negotiating instructions to the City's attorneys and other negotiators.

At this time the Council will relocate to the City Council conference room adjoining Council Chambers. During the executive session, members of the public attending the meeting are welcome remain in Council Chambers. We anticipate adjourning the executive session, and returning to the dais to reconvene the open portion of this meeting, at approximately 5:20 pm.

The executive session began at 4:49 pm and was attended by all members of the City Council, as well as the Mayor, City Clerk, City Attorney, City Manager, Finance Director, Public Information Officer, City Assessor, and the Utilities/Public Works Director.

At 5:10 pm, Alderman Pitner moved the City Council adjourn the executive session and return to the dais in Council Chambers. Motion seconded by Alderwoman Olson, and carried the following roll call vote: ayes: Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross; nays: none.

ADJOURNMENT

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderwoman Olson and carried unanimously. The meeting adjourned at 5:12 pm.

For the full March 18, 2024 Special City Council meeting video, see: [Minot City Council Executive Session 3/18/24 \(youtube.com\)](https://www.youtube.com/watch?v=...).

ATTEST: _____
Mikayla McWilliams, City Clerk

APPROVED: _____
Thomas Ross, Mayor

On March 18, 2024, a Regular Meeting of the Minot City Council was held in the Council Chambers at City Hall. Mayor Ross called the meeting to order at 5:30 pm.

ROLL CALL

Members Present:

Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross

Members Absent:

None

PLEDGE OF ALLEGIANCE

Mayor Ross led the City Council in the Pledge of Allegiance.

MAYOR'S REPORT

Mayor Ross attended a CPKC Rail meeting, the MACEDC Annual meeting, a ND League of Cities meeting, the Alcohol Ordinance Review and Rewrite Committee meeting, a Task Force 21 meeting, a suicide symposium planning meeting, a Military Affairs meeting, ribbon cutting for the US Olympics Sled Hockey, welcomed the Western Plains Opera Gala, spoke briefly at the Pheasants for the Future meeting, and attended the sled hockey game on Saturday.

CITY MANAGER'S REPORT

Harold Stewart submitted a written report to the council.

5.1 MAJOR SUBDIVISION PRELIMINARY PLAT: GOLD NUGGET 7TH ADDITION

Alderman Jantzer moved the City Council approve a major subdivision preliminary plat in alignment with the Planning Commission recommendations.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross; nays: none.

CONSENT ITEMS

Alderman Pitner moved the City Council approve consent items 6.1-6.21.

6.1 CITY COUNCIL MINUTES - Approve the minutes of the March 4, 2024, Regular City Council meeting.

6.2 ORDINANCES – Approval of the following ordinances considered for second reading:

1. Ordinance No 5948 - 2023 BA - Line Items Over Budget
2. Ordinance No 5949 - Encroachments on City Property Ordinance

(Ordinances are available for inspection and copying at the City Hall City Clerk's Office during normal office hours (generally Mon-Friday 8:00am – 4:30pm))

6.3 ADMINISTRATIVE APPROVALS - Ratify the following Administrative Approvals:

1. ND State USBC to conduct a raffle on April 6-7, 13-14, 20-21, 2024 at North Hill Bowl (1901 N Broadway).
2. Zion Lutheran Church to conduct a raffle on March 22, 2024 at Zion Lutheran Church (1800 Hiawatha St SE).
3. ND Chapter Backcountry Hunters & Anglers to conduct a raffle on June 6, 2024 at Whiskey Nine (109 W Central Ave).
4. Minot Valley Scottish Rite to conduct a raffle on June 22, 2024 at Minot Valley Scottish Rite (2524 E Burdick Exwy).
5. Nedrose Cardinals Booster Club to conduct a raffle on March 21st & 23rd, 2024 at Magic City Campus (1100 11th Ave SE).
6. API Bakken Chapter to conduct a raffle on March 9, 2024 at Clarion Hotel (2200 E Burdick Expwy).
7. Minot High Cheer Booster Club to conduct a raffle on March 10, 2024 at Minot High School (1100 11th Ave SE).
8. American Legion Department of ND to conduct a raffle on January 25, 2025 at the Grand Hotel (1505 N Broadway).
9. Dakota Clay Busters to conduct a calendar raffle for June 2024 at Centerspace (3100 10th St SW).
10. Power of 1 to conduct a raffle on August 18, 2024 at ARCO Dakota Square (1520 24th Ave SW).
11. Special Event Permit for Sports on Tap, Inc. dba Sports on Tap (220 S Broadway).
12. Special Event Permit for Whiskey Nine, LLC dba Whiskey Nine (111 West Central Ave).

6.4 GAMING SITE AUTHORIZATION - MSU BEAVER BOOSTERS - Approve the gaming site authorization for the MSU Beaver Boosters to conduct gaming on April 3, 2024, at the Sleep Inn & Suites.

6.5 AUTHORIZE FINAL PAYMENT TO MINOT HOUSING AUTHORITY - Authorize the final payment of \$84,060.00 to Minot Housing Authority for work completed on the Milton Young Towers facility.

6.6 AUTHORIZE FINAL PAYMENT TO DAKOTA COLLEGE AT BOTTINEAU - Authorize the final payment of \$236,340.90 to Dakota College of Bottineau for work completed on the Center for Technical Excellence.

6.7 OVERLAND WEST AIRPORT LEASE - Approve the Rental Car Concession and Lease Agreement with Overland West; and authorize the Mayor to sign the contract.

6.8 MEIER AND COMPANY AIRPORT LEASE - Approve Rental Car Concession and Lease Agreement with Meier & Company; and authorize the Mayor to sign the contract.

6.9 ENTERPRISE RENT A CAR AIRPORT LEASE - Approve the Rental Car Concession and Lease Agreement with Enterprise RAC Company of Montana-Wyoming; and authorize the Mayor to sign the contract.

6.10 SEH CONTRACT FOR TAXIWAY C/C3 RECONSTRUCTION FINAL DESIGN (CITY PROJECT NUMBER #2024500005/AIP 3-38-0037-72-2024) - Direct staff to apply for state and federal funding to assist with the financing and rehabilitation of Taxiway C/C3 project; approve the supplemental letter agreement with Short Elliott Hendrickson Inc. (SEH) to design the rehabilitation of Taxiway C/C3 in form; and upon receipt of federal and/or state funding, authorize the Mayor, Airport Director, and City Attorney to execute grants and the Supplemental Agreement.

6.11 MIDCO EASEMENT ON AIRPORT PROPERTY - Approve the easement and subordination agreement and authorize the Mayor to sign the contracts.

6.12 BIDDING OF ELECTRICAL VAULT REHABILITATION - Approve staff apply for state and federal funding to assist with the financing of the electrical vault rehabilitation; authorize City staff to advertise and solicit bids for the Electrical Vault Rehabilitation project; and upon receipt of federal and/or state funding, authorize the Mayor, Airport Director, and City Attorney to execute grants.

6.13 PURCHASE OF TRANSIT FIXED ROUTE SOFTWARE (4833) - Approve the purchase of Transit Fixed Route Software from TripSpark Technologies to replace RouteMatch and approve the Mayor or Transit Superintendent to sign the necessary agreements.

6.14 WELLS 5 & 6 RAW WATER LINE REPLACEMENT - AWARD OF BID (4758) - Approve the bid in the amount of \$552,699.50 from Steen Construction for the Riverside Park Raw Water Line project; authorize the Mayor to sign the contract; and approve the budget amendment to allocate remaining unspent funds for the construction contract.

6.15 2024 STREET IMPROVEMENT CEMENT STABILIZATION - AWARD OF BID (4802.1) - Award the bid for the 2024 Street Improvement Cement Stabilization to the low bidder, Keller Paving & Landscaping, Inc. in the amount of \$2,409,475.33 and authorize the Mayor to sign the agreement.

6.16 2024 PAVEMENT MARKINGS - AWARD OF BID (4800) - Award the bid for the 2024 Pavement Markings Project to the low bidder, West River Striping Company, in the amount of \$225,728.75 and authorize the Mayor to sign the agreement.

6.17 2024 CONCRETE PAVEMENT REHAB - AWARD OF BID (4807) - Award the bid for 2024 Concrete Pavement Rehab to the low bidder, Keller Paving & Landscaping, Inc., in the amount of \$327,905.75; and authorize the Mayor to sign the Agreement.

6.18 2024 STREET PATCHING - AWARD OF BID (4805) - award the bid for the 2024 Street Patching to the low bidder, Keller Paving & Landscaping, Inc., in the amount of \$557,660.00 and authorize the Mayor to sign the Agreement.

6.19 2024 SIDEWALK, CURB & GUTTER - AWARD OF BID (4806) - Award the bid for the 2024 Sidewalk, Curb & Gutter to the low bidder, Ti-Zack Concrete, LLC, in the amount of \$247,288.78 and authorize the Mayor to sign the agreement.

6.20 2024 STREET IMPROVEMENT MILL & OVERLAY - AWARD OF BID (4802.2) - Award the bid for the 2024 Street Improvement Mill and Overlay to the low bidder, Bechtold Paving, Inc., in the amount of \$2,520,844.25 and authorize the Mayor to sign the agreement.

6.21 FACADE IMPROVEMENT PROGRAM CASE NO. FI-12 (KAMP COLLECTIVE, LLC) - Approve the forgivable loan application FI-12 for Kamp Collective, LLC for a property located at 11 Central Avenue East in an amount not to exceed \$130,554.00, subject to conditions of the program.

Motion seconded by Alderwoman Olson and carried by the following roll call vote: ayes: Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross; nays: none.

ACTION ITEMS

7.1 FIRST READING OF ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION), ARTICLE III (CITY OFFICERS), DIVISION 2 (CITY MANAGER) OF THE CODE OF ORDINANCES, CITY OF MINOT, NORTH DAKOTA – APPROVED

Alderwoman Olson moved the City Council approve first reading of the ordinance.

Motion seconded by Alderman Pitner and carried by the following roll call vote: ayes: Burlingame, Evans, Jantzer, Olson, Pitner, Podrygula, Ross; nays: none.

PERSONAL APPEARANCES

Joan Hubbaker, Amanda Shappell, and Amber Wright all spoke to the council about the article in the Minot Daily News discussing local hotel concerns.

MISCELLANEOUS AND DISCUSSION ITEMS

9.1 HOTEL LICENSING

Lisa Westman from First District Health Unit described the hotel/motel licensing and renewal process. First District does the licensing, along with the complaint-based inspections. Harold Stewart, City Manager, and David Lakefield, Finance Director, talked about the issues the City of Minot has had with lodging taxes. Stephanie Schoenrock from Visit Minot provided her prospective on the issues, such as not every hotel is operating as a true hotel and possibly updating the ordinance on collection of lodging tax.

LIAISON REPORTS

Alderman Pitner, Alderman Burlingame, and Alderwoman Evans had no liaison report. Alderman Jantzer attended the Central Dakota MPO Policy Board meeting, along with Alderwoman Olson. Alderwoman Olson also attended a tour of the CTE Center. Alderman Podrygula attended the Minot Commission on Aging meeting, an Emergency Preparedness meeting, and the Ward County 911 meeting.

ADJOURNMENT

There being no further business, Alderman Pitner moved the City Council meeting be adjourned. Motion seconded by Alderwoman Olson and carried unanimously. Meeting adjourned at 6:49 pm.

For the full March 18, 2024 Regular City Council meeting video, see: [Minot City Council Meeting 3/18/24 \(youtube.com\)](https://www.youtube.com/watch?v=...).

ATTEST: _____
Mikayla McWilliams, City Clerk

APPROVED: _____
Thomas Ross, Mayor



ORDINANCE NO. 5950

AN ORDINANCE AMENDING SECTION 2-48, 2-51, AND 2-53 AND ENACTING SECTION 2-54 OF CHAPTER 2 (ADMINISTRATION), ARTICLE III (CITY OFFICERS), DIVISION 2 (CITY MANAGER), CODE OF ORDINANCES, CITY OF MINOT, NORTH DAKOTA TO REFLECT POLICY AND PRACTICE CHANGES AND CODIFY THE ASSISTANT CITY MANAGER'S GENERAL DUTIES AND RESPONSIBILITIES.

WHEREAS, the City of Minot is a political subdivision lawfully recognized in the state of North Dakota as a home rule city and possessing municipal powers and authority pursuant to its home rule charter and provisions of North Dakota Century Code (NDCC) § 40-05.1, as well as statutory provisions codified in NDCC 40-05-01; and

WHEREAS, the City of Minot has the authority, through its home rule charter, to adopt, amend, and repeal ordinances, resolutions, and regulations to carry out its governmental and proprietary powers and to provide for public health, safety, morals, and welfare, and penalties for a violation thereof; and

WHEREAS, the Minot City Council has transitioned its vacation and sick leave policies to a paid time off policy, and desires to amend city ordinance 2-48 to reflect this transition; and

WHEREAS, the Minot City Council desires to amend city ordinance 2-51 to reflect present practices; and

WHEREAS, the Minot City Council has elected to employ an assistant city manager, and desires to codify the position's general duties and responsibilities in city ordinance by amending city ordinance 2-53, and enacting city ordinance 2-54; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MINOT:

§ 1. That Sec. 2-48, 2-51, and 2-53 of Chapter 2 (Administration), Article III (City Officers), Division 2 (City Manager) of the Code of Ordinances, City of Minot, North Dakota, are hereby amended as follows:

Sec. 2-48. Paid Time Off.

The city manager's paid time off accrual shall be determined by employment contract and at the discretion of the city council.

Sec. 2-51. Notification before leaving the city.

The city manager shall not leave the city for more than forty-eight (48) hours without notifying the mayor or, in the absence of the mayor, the president of the city council or, in the absence of the mayor and president of the city council, the vice-president of the city council.

Sec. 2-53. Duties in case of absence, disability, or vacancy.

- (a) Whenever the position of city manager is vacant, or whenever the city manager is unable to perform his or her duties thereof by reason of absence or disability, the assistant city manager shall perform the duties thereof in an acting capacity.
- (b) If the assistant city manager is unable to perform the duties of city manager pursuant to subsection (a), the line of succession to perform the duties of city manager in an acting capacity shall be as follows: finance director; police chief; fire chief; city engineer.
- (c) As an alternative to subsections (a) or (b), by a majority vote, the city council may direct or designate another individual to perform the duties of city manager in an acting capacity.

§ 2. That Sec. 2-54 of Chapter 2 (Administration), Article III (City Officers), Division 2 (City Manager) of the Code of Ordinances, City of Minot, North Dakota, is hereby enacted as follows:

Secs. 2-54— Assistant City Manager - Generally.

- (a) Generally. The position of assistant city manager is hereby created to assist the city manager in coordinating the operations and proper administration of the affairs of the city. The assistant city manager shall be directly responsible to and under the supervision of the city manager and may be assigned direct supervision of city departments as assigned by the city manager.
- (b) Duties. The assistant city manager shall function as the city manager in the absence of the city manager from the city and/or illness of the city manager. In the event the city manager resigns from office, is removed from office, or dies, the assistant city manager shall act as the city manager until a city manager is formally appointed and assumes the position as city manager, unless the city council directs or designates another individual to perform the duties of city manager in an acting capacity.
- (c) Appointment. The assistant city manager shall be recommended by the city manager and appointed by a majority vote of the city council for an indefinite term to serve at the pleasure of the city council.

Secs. 2-55 — 2-59. Reserved.

§3. This Ordinance shall become effective upon final passage and approval.

PASSED FIRST READING: March 18, 2024

PASSED SECOND READING: April 1, 2024

ATTEST:

APPROVED:

Mikayla McWilliams, City Clerk

Thomas Ross, Mayor

ORDINANCE NO: 5951

**AN ORDINANCE AMENDING THE 2024 ANNUAL BUDGET TO INCREASE THE WATER
PLANT WATER WELL MAINTENANCE EXPENSE FOR THE RIVERSIDE PARK RAW
WATER LINE PROJECT.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MINOT:

§1: Amend the 2024 annual budget to increase the water plant water well maintenance expense for the Riverside Park raw water line project:

14060000-44507		\$600,000
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§2: This ordinance shall be in effect from and after its passage and approval.

PASSED FIRST READING: March 18, 2024

PASSED SECOND READING: April 1, 2024

APPROVED:

ATTEST:

Thomas Ross, Mayor

Mikayla McWilliams, City Clerk



TO: Mayor Tom Ross
Members of the City Council

FROM: Mikayla McWilliams, City Clerk

DATE: April 1, 2024

SUBJECT: ADMINISTRATIVE APPROVALS

I. RECOMMENDED ACTION

It is recommended the City Council ratify the following administratively approved requests:

1. Minot High Football Boosters to conduct a raffle on May 17, 2024 at Erik Jolliffe Residence (2705 Heritage Court).
2. Gymagic Gymnastics to conduct a raffle on April 7, 2024 at Gymagic Gymnastics (5645 18th Ave SE).
3. Minot Prairie Quilt Guild to conduct a raffle on April 6, 2024 at the Grand Hotel (1505 N Broadway).
4. Guns-N-Hoses Charity Game to conduct a raffle on April 13, 2024 at the Maysa Arena (2501 Burdick Exwy W).
5. Minot Out of the Darkness Walk - AFSP to conduct a raffle on August 5, 2024 at Corbett Field (501 13th St SE).
6. Special Event Permit for KP2, Inc. dba the Spot (6 2nd St SE).
7. Special Event Permit for Sports on Tap, Inc. dba Sports on Tap (220 S Broadway).
8. Special Event Permit for Bricks, Inc. dba the Ranger Lounge (1218 S Broadway).
9. Special Event Permit for Der Blaue, LLC. dba the Blue Rider (118 1st Ave SE).
10. Special Event Permit for Duckpond Ventures, LLC dba Saul's (105 1st St SE).

II. DEPARTMENT CONTACT PERSONS

John Klug, Police Chief	857-4715
Mikayla McWilliams, City Clerk	857-4752

III. DESCRIPTION

A. Background

Under the Code of Ordinances, a permit issued pursuant to NDCC 5-02-01.1, to allow an alcoholic beverage sales licensee to operate at premises other than the licensed premises to which the license relates, shall be issued administratively by the city clerk upon the following terms and conditions:

1. The payment by the applicant of a nonrefundable fee of twenty-five dollars (\$25.00).
2. The submission by the applicant, as part of the application required by the city clerk, of a brief narrative explaining:
 - a. The nature of the occasion for the permit (e.g., wedding dance, trade show or promotion, etc.); and

- b. The steps which will be undertaken by the permittee to restrict the sale to, and consumption of, alcoholic beverages by minors at such occasion.
3. The written approval by the chief of police of the issuance of the permit.
4. A permit issued pursuant to this subsection may not be used for the off-sale of alcoholic beverages.

An application for local authorization pertaining to gaming, other than site approval, shall be issued administratively by the city clerk upon the following terms and conditions:

1. The payment by the applicant of a fee [of \$25].
2. The submission by the applicant, as part of the application required by the city clerk, of the following:
 - a. The appropriate form and other information prescribed or recommended by the attorney general; or
 - b. If there is no prescribed or recommended form, then a brief narrative explaining the particulars whereby the applicant should be considered to be qualified under state law for the particular local authorization sought; what the net proceeds will be expended for; and such other information, if any, as the city clerk may reasonably require to assist him in administering this subsection.
3. The written approval by the chief of police of the issuance of the authorization.

Each month, a report shall be provided to the city council concerning the permits allowed and the permits denied under this subsection subsequent to the last prior such report.

IV. IMPACT:

Special Event Permits, Local Permits and Restricted Event Permits are approved administratively each month through the City Clerk's Office. The non-refundable application fee for each permit is \$25 and is deposited into the appropriate general fund revenue accounts.

V. ALTERNATIVES

N/A - the request is to ratify the applications which have been administratively approved.

VI. TIME CONSTRAINTS: N/A

VII. LIST OF ATTACHMENTS: None

Home Department Description: Airport	
Name	Gross Pay
Baier, Jamison T	\$ 5,525.75
Brock, Vanessa M	\$ 5,849.58
Brock, William	\$ 6,523.42
Choi, Alex M	\$ 8,660.41
Clark, Benjamin P	\$ 6,088.97
Davis, Brandon	\$ 7,141.09
Depriest, Isaac	\$ 6,352.43
Dickson, Earnest edward	\$ 7,095.00
Draper, David	\$ 7,819.83
Eckman, Jennifer Kristin	\$ 17,717.37
Hernandez, Joe	\$ 6,138.55
Kaminski, Thomas	\$ 5,567.20
Klein, Craig A	\$ 5,889.94
Long, Jessica	\$ 9,376.61
McCuaig, Tyler	\$ 4,513.63
Moody, Sharon	\$ 6,434.16
Norby, Judy	\$ 5,656.56
Ortiz-Pabon, Nelson	\$ 6,418.84
Porreca, Michael C	\$ 1,682.46
Rafala, Michael	\$ 8,532.65
Romanick, Maria C	\$ 9,851.39
Schriock, Brittany R	\$ 5,927.34
Takashige, Alec N	\$ 8,059.03
Urban, Randy N	\$ 4,707.32
Warbis, Conner Joseph	\$ 2,097.97

Home Department Description: Assessors	
Name	Gross Pay
Druse, Damon	\$ 12,505.72
Kamrowski, Ryan L	\$ 13,919.68
Lovelace, Daniel D	\$ 9,875.89
Maragos, Sheila M	\$ 10,375.42
Nelson, Chelsy	\$ 5,581.84
Schlecht, Dustin J	\$ 10,633.64

Home Department Description: Cemetery	
Name	Gross Pay
Roteliuk, Rondel R	\$ 10,122.57
Sanford, Allison Beth	\$ 6,891.87
Seifert, James R	\$ 6,397.14
Zietz, Cole J	\$ 6,153.27

Home Department Description: City Attorney

Name	Gross Pay
Dickerson, Corbin	\$ 12,003.50
Henjum, Nathaniel	\$ 6,636.43
Horst, Nancy	\$ 8,045.77
Schmitz, Nick	\$ 11,145.83
Stalheim, Stefanie	\$ 16,949.49

Home Department Description: City Manager

Name	Gross Pay
Joyce, Thomas C	\$ 35,050.84
Kleen, Jennifer LeAnn	\$ 9,850.88
Kvigne, T	\$ 7,170.63
McWilliams, Mikayla	\$ 9,147.96
Obenchain, Bryan	\$ 7,532.61
Schraeder, Ann M	\$ 7,108.52
Stewart, Harold Leroy	\$ 23,216.61

Home Department Description: City Shop

Name	Gross Pay
Anderson, Robbie	\$ 6,316.26
Doyle, April S	\$ 5,442.50
Headrick, Jesse	\$ 5,521.96
Hermanson, Brook A	\$ 6,449.35
Horinka, Brian L	\$ 13,161.13
Marsh, Timothy D	\$ 7,593.59
Ortmann, Donald G	\$ 9,071.53
Rivera, Frank R	\$ 6,410.47
Sampson, Jody S	\$ 10,072.01
Smith, Zachary Thomas	\$ 4,493.85
Whetstine, Koby W	\$ 7,067.46

Home Department Description: Dispatch

Name	Gross Pay
Alves, Jeanne E	\$ 8,703.39
Bjertness, Lacie J	\$ 9,373.21
Brown, Justice	\$ 6,264.89
Christie, Sean A	\$ 14,817.12
Evans, Amy	\$ 6,180.68
Haugan, Margaret H	\$ 11,145.83
Lausch, Jacqueline	\$ 8,665.16
Lonis, Ashleigh	\$ 7,090.15
Mindt, Haley Marie	\$ 1,795.29
Monk, Harry	\$ 5,259.60

Name	Gross Pay
Moreno, Christina Rachel	
Newman, Samantha	\$ 7,390.80
Perius, Juana	\$ 9,851.39
Roehm, Brandi	\$ 6,777.39
Schmidt, Lindsey Marie	
Schoen, Molly	
Sorensen, Elizabeth A	\$ 11,837.47
Van Hill, Shanlya M	\$ 9,873.97
Warren, Gabrielle	\$ 668.75

Home Department Description: Engineering	
Name	Gross Pay
Erickson, Aleesha L	\$ 10,048.52
Foley, Taylor	\$ 6,636.43
Hernandez, Gabriel	\$ 6,129.60
Hoffart, Jesse	\$ 10,097.57
Huettl, Emily	\$ 13,342.88
King, Matthew R	\$ 10,097.57
Meyer, Lance E	\$ 18,246.42
Okeson, Coy Lewis	\$ 369.44
Ramos, Nicole	\$ 7,888.30
Romann, Alicia A	\$ 7,507.61
Steckler, Thomas E	\$ 11,145.83
Swartz-Dahl, Sami	\$ 7,145.64
Vorgitch, Julia	\$ 6,650.18

Home Department Description: Finance	
Name	Gross Pay
Burns, Callie S	\$ 9,147.96
Grabow, Randi L	\$ 7,508.10
Lakefield, David	\$ 18,784.06
Molina, Crystal R	\$ 7,105.86
Nerem, Laurisa	\$ 2,005.44
Olson, Jaelee	\$ 3,171.43
Schmidt, Susan	\$ 3,525.76
Shatara, Jenna	\$ 868.68
Shefstad, Brittany J	\$ 8,085.44
Shelkey, Melody L	\$ 10,899.00
Stein, Jeanne	\$ 10,097.57
Van Grinsven, Kristin	\$ 9,376.61
Variste, Jeanny	\$ 6,725.07
Zeece, Holly	\$ 8,085.44
Zelinski, Jenna M	\$ 12,027.89

Home Department Description: Fire - Administration

Name	Gross Pay
Babinchak, Jason A	\$ 12,610.61
Berg, Lorie A	\$ 8,603.23
Brown, Robby	\$ 9,555.87
Hammer, Stuart	\$ 9,400.47
Kronschabel, Kelli	\$ 18,759.06
Seifert, Travis J	\$ 10,244.24
Summers, Dana W	\$ 8,986.17
Weber, Brent A	\$ 12,610.61

Home Department Description: Fire Control

Name	Gross Pay
Aberle, Christopher	\$ 12,961.23
Allen, Scott	\$ 8,408.21
Anderson, Joseph	\$ 7,082.84
Angelo, Jason	\$ 7,981.08
Baker, Griffin Joseph	\$ 5,960.64
Beck, Kyle W	\$ 12,409.56
Bell, Ryan A	\$ 6,586.55
Berntson, Austin	\$ 7,148.27
Blackwood, Robert	\$ 8,631.00
Boechler, Matthew A	\$ 6,607.42
Burgess, Justin T	\$ 11,376.76
Burns, Austin T	\$ 12,898.43
Christen, Tyler P	\$ 7,047.62
Coleman, Alexander	\$ 7,426.79
Croxall, Jeremy M	\$ 9,071.43
Degele, Travis W	\$ 13,011.94
Dockter, James	\$ 8,276.31
Eull, Mitchell	\$ 7,958.30
Fernandez, Jacob S	\$ 6,540.36
Filkins, Jacob E	\$ 9,296.00
Fylling, Jacob	\$ 7,855.79
Garberg, Tully D	\$ 8,951.34
Ghent, Tyler	\$ 6,108.20
Gilliss, Shane	\$ 12,572.71
Givens, Andrew	\$ 6,203.68
Hanselman, Andrew J	\$ 11,439.78
Hanson, Jonathan	\$ 8,084.86
Hanson, Myles	\$ 7,819.60
Hardy, Glen A	\$ 14,521.41
Hayden, Jameson	\$ 6,802.95
Kristiansen, Hans	\$ 15,218.64
Laks, Damon	\$ 7,272.53

Name	Gross Pay
Laskowski, Paul J	\$ 12,591.01
Lentz, Jacob W	\$ 10,263.48
Mathieson, Mark	\$ 8,169.12
Maxwell, Mason W	\$ 13,878.41
Meadows, Casey D	\$ 12,399.45
Meadows, Jaydee	\$ 8,052.36
Meyer, Trent	\$ 5,986.68
Nerem, Jesse	\$ 7,673.55
Newman, Phillip	\$ 7,224.76
Olson, Joshua	\$ 8,052.36
Orr, Jeremiah	\$ 10,027.21
Peterson, Aaron P	\$ 11,963.83
Raymond, Daniel	\$ 10,615.58
Rice, Alec D	\$ 6,417.83
Rohrbach, Robert A	\$ 9,314.66
Ross, Michael T	\$ 7,321.13
Rostberg, Casey	\$ 8,434.76
Safranski, Dustin M	\$ 9,466.29
Schill, Kyle	\$ 7,696.33
Schriock, Kerry W	\$ 13,986.59
Shoemaker, Charles	\$ 8,017.34
Sickles, Chad	\$ 9,282.28
Staples, Kayden	\$ 6,108.20
Tancabel, Andrew	\$ 12,113.83
Taylor, Matthew	\$ 6,116.88
Tougas, Brady W	\$ 7,082.84
Urban, Augustus	\$ 9,113.85
Walhood, Bradley	\$ 9,897.01
Walter, Devin M	\$ 11,507.40
West, Jason	\$ 10,262.88
Zabka, Aaron	\$ 7,855.79

Home Department Description: Human Resources

Name	Gross Pay
Jundt, Lisa R	\$ 15,363.18
Porterfield, Monica L	\$ 9,172.96
Scott, Courtney K	\$ 7,350.02
Thurston, Brittany	\$ 9,401.61

Home Department Description: IT

Name	Gross Pay
Albertson, Alec	\$ 9,239.57
Herslip, Jacob	\$ 6,265.80
Knudsvig, Miles	\$ 7,913.46
McKibben, Jason S	\$ 13,298.97

Name	Gross Pay
Podolski, Tyler	\$ 6,064.19
Ulrickson, Paul M	\$ 12,975.84

Home Department Description: Inspections	
Name	Gross Pay
Bischof, Duran	\$ 8,770.14
Degroot, Gage	\$ 11,091.29
Dodge, Cindy J	\$ 1,327.70
Falkinburg, Delores D	\$ 7,324.21
Hancock, Thomas	\$ 2,871.00
Kilichowski, Owen J	\$ 8,970.04
Kimball, Michelle L	\$ 7,888.91
Murphy, Michael J	\$ 10,350.42
Sickler, Laurie A	\$ 7,324.21
Tillema, Luke	\$ 13,580.19
Walker, Richard E	\$ 10,350.42

Home Department Description: Landfill	
Name	Gross Pay
Akin, Dwayne S	\$ 5,586.48
Anderson, Melissa Ann	\$ 4,557.66
Boucher, Robbie R	\$ 6,398.43
Bullard-Wolf, Christina	\$ 7,096.59
Bullard-Wolf, Travis D	\$ 6,887.23
Curelo, Steven	\$ 6,316.27
Foster, Krystle A	\$ 4,812.46
Hammer, Lorne R	\$ 7,508.85
Helgeson, David	\$ 8,037.19
Reimche, Tyler J	\$ 8,212.15
Shefstad, Allen	\$ 8,926.78
Zuck, Darren S	\$ 7,512.27

Home Department Description: Library	
Name	Gross Pay
Aberle, Craig S	\$ 5,282.14
Anderson, Brandon	\$ 921.71
Bercier, Georgianna	\$ 1,874.56
Brown, Leah M	\$ 1,887.98
Carswell, Pamela E	\$ 7,484.59
Fagerland, Benjamin	\$ 1,277.74
Hensley, Holly	\$ 4,717.77
Huseth, Valerie	\$ 5,346.25
Julson, Marcia G	\$ 6,689.39
Kranz, Martina Louise	\$ 1,339.53
Lien, Kathryn	\$ 4,564.54

Name	Gross Pay
Miller, Emily	\$ 49.64
Monley, Randi D	\$ 6,794.71
Moya, Zhaina	\$ 10,673.98
Ostlund, Emily	\$ 6,334.78
Pecoraro, Betty	\$ 2,680.14
Pikka, Joshua	\$ 8,696.68
Possen, Lacey A	\$ 6,021.92
Schneibel, Veronica	\$ 6,352.80
Timothy, Scott D	\$ 8,424.96
Wheeler, Mary P	\$ 8,097.65
Williams, David J	\$ 1,999.04
Williams, Jillian	\$ 1,944.17
Wolf, Julie M	\$ 5,320.69
Ziegler, Kassandra M	\$ 5,203.41

Home Department Description: Municipal Court	
Name	Gross Pay
Beall, Ashley	\$ 6,927.24
Dodge, Cindy J	\$ 1,583.65
Nishek, Laurie	\$ 7,695.82
Tallman, Nicole	\$ 6,421.72
Terry, Faron	\$ 600.00
Tinkle, Staci	\$ 3,190.94

Home Department Description: National Disaster Recover	
Name	Gross Pay
Barrette, Anthony	\$ 6,802.95
Plank, Christopher J	\$ 8,707.00

Home Department Description: Planning	
Name	Gross Pay
Billingsley, Brian	\$ 16,538.16
Diedrichsen, Douglas Craig	\$ 12,303.04
Falconer, Daniel	\$ 7,010.12
Hornberger, Hannah L.	\$ 5,631.13
Rosenthal, Jonathan	\$ 15,252.87
Zietz, Marjorie	\$ 8,045.78

Home Department Description: Police - Administration	
Name	Gross Pay
Bachmeier, Kendra	\$ 4,375.55
Chapman, David J	\$ 12,610.61
Church, Jenna J	\$ 4,814.43
Foley, Jared S	\$ 12,261.60

Name	Gross Pay
Gessner, Cheryl K	\$ 8,781.85
Guthrie, Trisha K	\$ 6,462.81
Haug, Shane M	\$ 12,925.84
Klug, John M	\$ 16,538.16
Kolnes, Kimberly	\$ 4,844.07
McLeod, Matthew T	\$ 12,610.61
Olson, Ashley	\$ 6,516.47
Roberts, Christine L	\$ 7,348.80
Sandusky, Caisee M	\$ 11,071.02
Schmidt, Denise	\$ 1,445.60
Shaw, Jarred	\$ 9,621.83
Stanfield, Carrie A	\$ 8,794.60
Sumlin, Robbie M	\$ 10,980.78
Sundbakken, Jason J	\$ 14,624.40
Watne, Mitchell R	\$ 7,465.78
Williams, Brian	\$ 12,260.55

Home Department Description: Police - Investigations

Name	Gross Pay
Asham, Carmen L	\$ 11,757.10
Bonney, Erin L	\$ 5,977.45
Casarez, Andres	\$ 11,293.03
Denovio, William	\$ 8,670.31
Dyke, Darren M	\$ 12,925.84
Eisenzimmer, Cameon	\$ 6,791.64
Guerton, Kristin	\$ 9,692.82
Hanks, Elijah	\$ 10,356.93
Heringer, Rebecca	\$ 7,005.67
Johnson, Charles S	\$ 12,293.02
Johnson, Greg W	\$ 11,574.27
Lentz, Stephanie M	\$ 10,665.12
Miller, Gannon E	\$ 10,345.73
Plessas, Dale J	\$ 14,267.76
Roach, Andrew	\$ 12,964.68

Home Department Description: Police - Patrol

Name	Gross Pay
Adelman, Shane	\$ 10,064.16
Andrade, Memorie	\$ 10,211.98
Asham, Carmen L	\$ 11,757.10
Bach, Kolbe M	\$ 9,409.48
Bambenek, Jason L	\$ 10,959.67
Bartlett, Alec	
Batteiger, Daniel W	\$ 9,408.79
Becker, Krysta	\$ 10,893.66

Name	Gross Pay
Berentson, Taylor	\$ 7,467.77
Black, Winston	\$ 3,049.38
Boswell, Jordan	\$ 7,188.32
Boyungs JR, Craig	\$ 7,217.72
Burghardt, Thomas	\$ 7,778.88
Burns, Paul C	\$ 11,605.38
Burtch, Tyler R	\$ 7,848.32
Carter, Ronald	\$ 10,959.02
Casarez, Andres	\$ 11,293.03
Connole, Michael W	\$ 9,942.58
Denovio, William	\$ 8,670.31
Evans, Amy	\$ 6,180.68
Gladback, Belinda	\$ 9,763.32
Gonzales, Daniel	\$ 6,463.99
Hall, Cullen	\$ 6,641.20
Harrington, Alexander D	\$ 8,131.78
Hathaway, Eric	\$ 7,108.11
Haug, Shane M	\$ 12,925.84
Hess, Andrew M	\$ 7,454.86
Hugg, Anthony	\$ 9,309.09
Jensen, Taylor A	\$ 13,767.24
Kiss, Sarah	\$ 6,963.19
Knutson, Zachary W	\$ 7,906.89
Labodda, Seth	\$ 8,549.37
Lakoduk, Ross Allen Macklin	\$ 10,579.24
Lovro, Mary Sanford	\$ 3,426.59
McLeod, Matthew T	\$ 12,610.61
Mehlhoff, Andrew K	
Miller, Cody	\$ 8,689.90
Miller, Gannon E	\$ 10,345.73
Myers, Zackery Colin	\$ 10,354.39
Noyes, Joshua D	\$ 12,421.80
Olson, Jacob	\$ 11,756.68
Pfeiffer, Peggy	\$ 7,112.76
Pollman, Dana	\$ 11,004.16
Presley, Jessica L	\$ 8,204.05
Reis, Shawn	\$ 10,021.83
Roach, Andrew	\$ 12,964.68
Roberts, Bobby R	\$ 7,368.88
Ruelle, Tyler J	\$ 12,260.21
Schoenrock, Stephen J	\$ 11,552.58
Shaide, Kristian	\$ 10,460.38
Shaw, Jarred	\$ 9,621.83
Somerville, Amanda M	\$ 8,694.40
Squyres, Heidi	\$ 4,272.20

Name	Gross Pay
Stanfield, Carrie A	\$ 8,794.60
Stebbleton, Tatum	\$ 6,665.18
Strandemo, Cole A	\$ 13,647.31
Suarez, Jonathan	\$ 7,315.45
Sullivan, Christian	\$ 8,291.40
Sumlin, Robbie M	\$ 10,980.78
Sundheim, Justin C	\$ 14,624.40
Washington, Anthony L	\$ 10,836.94
Watne, Mitchell R	\$ 7,465.78
Wegner, Shawn P	\$ 13,161.13
Wheeler, Daniel B	\$ 11,980.55
Wilkes, Jordan R	\$ 7,837.76
Williams, Brian	\$ 12,260.55

Home Department Description: Property Maintenance

Name	Gross Pay
Coughlin, Brent	\$ 3,619.20
Eichstadt, Jacob	\$ 6,950.52
Espe, Scott A	\$ 5,370.12
Frazier, Eric	\$ 7,292.79
Heizelman, Grant L	\$ 9,582.30
Knatterud, Dena M	\$ 5,601.50
Lee, Rebecca	\$ 4,457.30
Randash, Shawn A	
Rice, Alec D	\$ 6,417.83
Sickler, Kevin	\$ 13,161.13
Smith, Samuel Allen	\$ 1,546.83
West, Samantha M	\$ 3,458.60

Home Department Description: Public Works - Administra

Name	Gross Pay
Cofell, Benjamin H	\$ 11,710.17
Cuypers, Anthony J	\$ 6,014.65
Hoyt, Kari L	\$ 8,287.09
Jensen, Debra	\$ 5,183.66
Meyer, Veronica M	\$ 12,925.84
Schettler, Tristan	\$ 7,888.30
Sorenson, Jason S	\$ 17,421.78

Home Department Description: Sanitation

Name	Gross Pay
Arriola, Joseph E	\$ 7,612.61
Hamel, Scott	\$ 4,186.77
Hammer, Reid	\$ 7,006.97
Ingold, Douglas A	\$ 7,037.16

Name	Gross Pay
Kraft, Joshua B	\$ 3,534.28
Lakoduk, Daltyn J	\$ 7,407.07
Marten, Harold L	\$ 6,645.09
Oange, Zephaniah N	\$ 7,063.59
Reynolds, Nicholas R	\$ 9,151.87
Shurtleff, Michael J	\$ 5,885.71
Simonson, Christopher A	\$ 7,334.08

Home Department Description: Sewer Pumping	
Name	Gross Pay
Allen, Bryce J	\$ 5,363.09
Brevik, Dax	\$ 7,159.85
Cimino, Robert Paul	\$ 6,479.50
Keller, Eric J	\$ 10,127.25
Kuglin, Troy D	\$ 7,769.83
LaValley, Christopher	\$ 5,176.13
Marmon, Shannon L	\$ 8,574.27
Olstad, Karlain L	\$ 5,313.97
Sloboden, Timothy J	\$ 8,932.06

Home Department Description: Storm-Sewer	
Name	Gross Pay
Espe, Mark W	\$ 9,820.39
Heizelman, Dean A	\$ 6,301.59
Herslip, Christopher C	\$ 6,539.73
Hogencamp, Matthew	\$ 5,038.52
Iglesias, Adrian	\$ 7,856.27
Johnson, Colby	\$ 5,013.36
Kueffler, Alexander	\$ 5,038.52

Home Department Description: Street Department	
Name	Gross Pay
Braaten, Kevin A	\$ 12,925.84
Choquette, Marc F	\$ 8,907.69
Ciccarelli, Robert S	\$ 6,458.32
Edwards, Nicholas S	\$ 6,166.00
Foster, Jacob	\$ 9,386.99
Fredericksen, Brandon L	\$ 7,890.54
Grant, Zachary L	\$ 11,100.99
Gruse, Richard	\$ 4,582.76
Harvey, Dale A	\$ 8,924.23
Heizelman, Dean A	\$ 6,301.59
Herslip, Christopher C	\$ 6,539.73
Herzog, Rodney	\$ 5,733.24
Huntzinger, Brian D	\$ 8,064.95

Name	Gross Pay
Lower, Robert	\$ 6,820.64
MacKay, Brooke	\$ 5,295.86
Monk, Harry	\$ 5,259.60
Monley, Lucus	\$ 7,308.93
Neuhalfen, Scott J	\$ 6,189.72
Oberdick, Wilfred	\$ 6,781.00
Oswalt, Matthew	\$ 6,260.04
Patterson Jr., Rex	\$ 4,955.91
Reynolds, Nicholas R	\$ 9,151.87
Sanchez, David L	\$ 6,358.38
Scofield, Garrett D	\$ 9,558.06
Skinner, Lehmann	\$ 7,453.36
Torres, Diego Enrique	\$ 5,000.06
Vind, Roger T	\$ 9,265.32
Wood, Justin G	\$ 7,823.41

Home Department Description: Traffic

Name	Gross Pay
Behrens, Jeffrey W	\$ 9,105.15
Bieger, Michael	\$ 5,198.70
Degenstein, Joseph	\$ 6,835.82
Derr, Nathan P	\$ 6,635.58
Joersz, Stephen	\$ 13,643.19
Rodman, David F	\$ 10,122.04
Sanchez, David L	\$ 6,358.38
Steen, Jeffery	\$ 3,410.00

Home Department Description: Transit/Bus

Name	Gross Pay
Billings, Angelique M	\$ 2,229.73
Billings, Douglas E	\$ 5,466.45
Cooper, Dean	\$ 2,583.10
Cutaiar, Joseph	\$ 8,861.03
Hochsprung, Kory	\$ 6,489.52
Newbury, Tina M	\$ 6,366.76
Robinson, Nicole	\$ 4,972.93
Schalesky, Marty	\$ 5,205.74
Shekleton, Michael	\$ 6,343.09
Sigurdson, Debbie	\$ 7,122.00
Tinkle, Staci	\$ 3,190.94

Home Department Description: Utility Billing

Name	Gross Pay
Duchscherer, Haili	\$ 6,414.26
Dutenhafer, Miranda S	\$ 8,000.40

Name	Gross Pay
Grilley, Jamie N	\$ 4,972.00

Home Department Description: Water Distribution

Name	Gross Pay
Bell, Ryan A	\$ 6,586.55
Bergrude, Carson	\$ 5,113.68
Brandt, Kelly G	\$ 9,205.50
Burckhard, Terry	\$ 4,909.70
Burnley, Cory	\$ 4,874.08
Christianson, Kurt A	\$ 8,041.61
Finken, Chad G	\$ 8,893.06
Gable, Joseph shane	\$ 485.28
Hudson, Kasey L	\$ 8,075.83
Kelly, Kevin J	\$ 8,948.45
Knoop, Scot M	\$ 7,763.45
Lockyer, Cody M	\$ 6,725.45
Opperde, Darin B	\$ 5,629.41
Randash, Brian K	\$ 9,148.62
Reisenauer, Rick	\$ 6,474.74
Reynolds, John E	\$ 11,424.53
Rieke, Dustin B	\$ 8,756.69
Robinson, Derek	\$ 8,111.10
Schnase, Cyndi J	\$ 6,793.09
Sloboden, Jacob	\$ 5,659.48
Westergaard, Steve B	\$ 9,633.61
Wiggins, Kaitlynn	\$ 4,580.71

Home Department Description: Water Treatment Plant

Name	Gross Pay
Andrysiak, Richard J	\$ 7,175.24
Dinsmoore, Marissa R	\$ 5,344.36
Fjeld, Debra A	\$ 1,595.01
Haider, Mark A	\$ 9,107.00
Hall, Steven M	\$ 2,391.66
Herd, Peter J	\$ 5,606.94
Kittelson, Collin	\$ 6,619.94
Kopp, Timothy J	\$ 7,772.98
Lopez, Ryan	\$ 6,070.74
O'Keefe, Kevin	\$ 7,208.77
Paddock, Mark A	\$ 12,636.63
Parton, Janet L	\$ 7,963.94
Pederson, Robert A	\$ 8,188.03
Plesuk, Sara Dawn	\$ 5,029.90
Racine, Riley	\$ 1,535.65
Reimche, Keith R	\$ 8,453.11

Name	Gross Pay
Rensland, Brandon T	\$ 8,369.15
Seifert, Justin R	\$ 9,895.88
Sims, Aaron	\$ 1,597.50
Solberg, Stuart	\$ 732.88
Walker, James Alonso	\$ 5,865.41
Grand Totals	
Total	\$ 3,917,251.86

Monthly Bills Paid

Check Date	Check Run	Check Number	Vendor Name	Payee Name	Comment	Check Amount	Void Amount
02/29/2024	FSA0224	100005289	WEX HEALTH, INC		February 2024 Discovery Benefi	\$130.06	\$0.00
	FSA0224	100005290	WEX HEALTH, INC		February 2024 Discovery Benefi	\$4,526.06	\$0.00
	FSA0224	100005291	WEX HEALTH, INC		February 2024 Discovery Benefi	\$99.98	\$0.00
	FSA0224	100005292	WEX HEALTH, INC		February 2024 Discovery Benefi	\$492.92	\$0.00
	FSA0224	100005293	WEX HEALTH, INC		February 2024 Discovery Benefi	\$25.00	\$0.00
	FSA0224	100005294	WEX HEALTH, INC		February 2024 Discovery Benefi	\$207.69	\$0.00
	FSA0224	100005295	WEX HEALTH, INC		February 2024 Discovery Benefi	\$737.20	\$0.00
	FSA0224	100005296	WEX HEALTH, INC		February 2024 Discovery Benefi	\$444.44	\$0.00
	FSA0224	100005297	WEX HEALTH, INC		February 2024 Discovery Benefi	\$16.79	\$0.00
	FSA0224	100005298	WEX HEALTH, INC		February 2024 Discovery Benefi	\$109.62	\$0.00
	FSA0224	100005299	WEX HEALTH, INC		February 2024 Discovery Benefi	\$434.04	\$0.00
	FSA0224	100005300	WEX HEALTH, INC		February 2024 Discovery Benefi	\$65.63	\$0.00
	FSA0224	100005301	WEX HEALTH, INC		February 2024 Discovery Benefi	\$503.36	\$0.00
	FSA0224	100005302	WEX HEALTH, INC		February 2024 Discovery Benefi	\$78.70	\$0.00
	FSA0224	100005303	WEX HEALTH, INC		February 2024 Discovery Benefi	\$566.55	\$0.00
	FSA0224	100005304	WEX HEALTH, INC		February 2024 Discovery Benefi	\$8.81	\$0.00
	FSA0224	100005305	WEX HEALTH, INC		February 2024 Discovery Benefi	\$31.85	\$0.00
	FSA0224	100005306	WEX HEALTH, INC		February 2024 Discovery Benefi	\$127.85	\$0.00
	FSA0224	100005307	WEX HEALTH, INC		February 2024 Discovery Benefi	\$669.67	\$0.00
	FSA0224	100005308	WEX HEALTH, INC		February 2024 Discovery Benefi	\$538.19	\$0.00
	FSA0224	100005309	WEX HEALTH, INC		February 2024 Discovery Benefi	\$48.94	\$0.00
	FSA0224	100005310	WEX HEALTH, INC		February 2024 Discovery Benefi	\$392.37	\$0.00
	FSA0224	100005311	WEX HEALTH, INC		February 2024 Discovery Benefi	\$822.46	\$0.00
	FSA0224	100005312	WEX HEALTH, INC		February 2024 Discovery Benefi	\$9.58	\$0.00
	FSA0224	100005313	WEX HEALTH, INC		February 2024 Discovery Benefi	\$83.00	\$0.00
	FSA0224	100005314	WEX HEALTH, INC		February 2024 Discovery Benefi	\$133.74	\$0.00
03/01/2024	JV030124	299834	1 CALL SEPTIC SERVICES. INC		Pump Septic Tanks Scale & Tran	\$405.00	\$0.00
	JV030124	299835	ACKERMAN ESTVOLD		2024 EDISON SRTS EASEMENT	\$2,951.04	\$0.00
	JV030124	299836	ACME TOOLS		ACOU 001; CABIN FILTER	\$936.91	\$0.00
	JV030124	299837	ADVANCED BUSINESS METHODS		2023-2028 COPIER AGREEMENT	\$1,247.45	\$0.00
	JV030124	299838	AIRSIDE SOLUTIONS		ADB sign power supplies	\$729.80	\$0.00
	JV030124	299839	ALL AMERICAN TROPHIES		9x12 Plaque - Cameon Eisenzimm	\$36.00	\$0.00
	JV030124	299840	AMANO MCGANN, INC.		FTDI patch Cable	\$250.93	\$0.00
	JV030124	299841	AMERICAN PUBLIC WORKS ASSN.		2024 APWA Memberships	\$3,381.00	\$0.00
	JV030124	299842	APH/AUTO VALUE		TUBE	\$10.99	\$0.00
	JV030124	299844	ASSINIBOINE RIVER BASIN INITIATIVE		ARBI INITIATIVE 2024	\$250.00	\$0.00
	JV030124	299845	ATSI		CONFERENC Yearly calibration of PCMT 800	\$749.61	\$0.00
	JV030124	299846	AXON ENTERPRISE, INC.		Axon Interview Room component	\$166,739.54	\$0.00
	JV030124	299847	BALCO UNIFORM COMPANY. INC.		Return on Order 75480- Wrong S	\$632.00	\$0.00
	JV030124	299848	BOOK SYSTEMS, INC.		Atrium Software	\$1,720.00	\$0.00
	JV030124	299849	BROWN, DEREK		concrete curb and gutter	\$1,595.00	\$0.00
	JV030124	299850	BUTLER MACHINERY CO.		REPLACE LEAKING HOSES	\$1,878.07	\$0.00
	JV030124	299851	C & C TREE AND SNOW LLC.		NUISANCE ABATEMENT	\$500.00	\$0.00
	JV030124	299852	CDM SMITH		CDM SMITH CONTRACT - NDR	\$71,602.25	\$0.00
	JV030124	299853	CENTRAL TRENCHING, INC.		COMMERCIAL HYDRAULIC PUMP CLOC	\$163.60	\$0.00
	JV030124	299926	CITY OF MINOT		Nickoa Shelkey Restitution MI-	\$170.00	\$0.00
	JV030124	299854	CIVICPLUS		Municode Yearly Subscription	\$6,257.20	\$0.00
	JV030124	299855	CPS, LTD		4241.1 - CELL 7 DESIGN & STORM	\$9,658.75	\$0.00
	JV030124	299856	DACOTAH PAPER CO.		2024 Paper Supplies	\$9,131.01	\$0.00
	JV030124	299857	DAKOTA FLUID POWER. INC.		TWIN PIPE CLAMP	\$316.91	\$0.00
	JV030124	299858	DECOMM VENTURES, LP		MOT TASK ORDER #2 - AIR	\$3,275.00	\$0.00
	JV030124	299859	DON BESSETTE MOTORS		SERVIC DOOR CLIPS	\$9.50	\$0.00
	JV030124	299860	DR. ANTHONY TATMAN		Critical Hire	\$75.00	\$0.00

JV030124	299861	EAPC		BROADWAY CIRCLE - EAPC	\$3,497.13	\$0.00
JV030124	299862	EBSCO		Discounted amount on inv 17251	\$2,957.23	\$0.00
JV030124	299863	EMPLOYEE ONE TIME PAY	BRIAN HORINKA	FTA TRIENNIAL TRAINING- PER DI	\$347.21	\$0.00
JV030124	299864	EMPLOYEE ONE TIME PAY	Chris Plank	CDBG- HUD Code Conference	\$335.23	\$0.00
JV030124	299865	EMPLOYEE ONE TIME PAY	Dakota Urban	Lost Badge Returned for partia	\$20.00	\$0.00
JV030124	299866	EMPLOYEE ONE TIME PAY	Gage Baldt	Lost badge returned	\$25.00	\$0.00
JV030124	299867	EMPLOYEE ONE TIME PAY	Kyle Schill	Line of Duty Death training pu	\$118.00	\$0.00
JV030124	299868	EMPLOYEE ONE TIME PAY	Taylor Foley	Conference	\$165.20	\$0.00
EM030124	100005198	EMPOWER TRUST COMPANY. LLC		Empower Retirement 03/01/2024	\$40,213.35	\$0.00
JV030124	299869	ENERBASE		Fuel 9.334	\$47,758.72	\$0.00
JV030124	299870	ETC INSTITUTE		2023 Community Survey	\$4,000.00	\$0.00
JV030124	299871	FACTORY MOTOR PARTS		001; AIR FILTER 6891/88891/P53	\$394.00	\$0.00
JV030124	299873	FIRE EQUIPMENT CO.		ANNUAL FIRE EXTINGUISHER	\$1,032.50	\$0.00
JV030124	299874	FIRST INTERNATIONAL BANK & TRUST		INSPE Fire Union Due's	\$759.00	\$0.00
JV030124	299875	FLIGHT LIGHT INC.		frangible coupling risers fran	\$973.60	\$0.00
JV030124	299876	GALLS, LLC		shirts for ACO / PCO	\$623.11	\$0.00
JV030124	299877	GENERAL ONE TIME PAY	BCBS	Sharla Cordova Restitution MI-	\$25.00	\$0.00
JV030124	299878	GENERAL ONE TIME PAY	Cashwise	Toney Winston Restitution MI-2	\$48.96	\$0.00
JV030124	299879	GENERAL ONE TIME PAY	City of Minot	Riel Allery Restitution MI-202	\$50.00	\$0.00
JV030124	299880	GENERAL ONE TIME PAY	City of Minot	Ashley Borstad Restitution MI-	\$75.00	\$0.00
JV030124	299881	GENERAL ONE TIME PAY	Cody Ceynar	Cheyenne Swain Restitution MI-	\$5.00	\$0.00
JV030124	299882	GENERAL ONE TIME PAY	Jane Ellis	Cheyenne Swain Restitution MI-	\$5.00	\$0.00
JV030124	299883	GENERAL ONE TIME PAY	Joeleon Holdings	Friling Hadley Restitution MI-	\$15.00	\$0.00
JV030124	299884	GENERAL ONE TIME PAY	Katelynn Bowen	Bryan Steier Restitution MI-20	\$25.00	\$0.00
JV030124	299885	GENERAL ONE TIME PAY	Lewis & Clark Elementary School	Payton White Owl Restitution M	\$25.00	\$0.00
JV030124	299886	GENERAL ONE TIME PAY	Loaf n Jug	Lyle Kicker Restitution MI-202	\$1.99	\$0.00
JV030124	299887	GENERAL ONE TIME PAY	Motor Vehicle Division	Certi copies of MT abstract Em	\$13.39	\$0.00
JV030124	299888	GENERAL ONE TIME PAY	North Dakota Child Support	Philip Lenoir Restitution MI-2	\$50.00	\$0.00
JV030124	299889	GENERAL ONE TIME PAY	North Dakota Child Support	Ryan J. Prater Restitution MI-	\$100.00	\$0.00
JV030124	299890	GENERAL ONE TIME PAY	Penni Cecile King	Michael Drohan Restitution MI-	\$2,247.30	\$0.00
JV030124	299891	GENERAL ONE TIME PAY	Rodney Neuhalphen	Justin Hoiland Restitution MI-	\$50.00	\$0.00
JV030124	299892	GENERAL ONE TIME PAY	Safari Fuels	Preston McGrillis Restitution	\$4.29	\$0.00
JV030124	299893	GENERAL ONE TIME PAY	Schawyn Reinisch	Marissa Ruby Restitution MI-20	\$320.35	\$0.00
JV030124	299894	GENERAL ONE TIME PAY	TeamCare	Debra Kotasek Restitution MI-2	\$598.44	\$0.00
JV030124	299895	GENERAL TRADING		011; SAFETY ORANGE PAINT	\$172.34	\$0.00
JV030124	299896	GERDAU RECYCLING		STEEL; STEEL AS NEEDED	\$453.42	\$0.00
JV030124	299897	GRANITE SPRINGS CO.		Drinking water	\$88.00	\$0.00
JV030124	299898	GREAT PLAINS		Align JHBS coupler	\$1,160.20	\$0.00
JV030124	299899	TECHNICAL SERVICES GROSCH ELECTRIC INC		Installed wiring for liquid ch	\$3,095.36	\$0.00
JV030124	299900	HACH		Assy pack Chemkey Nitrite	\$67.89	\$0.00
JV030124	299901	HAWKINS, INC.		fluoride	\$8,943.70	\$0.00
JV030124	299902	HIGH POINT NETWORKS, LLC		Wireless Access Points - 2	\$1,430.00	\$0.00

JV030124	299903	HOMESTEADERS		Lunch for snow academy	\$295.63	\$0.00
JV030124	299904	RESTAURANT HOUSTON		3673A - 16TH STREET SW FLOOD	\$104,970.39	\$0.00
JV030124	299905	ENGINEERING. INC. HP, INC.		C 4 Computers	\$6,124.00	\$0.00
JV030124	299906	HYLAND SOFTWARE, INC.		4423 - CITYWIDE ASSET MANAGEMN	\$15,528.87	\$0.00
JV030124	299907	IFM EFECTOR, INC.		002; INCLINATION/TIPPER SENSOR	\$188.18	\$0.00
JV030124	299908	INTERNATIONAL CITY MANAGEMENT		City manager pension	\$631.40	\$0.00
JV030124	299909	ASSOCIATION DET INTERSTATE BATTERY SYSTEM		010; BATTERIES-FLASHLIGHT AA	\$8.34	\$0.00
JV030124	299910	JLG ARCHITECTS		JLG ARCHITECTS - NDR	\$245.00	\$0.00
JV030124	299911	KALIX		Document Shredding - City Hall	\$108.04	\$0.00
JV030124	299912	LANGUAGE LINE SERVICES		Language interpretation servic	\$35.48	\$0.00
JV030124	299920	LAVERNE MIKKELSON		LAGOON CASH FARM LEASE W/ LAVE	\$5,000.00	\$0.00
JV030124	299913	M-B COMPANIES, INC		Purchasing Unit 327/328 broom	\$4,698.66	\$0.00
JV030124	299914	MAD DOG		132.45 Tons Salt	\$13,362.88	\$0.00
JV030124	299915	BROKERAGE INC. MAIN ELECTRIC		Megger Testing for Pumphouses.	\$5,114.17	\$0.00
JV030124	299916	CONSTRUCTION MARCO, INC.		Marco Copier Maintenance INV 1	\$192.50	\$0.00
JV030124	299917	MASIMO AMERICAS, INC.		Pulse Oximeters for Units #238	\$1,060.13	\$0.00
JV030124	299927	MELANIE MOORE		Building grounds worker entry	\$100.00	\$0.00
JV030124	299918	MENARDS		017; GRAY PRIMER	\$59.88	\$0.00
JV030124	299919	MIDWEST TAPE		Children's DVDs	\$26.23	\$0.00
JV030124	299921	MILLER LAW OFFICE, P.C.		Tracy Ehke Court App Att Fee	\$1,575.00	\$0.00
JV030124	299922	MINOT AREA SAFETY ASSOCIATION		Minot Area Safety Association	\$200.00	\$0.00
JV030124	299923	MINOT AUTO		SEAL; SEAL AXLE CARQUEST SEAL	\$488.35	\$0.00
JV030124	299924	MINOT EMPLOYEE DONATIONS		Minot Employee Donations	\$857.92	\$0.00
JV030124	299925	MINOT PARK DISTRICT		State aid paid to park	\$75,415.88	\$0.00
JV030124	299928	NAPA AUTO PARTS		FILTER-AIR; AIR FILTER	\$6,318.44	\$0.00
JV030124	299929	ND CLERKS ASSOCIATION		2024 ND Clerk's Association Fe	\$100.00	\$0.00
JV030124	299930	ND DEPT OF WATER RESOURCES		3210.07 - NAWS 7-1B MINOT WATE	\$107,780.04	\$0.00
JV030124	299931	NDDEQ		Fluoride Testing	\$18.54	\$0.00
JV030124	299932	NEW VISION SECURITY, LLC		FIRE ALARM MOITORNING	\$2,020.00	\$0.00
JV030124	299933	NEWMAN TRAFFIC SIGNS		Post 10' x 2" - Telespar - Sig	\$1,806.31	\$0.00
JV030124	299934	NORTHWEST TIRE AND RETREAD		TIRE; REPAIR TIRE	\$3,411.21	\$0.00
JV030124	299935	O'REILLY AUTO PARTS		CLEANER; BRAKE CLEAN	\$32.28	\$0.00
JV030124	299936	OVERHEAD DOOR CO. OF MINOT		Repair Over head door	\$1,495.30	\$0.00
JV030124	299872	PARKLAND USA CORPORATION		008; WASHER FLUID	\$133.24	\$0.00
JV030124	299937	PBBS EQUIPMENT CORP		GASKET; TADPOLE GASKET 2"	\$126.18	\$0.00
JV030124	299843	PEC SOLUTIONS LLC		Genetic system issue (other po	\$387.09	\$0.00
JV030124	299962	PHIL SCHULTZ		JANUARY & FEBRUARY BOOKKEEPING	\$468.00	\$0.00
JV030124	299938	PRAIRIE SUPPLY		--; SHOP SUPPLIES	\$256.35	\$0.00
JV030124	299939	PREFERRED CONTROLS CORP		Liquid TSP Pump set up	\$2,102.50	\$0.00
JV030124	299940	PRINGLE & HERIGSTAD. P.C.		Justin Zayas Crt App Att Fee M	\$990.00	\$0.00
JV030124	299941	PRIORITY DISPATCH		Additional ProQA License for N	\$6,075.00	\$0.00
JV030124	299942	PROCOLLECT		PROCOLLECT	\$1,185.29	\$0.00
JV030124	299943	PROVIDENT LIFE & ACC INS CO		FEBRUARY 2024 PREMIUM	\$363.08	\$0.00
JV030124	299944	RDO EQUIPMENT		Excavator Rental	\$9,888.00	\$0.00
JV030124	299945	REFUND ONE TIME PAY	BABICH, ANDREW	UB 96212 1121 27TH	\$7.65	\$0.00

	JV030124	299946	REFUND ONE TIME PAY	BLOCKER, CHARLES	UB 17594 1015 5TH	\$12.21	\$0.00
	JV030124	299947	REFUND ONE TIME PAY	CREATIVE PROPERTY	UB 82018 1308 28TH	\$54.65	\$0.00
	JV030124	299948	REFUND ONE TIME PAY	DIBRA INV & HOLDINGS LLC	UB 21790 1715 BROADWAY	\$37.80	\$0.00
	JV030124	299949	REFUND ONE TIME PAY	KNIGHT, SHELLY	UB 20292 904 8TH	\$70.00	\$0.00
	JV030124	299950	REFUND ONE TIME PAY	LABOY, CHARLES	UB 14562 1120 ROBERT	\$798.71	\$0.00
	JV030124	299951	REFUND ONE TIME PAY	MARTIN, LAURA	UB 4940 500 12TH	\$34.20	\$0.00
	JV030124	299952	REFUND ONE TIME PAY	MATTHEWS, DESIREE	UB 20352 413 10TH	\$16.66	\$0.00
	JV030124	299953	REFUND ONE TIME PAY	MEADOWLARK HOMES	UB 100788 3511 11TH	\$31.43	\$0.00
	JV030124	299954	REFUND ONE TIME PAY	RIELY, JIM	UB 25994 1501 52ND	\$1,034.96	\$0.00
	JV030124	299955	REFUND ONE TIME PAY	SELK, DONNA	UB 10626 1302 6TH	\$39.90	\$0.00
	JV030124	299956	REFUND ONE TIME PAY	STEPHENS PROPERTY MANAGEMENT	UB 94964 1500 21ST	\$1,000.00	\$0.00
	JV030124	299957	REFUND ONE TIME PAY	WEBER, ALLISON	UB 2646 2205 ACADEMY	\$8.10	\$0.00
	JV030124	299958	RIVERSIDE TECHNOLOGIES. INC		Computers	\$4,374.00	\$0.00
	JV030124	299959	ROLAC CONTRACTING		FY-21-22 CHILDREN'S LIBRARY RE	\$16,173.90	\$0.00
	JV030124	299960	SANITATION PRODUCTS		--; SPIDER	\$7,634.82	\$0.00
	JV030124	299961	SCHOCKS SAFE AND LOCK SERVICE		Repair electric door locks at	\$250.00	\$0.00
	JV030124	299963	SOLTIS BUSINESS FORMS CO.		Finance Window Envelopes (#10)	\$782.05	\$0.00
	JV030124	299964	SUNDRE SAND & GRAVEL. INC.		1503.30 Tons of Washed Sand	\$23,676.98	\$0.00
	JV030124	299965	SWANSTON EQUIPMENT COMPANIES		BELT; ELEVATOR BELT	\$3,330.12	\$0.00
	JV030124	299966	TRINITY HEALTH		Trinity Invoice for Coty W. T	\$1,686.24	\$0.00
	JV030124	299967	U.S. POST OFFICE		UB BULK MAIL CHECK - RETURN TO	\$5,000.00	\$0.00
	JV030124	299968	UNITED MAILING SERVICE		POSTAGE/SHIPPING	\$278.95	\$0.00
	JV030124	299969	UNUM LIFE INSURANCE P		FEBRUARY UNUM LIFE	\$9,370.50	\$0.00
	JV030124	299970	VISIT MINOT		Motor vehicle tax	\$4,022.99	\$0.00
	JV030124	299971	WALLWORK TRUCK CENTER		003; BRAKE DRUM	\$2,379.80	\$0.00
	JV030124	299972	WARD COUNTY AUDITOR		2022 WARD COUNTY - BOARDING CI	\$30,355.00	\$0.00
	JV030124	299973	WESTLIE FORD		BOOT; INNER TIE ROD END BOOT	\$538.07	\$0.00
	JV030124	299974	WESTLIE TRUCK CENTER		--; PARK BRAKE VALVE	\$1,145.25	\$0.00
03/06/2024	JV030124	299975	WHITE CAP, LP		36 Pails of Aquaphalt	\$1,944.00	\$0.00
	DC030124	100005316	ND PUBLIC EMPLOYEES		Def Comp 03.01.2024	\$13,052.15	\$0.00
03/07/2024	PM030724	100005317	DETIDEMENT SYSTEM MINOT PARK DISTRICT		Park Mass 03.07.2024	\$1,412.85	\$0.00
03/08/2024	JV030824	299976	EMPLOYEE ONE TIME PAY	Kolbe Bach	Basic K-9 Handler Training per	\$3,690.00	\$0.00
	JV030824	299977	WORKFORCE SAFETY & INSURANCE		2024 WSI Annual Premium	\$100,642.36	\$0.00
03/15/2024	JV031524	299978	1 CALL SEPTIC SERVICES. INC.		Recycling Transport x4 Trips	\$10,156.40	\$0.00
	JV031524	299979	ABSOLUTE COMFORT, INC.		Parking shack garage floor hea	\$518.72	\$0.00
	JV031524	299980	ACKERMAN ESTVOLD		4546 - MINOT INTERMODAL FACILI	\$102,704.68	\$0.00
	JV031524	299981	ACME TOOLS		008; UDT2 OIL 7000-40202	\$8,052.58	\$0.00
	JV031524	299982	ADVANCED BUSINESS METHODS		Credit- C119912-01 Canon/IR C2	\$4,078.45	\$0.00
	JV031524	299983	AMERICAN TRUCK & TRAILER. LLC		HINGE; BULLET HINGE	\$14.08	\$0.00

JV031524	299984	AMERICAN WELDING & GAS. INC.		Carbon Dioxide	\$4,456.63	\$0.00
JV031524	299985	APEX ENGINEERING GROUP		4577 - BEL AIR/WASHINGTON SAF	\$1,617.40	\$0.00
JV031524	299986	AQUA-PURE, INC.		Phosphate	\$10,972.00	\$0.00
JV031524	299987	ARAMARK		ARAMARK - FLOOR MAT CLEANING	\$525.52	\$0.00
JV031524	299988	BORDER STATES INDUSTRIES. INC.		Runway guard light bulbs x24	\$597.78	\$0.00
JV031524	299989	BRAVERA BANK		2021 JOHN DEERE 850L CRAWLER D	\$58,975.72	\$0.00
JV031524	299990	BUTLER MACHINERY CO.		--; EDGE	\$1,332.11	\$0.00
JV031524	299991	CHRISTIANSON HEATING & AIR		Furnace repair	\$540.75	\$0.00
JV031524	300075	CITY OF MINOT		Samuel Allen Restitution MI-20	\$200.00	\$0.00
JV031524	299992	CLAREY'S SAFETY EQUIPMENT. INC.		Oxygen Pack and Trunk Bag for	\$1,573.99	\$0.00
JV031524	299993	CPS, LTD		4819 - 2023 MINOT LANDFILL GRO	\$64,867.50	\$0.00
JV031524	299994	CURALINC, LLC		EAP Second Quarter Fee	\$2,236.02	\$0.00
JV031524	299995	CURT'S STARTER & ALT. SERVICE		ALTERNATOR; ALTERNATOR	\$95.00	\$0.00
JV031524	299996	DACOTAH PAPER CO.		Floor Mats	\$1,174.31	\$0.00
JV031524	299997	DAKOTA FIRE EXTINGUISHER		First Aid Kit Service - Engine	\$184.19	\$0.00
JV031524	299998	DAKOTA FLUID POWER. INC.		GASKET; PTO GASKET	\$293.59	\$0.00
JV031524	299999	DAKOTA SUPPLY GROUP		Timer blade & delay	\$136.68	\$0.00
JV031524	300000	DAKOTA TRUCK & FARM		Single axle utility trailer	\$3,454.91	\$0.00
JV031524	300001	DECOMM VENTURES, LP		MOT TASK ORDER #1 - MISC CONSU	\$1,750.00	\$0.00
JV031524	300058	DEERE CREDIT, INC.		2023 JD 850L CRAWLER DOZER	\$86,462.81	\$0.00
JV031524	300002	DOMESTIC VIOLENCE CRISIS CENTER		Crisis Center Fees for Februar	\$13,646.99	\$0.00
JV031524	300003	DR. ANTHONY TATMAN		Critical Hire	\$100.00	\$0.00
JV031524	300004	EBSCO		Magazine	\$47.65	\$0.00
JV031524	300005	ECOLAB PEST ELIMINATION DIVISION		PEST CONTROL AND AIR QUALITY P	\$1,102.36	\$0.00
JV031524	300006	ELDORADO NATIONAL - CALIFORNIA		TANK; DEF TANK	\$3,108.33	\$0.00
JV031524	300007	ELECTRIC PUMP		Replacement parts for Larson L	\$40,367.28	\$0.00
JV031524	300008	EMERGENCY TECHNICAL DECON		PPE Repairs	\$1,007.25	\$0.00
JV031524	300009	EMPLOYEE ONE TIME PAY	Belinda Gladback	FTO School	\$265.50	\$0.00
JV031524	300010	EMPLOYEE ONE TIME PAY	Cody Lockyer	testing for UO	\$59.00	\$0.00
JV031524	300011	EMPLOYEE ONE TIME PAY	Cody Lockyer	Testing for Utility Operator	\$51.25	\$0.00
JV031524	300012	EMPLOYEE ONE TIME PAY	Duran Bischof	ICC Building Conference	\$512.50	\$0.00
JV031524	300013	EMPLOYEE ONE TIME PAY	Jesse Hoffart	2024 NDDOT Transportation Conf	\$47.20	\$0.00
JV031524	300014	EMPLOYEE ONE TIME PAY	Krystle Foster	TAKING DEPOSIT TO CITY HALL FR	\$47.91	\$0.00
JV031524	300015	EMPLOYEE ONE TIME PAY	Melissa Anderson	TAKING DEPOSIT TO CITY HALL FR	\$36.85	\$0.00
JV031524	300016	EMPLOYEE ONE TIME PAY	Randi Monley	Mileage	\$39.46	\$0.00
JV031524	300017	EMPLOYEE ONE TIME PAY	Rick Walker	ICC Building Conference	\$512.50	\$0.00
JV031524	300018	EMPLOYEE ONE TIME PAY	Stephen Joersz	National ATSSA Conference	\$278.05	\$0.00
JV031524	300019	EMPLOYEE ONE TIME PAY	Stephen Joersz	NDDOT Transportation Conferenc	\$47.20	\$0.00
JV031524	300020	EMPLOYEE ONE TIME PAY	Taylor Foley	NDDOT Transportation Conferenc	\$47.20	\$0.00
JV031524	300021	EMPLOYEE ONE TIME PAY	Taylor Jensen	LPO Week 1	\$295.00	\$0.00
JV031524	300022	ENERBASE		Fuel-7.292	\$52,794.37	\$0.00

JV031524	300023	ENTERPRISE		EXCESS MAG 2023	\$8,674.53	\$0.00
JV031524	300024	NATIONAL/ALAMO ENTERPRISE RENT-A- CAR (2144)		EXCESS MAG 2023	\$8,843.44	\$0.00
JV031524	300025	FACTORY MOTOR PARTS		004; WIPER WW*2601*PF FITS TAU	\$332.28	\$0.00
JV031524	300027	FASTENAL COMPANY		WASHER; NORDLOCK WASHER	\$39.80	\$0.00
JV031524	300028	FEDEX		Shipping of ATSI test for year	\$27.61	\$0.00
JV031524	300029	FIRST DISTRICT HEALTH UNIT		FIRST DISTRICT HEALTH UNIT SER	\$26,500.00	\$0.00
JV031524	300030	FIRST INTERNATIONAL BANK & TRUST		Fire Union Due's	\$759.00	\$0.00
JV031524	300031	FIRST WESTERN INSURANCE		PAYMENT TO ADD MENS REFUGE	\$989.00	\$0.00
JV031524	300032	FLEXIBLE PIPE TOOLS & EQUIPMENT		pressure relief valve for unit	\$680.60	\$0.00
JV031524	300033	FORCE AMERICA		SPREADER CONTROL ASSEMBLY 5100	\$1,039.03	\$0.00
JV031524	300034	FUELMASTER SYN- TECH SYSTEMS, INC.		Repair fuel tank	\$805.50	\$0.00
JV031524	300035	G & P COMMERCIAL SALES		Misc. Custodial supplies	\$349.46	\$0.00
JV031524	300036	GALE		Large Print Books	\$700.21	\$0.00
JV031524	300037	GALLS, LLC		pants for patrol	\$7,063.90	\$0.00
JV031524	300038	GEFROH ELECTRIC		Power Outlet for Cord Reel - F	\$1,256.30	\$0.00
JV031524	300039	GENERAL ONE TIME PAY	City of Minot	Caleb Jackson Restitution MI-2	\$150.00	\$0.00
JV031524	300040	GENERAL ONE TIME PAY	Market Place	Kevin Sartwell Restitution MI-	\$20.00	\$0.00
JV031524	300041	GENERAL ONE TIME PAY	Marketplace Foods	Daniel Boothe Restitution MI-2	\$10.59	\$0.00
JV031524	300042	GENERAL ONE TIME PAY	Marketplace Foods	Daniel Boothe Restitution MI-2	\$4.19	\$0.00
JV031524	300043	GENERAL ONE TIME PAY	Marketplace Liquors	Shelah Palmer Restitution MI-2	\$10.00	\$0.00
JV031524	300044	GENERAL ONE TIME PAY	Rondel Roteliuk	ERC meeting, Auditorium, Publi	\$54.94	\$0.00
JV031524	300045	GENERAL ONE TIME PAY	Rondel Roteliuk	Menards, Public Works, Overhea	\$40.87	\$0.00
JV031524	300046	GENERAL ONE TIME PAY	Sierra Inn	Kevin Conti Restitution MI-201	\$20.00	\$0.00
JV031524	300047	GENERAL ONE TIME PAY	US Postal Service	Logan Cassell Restitution MI-2	\$50.00	\$0.00
JV031524	300048	GENERAL TRADING		009; 3/4 IPT SWIVEL MALE	\$154.06	\$0.00
JV031524	300049	GOETTLE LAW, PLLC		March 2024 Retainer	\$3,500.00	\$0.00
JV031524	300050	GRAYMONT WESTERN US INC.		Lime	\$85,876.46	\$0.00
JV031524	300051	GREAT PLAINS TECHNICAL SERVICES		Baldor 50HP repair	\$3,360.60	\$0.00
JV031524	300052	H.A. THOMPSON & SONS, INC.		Customized Maintenance Program	\$3,985.00	\$0.00
JV031524	300053	HAWKINS, INC.		1 batch of airfield deice liqu	\$31,462.35	\$0.00
JV031524	300054	HITS, INC.		HITS training invoice (6 offic	\$2,100.00	\$0.00
JV031524	300055	HOIST AND CRANE SERVICES, INC.		Repaired hoist	\$875.00	\$0.00
JV031524	300056	HOUSTON ENGINEERING, INC.		4421.1 - 2024 WATER SYSTEM MOD	\$1,325.75	\$0.00
JV031524	300057	INTERNATIONAL CITY MANAGEMENT		City manager pension	\$624.56	\$0.00
JV031524	300059	ASSOCIATION BET LEARNING		Children's Books	\$2,001.56	\$0.00
JV031524	300060	OPPORTUNITIES, INC. LINDE GAS & EQUIPMENT INC		FEED CYLINDER	\$309.93	\$0.00
JV031524	300061	M&T FIRE AND SAFETY, INC.		Fire Hose	\$4,755.00	\$0.00
JV031524	300063	MACS, INC.		Chisels and nut drivers	\$38.38	\$0.00
JV031524	300064	MAD DOG		68.88 Tons Salt	\$13,720.03	\$0.00
JV031524	300065	BROKERAGE INC MAIN ELECTRIC		Airfield vault regulators foun	\$10,909.56	\$0.00
JV031524	300066	CONSTRUCTION MEIER & COMPANY		EXCESS MAG 2023	\$6,663.04	\$0.00
JV031524	300076	MELANIE MOORE		Water/ Sewer HEO promotional t	\$45.00	\$0.00
JV031524	300067	METROHM USA, INC.		Magnetic Stirrer MSB	\$2,846.44	\$0.00

JV031524	300068	MIDSTATES WIRELESS, INC.		Repairs to Radio on Unit #302	\$405.00	\$0.00
JV031524	300069	MIDWEST TAPE		Children's DVDs	\$2,515.68	\$0.00
JV031524	300070	MILLER LAW OFFICE, P.C.		Donald Painte Crt App Att Fee	\$390.00	\$0.00
JV031524	300062	MINOT AREA CHAMBER EDC		MACEDC SERVICE AGREEMENT 2024	\$46,637.50	\$0.00
JV031524	300071	MINOT AREA COUNCIL OF THE ARTS, INC		MINOT AREA COUNCIL OF THE ARTS	\$3,333.33	\$0.00
JV031524	300072	MINOT AUTO		BIT; 13/16" DRILL BIT	\$1,473.60	\$0.00
JV031524	300073	MINOT EMPLOYEE DONATIONS		Minot Employee Donations	\$830.67	\$0.00
JV031524	300074	MINOT OPTIMIST CLUB		Membership Dues	\$500.00	\$0.00
JV031524	300077	MOWBRAY & SONS		HVAC REPAIRS	\$723.09	\$0.00
JV031524	300078	NAPA AUTO PARTS		SWITCH; TOGGLE SWITCH	\$3,427.62	\$0.00
JV031524	300079	ND ONE CALL, INC.		February OneCall tickets for T	\$172.45	\$0.00
JV031524	300080	NDDEQ		State Lab Tests	\$685.86	\$0.00
JV031524	300081	NORTHERN PLAINS EQUIPMENT CO., INC.		FLOW; FLOW METER	\$915.00	\$0.00
JV031524	300082	NORTHERN TESTING		Controlled Substance Testing	\$570.00	\$0.00
JV031524	300083	NORTHWEST TIRE AND RETREAD		TIRE; REPAIR TIRE	\$12,138.49	\$0.00
JV031524	300084	OLSON'S TOWING		Feb 2024 Towing	\$888.00	\$0.00
JV031524	300085	ONE CALL CONCEPTS, INC.		December Onecall tickets for T	\$57.95	\$0.00
JV031524	300086	OVERHEAD DOOR CO. OF MINOT		VINYL STRIP CURTAIN FOR W. RYT	\$8,247.00	\$0.00
JV031524	300087	OVERLAND WEST INC		EXCESS MAG 2023	\$1,704.12	\$0.00
JV031524	300026	PARKLAND USA CORPORATION		008; MOBIL SHC629 TORQUE HUB O	\$258.94	\$0.00
JV031524	300088	PERFORMANCE KENNELS, INC		K9 School	\$6,500.00	\$0.00
JV031524	300089	PITNEY BOWES RESERVE ACCOUNT		Postage for Meter	\$3,000.00	\$0.00
JV031524	300121	POSTMASTER		VOID AFTER UPDATE 03/26/2024	\$0.00	\$1,600.00
JV031524	300090	PRAIRIE SUPPLY		--; SHOP SUPPLIES	\$405.30	\$0.00
JV031524	300091	PREFERRED CONTROLS CORP		Well 8 repairs	\$5,922.80	\$0.00
JV031524	300092	PRIORITY DISPATCH		License Renewal 2024	\$6,190.00	\$0.00
JV031524	300093	PROCOLLECT		FEB UB PROCOLLECT	\$922.33	\$0.00
JV031524	300094	PROTECH INTEGRATIONS, LLC		Public Works Security Camera S	\$255.38	\$0.00
JV031524	300095	RAILROAD MANAGEMENT COMPANY, LLC		LICENSE FEES	\$379.14	\$0.00
JV031524	300096	RDO EQUIPMENT CO		WINDOW; WINDOW SEAL FOR JOHN D	\$42.49	\$0.00
JV031524	300097	REDVECTOR.COM, LLC		EDUCATION AND TRAINING	\$2,426.41	\$0.00
JV031524	300098	REFUND ONE TIME PAY	BENNETT, GARRETT	UB 7794 826 1ST	\$6.10	\$0.00
JV031524	300099	REFUND ONE TIME PAY	CROSBY, CALEB	UB 20578 1312 2ND	\$20.02	\$0.00
JV031524	300100	REFUND ONE TIME PAY	FELTNER, NICHOLAS	UB 81620 1318 35TH	\$28.37	\$0.00
JV031524	300101	REFUND ONE TIME PAY	MARTER, JACQUELINE	UB 79154 3608 10TH	\$7.17	\$0.00
JV031524	300102	REFUND ONE TIME PAY	TREAT, VIVIANNE	UB 85330 3412 7TH	\$10.64	\$0.00
JV031524	300103	RHI SUPPLY		HVAC FILTERS	\$1,015.17	\$0.00
JV031524	300104	ROLLKALL		monthly Subscription	\$18.00	\$0.00
JV031524	300105	TECHNOLOGIES LLC SANITATION PRODUCTS		BUMPER; ELGIN PELICAN BUMPER P	\$426.07	\$0.00
JV031524	300106	SCHOCKS SAFE AND LOCK SERVICE		Repair door lock at Station #1	\$138.00	\$0.00
JV031524	300107	SHORT ELLIOTT		SEH TERMINAL ROADWAY STUDY	\$77,811.44	\$0.00
JV031524	300108	HENDRICKSON, INC		SBPC SERVICE AGREEMENT 2024	\$5,000.00	\$0.00
JV031524	300109	PLANNING COUNCIL SOURIS RIVER JOINT		Contract Withholding: 300456	\$57,850.26	\$0.00
JV031524	300110	WATER RESOURCE SRF CONSULTING GROUP		4753 - 16TH ST INTER REHAB TAS	\$29,755.39	\$0.00

	JV031524	300111	STEIN'S, INC.	--; PANEL FILTER	\$1,609.00	\$0.00
	JV031524	300112	STRYKER SALES, LLC	Yearly Service Contract for AE	\$2,074.80	\$0.00
	JV031524	300113	SWANSTON EQUIPMENT COMPANIES	008; LEASED BOBCAT ANTIFREEZE	\$1,887.25	\$0.00
	JV031524	300114	TEAM ELECTRONICS, INC.	007; VHF RADIO ANTENNA	\$179.75	\$0.00
	JV031524	300115	THIRD WATCH COMMUNICATIONS	Repairs for New Explorer - Uni	\$1,049.49	\$0.00
	JV031524	300116	THOMSON REUTERS- WEST PAYMENT CENTER	March 2024 Services	\$387.00	\$0.00
	JV031524	300117	TIMMONS GROUP	4705 - CITYWORKS AND GIS SUPPO	\$7,090.00	\$0.00
	JV031524	300118	UNITED MAILING SERVICE	POSTAGE/SHIPPING	\$469.07	\$0.00
	JV031524	300119	UNITED RENTALS	Purchasing brand new Skyjack s	\$17,637.98	\$0.00
	JV031524	300120	USA BLUE BOOK	Stainless steel sponges	\$35.30	\$0.00
	JV031524	300122	VISIT MINOT	LODGING TAXES COLLECTED	\$22,701.51	\$0.00
	JV031524	300123	WALLWORK TRUCK CENTER	PULLEY; IDLER PULLEY	\$6,752.72	\$0.00
	JV031524	300124	WARD COUNTY RECORDER	Ward County Recorder	\$127.00	\$0.00
	JV031524	300125	WESTLIE FORD	P14 catalytic converter repair	\$790.87	\$0.00
	JV031524	300126	WESTLIE TRUCK CENTER	ATF	\$623.18	\$0.00
	JV031524	300127	WILO USA, LLC	Seal puller	\$350.56	\$0.00
03/19/2024	JV031924	300128	ALL SEASON ARENA	LODGING TAXES COLLECTED- 2023	\$52,105.31	\$0.00
	JV031924	300129	FIRST WESTERN INSURANCE	PAYMENT FOR BROADWAY CIRCLE	\$2,283.00	\$0.00
	JV031924	300130	MATTSON CONSTRUCTION	BROADWAY CIRCLE - MATTSON CONS	\$394,757.56	\$0.00
	JV031924	300131	SOURIS RIVER JOINT WATER RESOURCE	3529 - MREFPP PHASE 1-3,5 IND	\$795,255.78	\$0.00
	JV031924	300132	U.S. POST OFFICE	UB BULK MAIL PAYMENT FOR POSTA	\$5,000.00	\$0.00
	JV031924	300133	UNUM LIFE INSURANCE	FEBRUARY PREMIUM PAYMENT FOR L	\$57,879.79	\$0.00
03/20/2024	BW032024	117	DAKOTA COLLEGE AT BOTTINEAU	CTE Bank Wire #14 - FINAL	\$236,340.90	\$0.00
	BW032024	118	DAKOTA COLLEGE AT BOTTINEAU	Wire Fee	\$5.00	\$0.00
	BW032024	120	MINOT HOUSING AUTHORITY	Wire Fee	\$5.00	\$0.00
	BW032024	121	MINOT HOUSING AUTHORITY	Minot Housing Authority #35 -	\$84,060.00	\$0.00
				Total	\$3,724,219.29	\$1,600.00

Posting date	Transaction date	Supplier	Amount
2/28/2024	2/26/2024	Officemax/Depot 6513	34.99
2/28/2024	2/26/2024	The Home Depot #3703	167.19
2/28/2024	2/26/2024	Menards Minot Nd	83.25
2/28/2024	2/26/2024	Menards Minot Nd	21.87
2/28/2024	2/26/2024	Menards Minot Nd	21.87
2/28/2024	2/26/2024	Carquest Auto	822.84
2/28/2024	2/26/2024	Bismarck Hotel And Confer	109.00
2/28/2024	2/26/2024	Bismarck Hotel And Confer	10.90
2/28/2024	2/26/2024	Rhi Supply Minot	92.70
2/28/2024	2/26/2024	Thermo King/ Isuzu Of Far	800.00
2/28/2024	2/27/2024	Delta Air	657.20
2/28/2024	2/27/2024	Delta Air	827.20
2/28/2024	2/27/2024	Amzn Mktp Us	1,017.58
2/28/2024	2/27/2024	Power Process Equip 3611	2,800.00
2/28/2024	2/27/2024	In *dakota Fire Extinguis	368.26
2/28/2024	2/27/2024	Mp-*minot Afb Club	15.78
2/28/2024	2/27/2024	Amzn Mktp Us	12.99
2/28/2024	2/27/2024	Amzn Mktp Us	19.32
2/28/2024	2/27/2024	Macs Minot, Nd	20.97
2/28/2024	2/27/2024	Wizards Of Coast, Inc	54.99
2/28/2024	2/27/2024	Core & Main - Nd002	61.00
2/28/2024	2/27/2024	Border States Industries	363.76
2/28/2024	2/27/2024	Grainger	173.00
2/28/2024	2/27/2024	Galls	62.22
2/28/2024	2/27/2024	Howard Supply Company	38.01
2/28/2024	2/27/2024	Amzn Mktp Us	20.63
2/28/2024	2/27/2024	Amzn Mktp Us	19.95
2/28/2024	2/27/2024	Cherry Lake Publishing	37.98
2/28/2024	2/28/2024	Barnes&noble Papersource	38.68
2/28/2024	2/28/2024	Amazon Ret* 111-984289	12.21
2/28/2024	2/28/2024	Amzn Mktp Us	8.99
2/29/2024	2/26/2024	The Computer Store	30.00
2/29/2024	2/26/2024	The Computer Store	360.00
2/29/2024	2/27/2024	Nec Aaa	1,190.00
2/29/2024	2/27/2024	Menards Minot Nd	118.74
2/29/2024	2/27/2024	M & T Fire & Safety	153.11
2/29/2024	2/27/2024	Menards Minot Nd	12.99
2/29/2024	2/27/2024	Arco Grimsleys Fuels	50.00
2/29/2024	2/27/2024	Menards Minot Nd	199.92
2/29/2024	2/27/2024	Red Wing Shoes #825	200.00
2/29/2024	2/27/2024	Military Names Llc	46.25
2/29/2024	2/27/2024	Menards Minot Nd	163.20
2/29/2024	2/27/2024	Menards Minot Nd	418.09
2/29/2024	2/27/2024	Menards Minot Nd	20.75
2/29/2024	2/28/2024	Thomson West	493.00
2/29/2024	2/28/2024	Dakota Fluid Power, Inc.	(19.69)

2/29/2024	2/28/2024 Adobe Inc.	21.49
2/29/2024	2/28/2024 National Registry Emt	25.00
2/29/2024	2/28/2024 Amzn Mktp Us	9.30
2/29/2024	2/28/2024 Delta Air	30.00
2/29/2024	2/28/2024 Icsc-Ny	1,050.00
2/29/2024	2/28/2024 In *dakota Fire Extinguis	80.00
2/29/2024	2/28/2024 Amazon.Com*rz4oq43n2	519.98
2/29/2024	2/28/2024 Dakota Fluid Power, Inc.	1,593.52
2/29/2024	2/28/2024 Barnes&noble Papersource	18.26
2/29/2024	2/28/2024 Dakota Fluid Power, Inc.	24.15
2/29/2024	2/28/2024 Adobe Inc.	21.49
2/29/2024	2/28/2024 Copquest Inc	26.94
2/29/2024	2/28/2024 Amzn Mktp Us	146.97
2/29/2024	2/28/2024 Firepenny	370.41
2/29/2024	2/28/2024 The Ups Store 1423	151.39
2/29/2024	2/28/2024 Core & Main - Nd002	98.39
2/29/2024	2/28/2024 Galls	91.00
2/29/2024	2/28/2024 Amzn Mktp Us	250.02
2/29/2024	2/28/2024 Best Buy 00010637	19.99
3/1/2024	2/28/2024 Napa Parts 0027632	14.97
3/1/2024	2/28/2024 Tst* Uncle Maddios - Mino	25.13
3/1/2024	2/28/2024 Menards Minot Nd	165.96
3/1/2024	2/28/2024 Menards Minot Nd	31.94
3/1/2024	2/28/2024 Ryan Chevrolet	728.97
3/1/2024	2/28/2024 Menards Minot Nd	443.60
3/1/2024	2/28/2024 Kum&go 0816r Minot	19.06
3/1/2024	2/28/2024 Menards Minot Nd	20.99
3/1/2024	2/28/2024 Menards Minot Nd	7.13
3/1/2024	2/28/2024 Napa Parts 0027632	10.63
3/1/2024	2/29/2024 Imla	199.00
3/1/2024	2/29/2024 Imla	100.00
3/1/2024	2/29/2024 Amzn Mktp Us	369.95
3/1/2024	2/29/2024 Cenex-Harleys Arrowhead	260.00
3/1/2024	2/29/2024 Tuff Trucks	269.99
3/1/2024	2/29/2024 National Registry Emt	25.00
3/1/2024	2/29/2024 Skillpath / National	149.00
3/1/2024	2/29/2024 Officemax/Depot 6513	106.47
3/1/2024	2/29/2024 Amzn Mktp Us	36.68
3/1/2024	2/29/2024 Amzn Mktp Us	48.99
3/1/2024	2/29/2024 Batteries Plus #0639	41.47
3/1/2024	2/29/2024 American Heart Shopcpr	35.99
3/1/2024	2/29/2024 Mp-*minot Afb Club	15.78
3/1/2024	2/29/2024 The Ups Store 1423	15.68
3/1/2024	2/29/2024 Minot Area Chamber	100.00
3/1/2024	2/29/2024 Grainger	67.98
3/1/2024	2/29/2024 Column Public Notice	60.84
3/1/2024	2/29/2024 Column Public Notice	513.24

3/1/2024	2/29/2024 Acme Tools Minot	123.20
3/1/2024	2/29/2024 Expedia 72771473919254	294.68
3/1/2024	2/29/2024 Amzn Mktp Us	44.85
3/1/2024	2/29/2024 Petco 2605	86.51
3/1/2024	2/29/2024 Ray Allen Manufacturing	44.98
3/1/2024	2/29/2024 Hach Company	752.74
3/1/2024	2/29/2024 General Trading Company	96.44
3/1/2024	2/29/2024 Harbor Freight Tools3246	20.97
3/1/2024	2/29/2024 Northwest Tire #4 Minot T	26.54
3/1/2024	2/29/2024 National Registry Emt	25.00
3/1/2024	2/29/2024 Acme Tools Minot	1.70
3/1/2024	2/29/2024 Ray Allen Manufacturing	106.95
3/1/2024	2/29/2024 Sp K9 Ops	125.99
3/1/2024	2/29/2024 Amzn Mktp Us	157.58
3/1/2024	2/29/2024 Amazon.Com*rz7n12gt2	400.26
3/1/2024	2/29/2024 In *cool Fish Services In	241.00
3/1/2024	2/29/2024 Amzn Mktp Us	139.99
3/1/2024	2/29/2024 Amzn Mktp Us	142.71
3/4/2024	2/29/2024 Marketplace Foods	120.00
3/4/2024	2/29/2024 Minot Daily News	234.96
3/4/2024	2/29/2024 Menards Minot Nd	(99.99)
3/4/2024	2/29/2024 Delta Air	30.00
3/4/2024	2/29/2024 Menards Minot Nd	27.47
3/4/2024	2/29/2024 Menards Minot Nd	8.98
3/4/2024	2/29/2024 Officemax/Depot 6513	119.31
3/4/2024	2/29/2024 International Association	950.00
3/4/2024	2/29/2024 Officemax/Depot 6513	28.68
3/4/2024	2/29/2024 Dlt Solutions- Llc	19,228.50
3/4/2024	3/1/2024 Enerbase	37.80
3/4/2024	3/1/2024 Zoro Tools Inc	461.99
3/4/2024	3/1/2024 Amzn Mktp Us	207.89
3/4/2024	3/1/2024 Amzn Mktp Us	38.20
3/4/2024	3/1/2024 Amzn Mktp Us	19.96
3/4/2024	3/1/2024 Amzn Mktp Us	55.99
3/4/2024	3/1/2024 Autopay/Dish Ntwk	297.10
3/4/2024	3/1/2024 Usps Po 3762880701	12.54
3/4/2024	3/1/2024 Amzn Mktp Us	246.33
3/4/2024	3/1/2024 Courtyard By Marriott	481.50
3/4/2024	3/1/2024 Amazon.Com*rz0663mu2	233.98
3/4/2024	3/1/2024 Menards Minot Nd	39.95
3/4/2024	3/1/2024 Border States Industries	34.20
3/4/2024	3/1/2024 Minot Restaurant Supply	395.00
3/4/2024	3/1/2024 Government Finance Offic	35.00
3/4/2024	3/1/2024 Fedex271621805165	365.04
3/4/2024	3/1/2024 Mp-*minot Afb Club	15.78
3/4/2024	3/1/2024 Minot Area Chamber	50.00
3/4/2024	3/1/2024 Minot Area Chamber	100.00

3/4/2024	3/1/2024 Menards Minot Nd	311.02
3/4/2024	3/1/2024 Menards Minot Nd	35.23
3/4/2024	3/1/2024 Dakota Fluid Power, Inc.	107.82
3/4/2024	3/1/2024 Amzn Mktp Us	237.49
3/4/2024	3/1/2024 Amzn Mktp Us	45.09
3/4/2024	3/1/2024 Sq *ole Olsons Towing &	125.00
3/4/2024	3/1/2024 Cenex-Farmers Union Oil	25.22
3/4/2024	3/1/2024 Courtyard By Marriott	481.50
3/4/2024	3/1/2024 Safe Software Inc	450.00
3/4/2024	3/1/2024	4.50
3/4/2024	3/1/2024 Winsupply Minot Nd	326.02
3/4/2024	3/1/2024 The Home Depot 3703	300.00
3/4/2024	3/1/2024 The Home Depot #3703	(146.87)
3/4/2024	3/1/2024 Rhi Supply Minot	58.14
3/4/2024	3/1/2024 Rhi Supply Minot	256.79
3/4/2024	3/1/2024 Ck Holiday # 06431	165.00
3/4/2024	3/1/2024 Hilti Inc	4,342.36
3/4/2024	3/1/2024 Amzn Mktp Us	10.48
3/4/2024	3/1/2024 Amzn Mktp Us	8.86
3/4/2024	3/1/2024 Baker-Taylor	892.09
3/4/2024	3/1/2024 Amzn Mktp Us	13.78
3/4/2024	3/1/2024 Amzn Mktp Us	34.97
3/4/2024	3/1/2024 Amazon.Com*rz2mm95i2	6.46
3/4/2024	3/1/2024 Baker-Taylor	394.86
3/4/2024	3/1/2024 Baker-Taylor	600.03
3/4/2024	3/1/2024 Network Fleet, Inc.	476.13
3/4/2024	3/2/2024 Amazon.Com*rn6u61180	38.64
3/4/2024	3/2/2024 Amzn Mktp Us	556.46
3/4/2024	3/2/2024 Oreilly 5967	304.06
3/4/2024	3/2/2024 Amzn Mktp Us	161.23
3/4/2024	3/2/2024 Dmi* Dell K-12/Govt	451.83
3/4/2024	3/2/2024 Amazon.Com*rz04b8nj1	16.14
3/4/2024	3/3/2024 Orleans Hotel & Casino	751.38
3/4/2024	3/3/2024 Curb Lv Taxi A Cab	39.20
3/4/2024	3/3/2024 Delta Air	30.00
3/4/2024	3/3/2024 Amzn Mktp Us	22.99
3/5/2024	2/20/2024 Zoro Tools Inc	(461.99)
3/5/2024	3/3/2024 Menards Minot Nd	31.35
3/5/2024	3/3/2024 Menards Minot Nd	12.99
3/5/2024	3/3/2024 Rps Bismarck Airport	68.00
3/5/2024	3/4/2024 In *subsurface Solutions,	7,077.88
3/5/2024	3/4/2024 Amzn Mktp Us	16.99
3/5/2024	3/4/2024 Amzn Mktp Us	809.50
3/5/2024	3/4/2024 Arrowhead Ace	6.99
3/5/2024	3/4/2024 Delta Air	30.00
3/5/2024	3/4/2024 Home Of Economy-#4	36.00
3/5/2024	3/4/2024 Column Public Notice	285.48

3/5/2024	3/4/2024 Column Public Notice	54.60
3/5/2024	3/4/2024 Macs Minot, Nd	4.80
3/5/2024	3/4/2024 National Registry Emt	25.00
3/5/2024	3/4/2024 Pride Solutions Llc	439.63
3/5/2024	3/4/2024 Hach Company	1,194.10
3/5/2024	3/4/2024 Delta Air	30.00
3/5/2024	3/4/2024 Main Electric Constructn	3,019.35
3/5/2024	3/4/2024 Amzn Mktp Us	64.43
3/5/2024	3/4/2024 Delta Air	30.00
3/5/2024	3/4/2024 Orleans Hotel & Casino	815.23
3/5/2024	3/4/2024 Schocks Safe And Lock Se	66.50
3/5/2024	3/4/2024 Amazon.Com*rz9a34wk2	425.31
3/5/2024	3/5/2024 Amzn Mktp Us	60.98
3/6/2024	3/4/2024 Galt House	795.44
3/6/2024	3/4/2024 Galt House	795.44
3/6/2024	3/4/2024 Galt House	795.44
3/6/2024	3/4/2024 Galt House	795.44
3/6/2024	3/4/2024 Galt House	795.44
3/6/2024	3/4/2024 Menards Minot Nd	152.84
3/6/2024	3/4/2024 McMaster-Carr	984.10
3/6/2024	3/4/2024 North Prairie Rural Wate	54.68
3/6/2024	3/4/2024 Menards Minot Nd	128.61
3/6/2024	3/4/2024 Cenex-Tri Energy Coopera	38.49
3/6/2024	3/5/2024 Smartsign	857.09
3/6/2024	3/5/2024 Cape Cod Brass - Moto	1,502.35
3/6/2024	3/5/2024 Adobe Inc.	21.49
3/6/2024	3/5/2024 Delta Air	466.20
3/6/2024	3/5/2024 Government Finance Offic	1,107.00
3/6/2024	3/5/2024 Delta Air	466.20
3/6/2024	3/5/2024 Amzn Mktp Us	(89.90)
3/6/2024	3/5/2024 Tmg Business Services	156.00
3/6/2024	3/5/2024 Srt Communications, Inc	974.96
3/6/2024	3/5/2024 Srt Communications, Inc	9,432.40
3/6/2024	3/5/2024 Srt Communications, Inc	671.62
3/6/2024	3/5/2024 Minot Area Chamber	50.00
3/6/2024	3/5/2024 Column Public Notice	262.86
3/6/2024	3/5/2024 Column Public Notice	79.56
3/6/2024	3/5/2024 National Registry Emt	25.00
3/6/2024	3/5/2024 Government Finance Offic	1,107.00
3/6/2024	3/5/2024 Tfs*fishersci Ecom Hus	66.38
3/6/2024	3/5/2024 Scheels Minot	99.99
3/6/2024	3/5/2024 Med-Tech Resource Llc	306.44
3/6/2024	3/5/2024 Allianz Travel Ins	31.47
3/6/2024	3/5/2024 Delta Air	466.20
3/6/2024	3/5/2024 Government Finance Offic	1,107.00
3/6/2024	3/5/2024 Amazon.Com*rn6e25fs2	9.58
3/6/2024	3/5/2024 Amzn Mktp Us	439.95

3/7/2024	3/5/2024 Hilton Advpurch8002367113	1,578.67
3/7/2024	3/5/2024 Hilton Advpurch8002367113	1,376.59
3/7/2024	3/5/2024 Menards Minot Nd	42.57
3/7/2024	3/5/2024 Butler Machinery Company	174.65
3/7/2024	3/5/2024 Officemax/Depot 6513	12.09
3/7/2024	3/5/2024 Officemax/Depot 6513	46.14
3/7/2024	3/5/2024 Menards Minot Nd	44.78
3/7/2024	3/5/2024 Carquest Auto	203.61
3/7/2024	3/5/2024 Butler Machinery Company	115.29
3/7/2024	3/5/2024 Menards Minot Nd	29.86
3/7/2024	3/5/2024 Carquest Auto	1,055.04
3/7/2024	3/5/2024 Menards Minot Nd	13.99
3/7/2024	3/5/2024 The Home Depot 3703	245.62
3/7/2024	3/6/2024 Overhead Door Company Of	46.58
3/7/2024	3/6/2024 Amzn Mktp Us	(12.98)
3/7/2024	3/6/2024 In *bag Llc	300.00
3/7/2024	3/6/2024 Kfyr	430.00
3/7/2024	3/6/2024 Forum Communications	148.00
3/7/2024	3/6/2024 Amazon Ret* Property M	279.99
3/7/2024	3/6/2024 Tlo Transunion	372.90
3/7/2024	3/6/2024 In *dakota Fire Extinguis	49.72
3/7/2024	3/6/2024 Tfs*fishersci Ecom Hus	37.95
3/7/2024	3/6/2024 Amzn Mktp Us	99.72
3/7/2024	3/6/2024 Kully Supply	247.90
3/8/2024	3/6/2024 Radisson Hotel Bismarc	99.80
3/8/2024	3/6/2024 Menards Minot Nd	103.91
3/8/2024	3/6/2024 Napa Parts 0027632	39.48
3/8/2024	3/6/2024 Radisson Hotel Bismarc	99.80
3/8/2024	3/6/2024 Radisson Hotel Bismarc	99.80
3/8/2024	3/6/2024 Menards Minot Nd	31.88
3/8/2024	3/6/2024 North Prairie Rural Wate	114.62
3/8/2024	3/6/2024 Hyatt Hotels	1,429.14
3/8/2024	3/6/2024 Menards Minot Nd	40.60
3/8/2024	3/6/2024 Ward County Recorder	20.00
3/8/2024	3/6/2024 Fedex271826791828	46.75
3/8/2024	3/6/2024 Hyatt Hotels	590.56
3/8/2024	3/6/2024 Canad Inns Gf Lodging	436.00
3/8/2024	3/7/2024 Intl Code Council Inc	250.00
3/8/2024	3/7/2024 National Registry Emt	25.00
3/8/2024	3/7/2024 Magic City Car Wash	650.00
3/8/2024	3/7/2024 Clute Office Equipment	679.27
3/8/2024	3/7/2024 Batteries Plus #0639	25.92
3/8/2024	3/7/2024 Llrm	175.00
3/8/2024	3/7/2024 Tfs*fishersci Ecom Hus	171.11
3/8/2024	3/7/2024 Tfs*fishersci Ecom Hus	78.54
3/8/2024	3/7/2024 Core & Main - Nd002	3,900.00
3/8/2024	3/7/2024 Winsupply Minot Nd	723.09

3/8/2024	3/7/2024 Acme Tools Minot	449.00
3/8/2024	3/7/2024 General Trading Company	97.20
3/8/2024	3/7/2024 Schocks Safe And Lock Se	75.00
3/8/2024	3/7/2024 Municipay*service Fee	1.50
3/8/2024	3/7/2024 Intl Code Council Inc	100.00
3/8/2024	3/7/2024 Swanston Equip Minot	150.21
3/8/2024	3/7/2024 Macs Minot, Nd	95.98
3/8/2024	3/7/2024 Amzn Mktp Us	179.99
3/8/2024	3/8/2024 Icsc-Ny	125.00
3/11/2024	3/7/2024 American Association O	500.00
3/11/2024	3/7/2024 Bound Tree Medical Llc	217.98
3/11/2024	3/7/2024 Menards Minot Nd	123.58
3/11/2024	3/7/2024 Menards Minot Nd	50.90
3/11/2024	3/7/2024 Menards Minot Nd	40.48
3/11/2024	3/7/2024 Officemax/Depot 6513	92.49
3/11/2024	3/8/2024 Enerbase	33.15
3/11/2024	3/8/2024 Bismarck Hotel And Confer	99.00
3/11/2024	3/8/2024 Officemax/Depot 6513	200.88
3/11/2024	3/8/2024 Delta Air	819.20
3/11/2024	3/8/2024 Usps Po 3762880701	5.08
3/11/2024	3/8/2024 Airports Council Intl	1,900.00
3/11/2024	3/8/2024 Airports Council Intl	1,550.00
3/11/2024	3/8/2024 Amzn Mktp Us	12.99
3/11/2024	3/8/2024 Amazon.Com*r65b503q0	159.98
3/11/2024	3/8/2024 West Oaks Animal Hospital	244.38
3/11/2024	3/8/2024 Kohls #1497	40.03
3/11/2024	3/8/2024 Spi*direct Service	152.99
3/11/2024	3/8/2024 Enerbase	695.34
3/11/2024	3/8/2024 Schocks Safe And Lock Se	10.50
3/11/2024	3/8/2024 B&h Photo 800-606-6969	457.32
3/11/2024	3/8/2024 Amzn Mktp Us	739.00
3/11/2024	3/8/2024 Amzn Mktp Us	78.23
3/11/2024	3/8/2024 Verizonwrlss	29.35
3/11/2024	3/8/2024 Verizonwrlss	125.01
3/11/2024	3/8/2024 Officemax/Depot 6513	58.68
3/11/2024	3/8/2024 North Country Sports	19.98
3/11/2024	3/8/2024 Rdoce Min 020107	140.28
3/11/2024	3/8/2024 Hach Company	95.37
3/11/2024	3/8/2024 Menards Minot Nd	(64.80)
3/11/2024	3/8/2024 Menards Minot Nd	135.83
3/11/2024	3/8/2024 Airgas Llc - North N156	6,396.66
3/11/2024	3/8/2024 Laz Parking L41122-Flash	48.00
3/11/2024	3/8/2024 Intl Code Council Inc	100.00
3/11/2024	3/8/2024 Information System	890.00
3/11/2024	3/9/2024 Amazon.Com*rn1k363t1	19.96
3/11/2024	3/9/2024 Menards Minot Nd	33.47
3/11/2024	3/9/2024 Sp Firestationfurnit	(1,670.96)

3/11/2024	3/9/2024 Exam Edge Llc	126.86
3/11/2024	3/9/2024 National Registry Emt	25.00
3/11/2024	3/9/2024 Verizonwrlss	71.85
3/11/2024	3/9/2024 Homegoods #0861	113.99
3/11/2024	3/9/2024 Usabluebook	681.63
3/11/2024	3/9/2024 Runnings Of Bismarck	120.98
3/11/2024	3/9/2024 Red Wing Shoe #736	184.99
3/11/2024	3/9/2024 Amzn Mktp Us	174.69
3/11/2024	3/9/2024 Amazon.Com*rn4n822n2	23.75
3/11/2024	3/9/2024 Amzn Mktp Us	218.59
3/11/2024	3/9/2024 Amzn Mktp Us	6.99
3/11/2024	3/10/2024 Delta Air	30.00
3/11/2024	3/10/2024 Lyft *ride Sun 5pm	21.59
3/11/2024	3/10/2024 Hulu 877-8244858 Ca	86.98
3/11/2024	3/10/2024 Titanhq	435.38
3/11/2024	3/10/2024 Amazon.Com*rn6ul77j2	10.79
3/11/2024	3/10/2024 Amzn Mktp Us	13.24
3/12/2024	3/10/2024 Fire Safety Usa Inc	702.85
3/12/2024	3/10/2024 Officemax/Depot 6513	66.59
3/12/2024	3/10/2024 The Home Depot #3703	143.48
3/12/2024	3/10/2024 Kwik Trip #1020	37.75
3/12/2024	3/10/2024 Cenex-Valley United Coop	40.77
3/12/2024	3/11/2024 Macs Minot, Nd	50.75
3/12/2024	3/11/2024 470 Auto Value - Minot	(18.33)
3/12/2024	3/11/2024 Target 00000851	33.96
3/12/2024	3/11/2024 Winsupply Minot Nd	33.47
3/12/2024	3/11/2024 Sp Sweepscrub.Com	103.28
3/12/2024	3/11/2024 Airxchange Inc.	3,062.92
3/12/2024	3/11/2024 Amzn Mktp Us	52.05
3/12/2024	3/11/2024 Ndrin-Nd Land Records	30.00
3/12/2024	3/11/2024 Rdoce Min 020107	92.27
3/12/2024	3/11/2024 Packtrack	140.00
3/12/2024	3/11/2024 Fastenal Company 01ndmin	8.45
3/12/2024	3/11/2024 Batteries Plus #0639	22.25
3/12/2024	3/11/2024 Petco 0625	191.85
3/12/2024	3/11/2024 Column Public Notice	68.64
3/12/2024	3/12/2024 Amzn Mktp Us	25.99
3/12/2024	3/12/2024 Amazon.Com*rn72255w1	18.51
3/13/2024	3/11/2024 Red Wing Shoes #825	200.00
3/13/2024	3/11/2024 Demco Inc	202.53
3/13/2024	3/11/2024 Menards Minot Nd	157.73
3/13/2024	3/11/2024 Officemax/Depot 6513	14.79
3/13/2024	3/11/2024 Dmv Arrowhead Shopping C	22.00
3/13/2024	3/11/2024 Rhi Supply Minot	473.55
3/13/2024	3/11/2024 Carquest Auto	109.56
3/13/2024	3/11/2024 Officemax/Depot 6513	194.27
3/13/2024	3/11/2024 Menards Minot Nd	676.88

3/13/2024	3/12/2024	Border States Industries	140.40
3/13/2024	3/12/2024	Border States Industries	140.40
3/13/2024	3/12/2024	Batteries Plus #0639	24.07
3/13/2024	3/12/2024	Batteries Plus #0639	8.64
3/13/2024	3/12/2024	Periscope Intermediate Co	2,415.00
3/13/2024	3/12/2024	Summit Fire Protection	352.00
3/13/2024	3/12/2024	Sp Voomi Supply	246.38
3/13/2024	3/12/2024	Verizonwrlss	212.50
3/13/2024	3/12/2024	Border States Industries	91.20
3/13/2024	3/12/2024	North Dakota Leagueofcit	50.00
3/13/2024	3/12/2024	Adobe Inc.	29.99
3/13/2024	3/12/2024	Municipal*service Fee	1.50
3/13/2024	3/12/2024	Amzn Mktp Us	21.99
3/13/2024	3/12/2024	General Trading Company	43.59
3/13/2024	3/12/2024	Gerdau Ameristeel Minot	199.80
3/13/2024	3/12/2024	Amazon.Com*r611s0n62	31.07
3/13/2024	3/12/2024	Dive Right In Scuba Inc	321.98
3/13/2024	3/12/2024	Usps Po 3762880701	261.90
3/13/2024	3/12/2024	Usps Po 3762880701	715.86
3/13/2024	3/12/2024	Red Wing Shoe #736	(184.99)
3/13/2024	3/12/2024	Amzn Mktp Us	15.71
3/14/2024	3/11/2024	The Computer Store	180.00
3/14/2024	3/12/2024	Menards Minot Nd	42.93
3/14/2024	3/12/2024	Rhi Supply Minot	14.09
3/14/2024	3/12/2024	Carquest Auto	26.26
3/14/2024	3/12/2024	Red Wing Shoes #825	200.00
3/14/2024	3/12/2024	Menards Minot Nd	9.72
3/14/2024	3/12/2024	Napa Parts 0027632	32.97
3/14/2024	3/12/2024	The Home Depot #3703	21.98
3/14/2024	3/12/2024	Main Electric Constructn	794.00
3/14/2024	3/12/2024	Menards Minot Nd	53.77
3/14/2024	3/12/2024	Kwik Trip #1020	37.36
3/14/2024	3/12/2024	Fedex272029150034	11.45
3/14/2024	3/13/2024	North Country Sports	421.65
3/14/2024	3/13/2024	Graybar Electric	114.84
3/14/2024	3/13/2024	Stevens 546	52.42
3/14/2024	3/13/2024	Vzwrlls*apocc Visb	40.01
3/14/2024	3/13/2024	Amazon.Com*r60zu2gf2	25.21
3/14/2024	3/13/2024	Northeastdocument	50.00
3/14/2024	3/13/2024	Northeastdocument	95.00
3/14/2024	3/13/2024	Northeastdocument	70.00
3/14/2024	3/13/2024	Northeastdocument	70.00
3/14/2024	3/13/2024	Airports Council Intl	(1,900.00)
3/14/2024	3/13/2024	Arrowhead Ace	26.99
3/14/2024	3/13/2024	B&h Photo 800-606-6969	2,385.41
3/14/2024	3/13/2024	Amzn Mktp Us	8.65
3/14/2024	3/13/2024	Amzn Mktp Us	41.15

3/14/2024	3/13/2024 Column Public Notice	257.40
3/14/2024	3/13/2024 Hach Company	84.89
3/14/2024	3/13/2024 Pollardwater.Com #3325	1,299.95
3/14/2024	3/13/2024 Winsupply Minot Nd	111.96
3/14/2024	3/13/2024 Minot Restaurant Supply	(25.00)
3/14/2024	3/13/2024 Minot Restaurant Supply	152.00
3/14/2024	3/13/2024 Amzn Mktp Us	55.92
3/14/2024	3/13/2024 Vzwlss*apocc Visb	3,463.72
3/14/2024	3/13/2024 Overhead Door Company Of	190.44
3/14/2024	3/13/2024 The Ups Store 1423	42.96
3/14/2024	3/13/2024 Amazon.Com	(1.48)
3/14/2024	3/13/2024 Baker-Taylor	602.24
3/14/2024	3/13/2024 Baker-Taylor	435.88
3/14/2024	3/13/2024 Baker-Taylor	1,524.04
3/14/2024	3/13/2024 Baker-Taylor	1,441.39
3/14/2024	3/13/2024 Amazon.Com	(1.21)
3/14/2024	3/13/2024 Loaf N Jug #0664	47.92
3/14/2024	3/14/2024 Amazon Ret* 111-377166	119.39
3/15/2024	3/13/2024 Rhi Supply Minot	47.85
3/15/2024	3/13/2024 Prairie Supply Inc	125.00
3/15/2024	3/13/2024 Sp Voomi Supply	(246.38)
3/15/2024	3/13/2024 Candlewood Suites	318.24
3/15/2024	3/13/2024 Fedex272079471664	49.27
3/15/2024	3/13/2024 Marketplace Foods S	20.99
3/15/2024	3/13/2024 Menards Minot Nd	72.96
3/15/2024	3/13/2024 Napa Parts 0027632	159.92
3/15/2024	3/13/2024 Officemax/Depot 6513	30.38
3/15/2024	3/13/2024 Walmart.Com 8009666546	92.32
3/15/2024	3/13/2024 Northern Plains Equipmen	15,925.14
3/15/2024	3/13/2024 Menards Minot Nd	9.06
3/15/2024	3/13/2024 Cenex-Express Mart	25.71
3/15/2024	3/13/2024 Menards Minot Nd	28.26
3/15/2024	3/13/2024 Candlewood Suites	318.24
3/15/2024	3/13/2024 Candlewood Suites	318.24
3/15/2024	3/14/2024 Www.Apwa.Net	150.00
3/15/2024	3/14/2024 Home Of Economy-#4	59.99
3/15/2024	3/14/2024 Holiday Stations 0454	40.00
3/15/2024	3/14/2024 Amzn Mktp Us	15.11
3/15/2024	3/14/2024 Amzn Mktp Us	12.13
3/15/2024	3/14/2024 Amzn Mktp Us	96.39
3/15/2024	3/14/2024 Amzn Mktp Us	34.02
3/15/2024	3/14/2024 Amzn Mktp Us	29.53
3/15/2024	3/14/2024 Minot Restaurant Supply	112.65
3/15/2024	3/14/2024 Amzn Mktp Us	54.88
3/15/2024	3/14/2024 Westlie Truck Center - Mi	269.63
3/15/2024	3/14/2024 Batteries Plus #0639	(56.75)
3/15/2024	3/15/2024 Zoom.Us 888-799-9666	15.99

3/18/2024	3/14/2024 American Association O	1,190.00
3/18/2024	3/14/2024 Butler Machinery Company	322.22
3/18/2024	3/14/2024 Candlewood Suites	357.00
3/18/2024	3/14/2024 Rothenbuhler Engineeri	272.05
3/18/2024	3/14/2024 Menards Minot Nd	40.69
3/18/2024	3/14/2024 Napa Parts 0027632	15.02
3/18/2024	3/14/2024 West Oaks Animal Hospital	85.00
3/18/2024	3/14/2024 Fbi Leeda Inc	350.00
3/18/2024	3/14/2024 Menards Minot Nd	74.14
3/18/2024	3/14/2024 Menards Minot Nd	85.99
3/18/2024	3/14/2024 Hyatt Regency Crystal Ci	990.54
3/18/2024	3/14/2024 Fedex272124025958	14.65
3/18/2024	3/14/2024 Softchoice Corporation	291.51
3/18/2024	3/14/2024 Collaborative Summer Libr	535.86
3/18/2024	3/15/2024 Gemar Photography	200.00
3/18/2024	3/15/2024 Cummins Inc - E9	176.80
3/18/2024	3/15/2024 Tractor-Supply-Co #0130	10.98
3/18/2024	3/15/2024 Macs Minot, Nd	10.99
3/18/2024	3/15/2024 National Registry Emt	25.00
3/18/2024	3/15/2024 Amzn Mktp Us	34.44
3/18/2024	3/15/2024 Menards Minot Nd	27.18
3/18/2024	3/15/2024 Paintless Dent Repair Spe	450.00
3/18/2024	3/15/2024 Sp Fireball Tool	1,750.00
3/18/2024	3/15/2024 Schocks Safe And Lock Se	12.09
3/18/2024	3/15/2024 Asfpm	180.00
3/18/2024	3/15/2024 Canad Inns Gf Lodging	385.20
3/18/2024	3/15/2024 Barnes&noble Papersource	(3.97)
3/18/2024	3/15/2024 Menards Minot Nd	39.98
3/18/2024	3/15/2024 Vals Cyclery	468.00
3/18/2024	3/15/2024 Carquest Auto	14.56
3/18/2024	3/15/2024 Rhi Supply Minot	110.51
3/18/2024	3/15/2024 Fedex272208562390	13.61
3/18/2024	3/15/2024 Fedex272213411800	14.47
3/18/2024	3/15/2024 Kwik Trip #1020	36.08
3/18/2024	3/15/2024 Vzwrlls*apocc Visb	440.15
3/18/2024	3/15/2024 Red Wing Shoes #825	166.49
3/18/2024	3/15/2024 Amzn Mktp Us	305.09
3/18/2024	3/15/2024 Baker-Taylor	176.83
3/18/2024	3/15/2024 Baker-Taylor	(66.45)
3/18/2024	3/15/2024 Magnet Forensics Usa	6,495.00
3/18/2024	3/16/2024 Hampton Inn Louisville	945.96
3/18/2024	3/16/2024 Lyft *ride Sat 3am	33.30
3/18/2024	3/16/2024 Delta Air	30.00
3/18/2024	3/16/2024 Amzn Mktp Us	69.94
3/18/2024	3/16/2024 Firepenny	288.09
3/18/2024	3/16/2024 Fedex272213552229	12.85
3/18/2024	3/17/2024 Best Buy 00010637	174.55

3/18/2024	3/17/2024 Vzwrlls*apocc Visb	380.01
3/18/2024	3/17/2024 National Registry Emt	25.00
3/18/2024	3/17/2024 Petsmart #2754	51.74
3/19/2024	3/12/2024 Border States Industries	(140.40)
3/19/2024	3/17/2024 Barnes & Noble #2291	26.82
3/19/2024	3/17/2024 Menards Minot Nd	24.71
3/19/2024	3/17/2024 Country Inn & Suites A	744.10
3/19/2024	3/18/2024 Cdl School Online	50.00
3/19/2024	3/18/2024 Cdl School Online	50.00
3/19/2024	3/18/2024 Cdl School Online	50.00
3/19/2024	3/18/2024 Amzn Mktp Us	17.84
3/19/2024	3/18/2024 Arrowhead Ace	29.58
3/19/2024	3/18/2024 Amzn Mktp Us	101.08
3/19/2024	3/18/2024 Minot Area Chamber	25.00
3/19/2024	3/18/2024 Minot Area Chamber	25.00
3/19/2024	3/18/2024 Magic City Garage Door	44.00
3/19/2024	3/18/2024 Acme Tools Minot	29.99
3/19/2024	3/18/2024 Petco 2605	86.51
3/19/2024	3/18/2024 Cdl School Online	69.00
3/19/2024	3/18/2024 Harbor Freight Tools3246	14.99
3/19/2024	3/18/2024 Speedway - 07016 Albertvi	36.78
3/19/2024	3/18/2024 Misu-Business Office	100.00
3/19/2024	3/18/2024 Priority Dispatch Corp	258.00
3/19/2024	3/18/2024 Eb Ndlets 2024 Confer	25.00
3/19/2024	3/18/2024 Vistaprint Corporate Solu	56.24
3/19/2024	3/18/2024 Amzn Mktp Us	19.90
3/19/2024	3/18/2024 Amazon.Com*rh4f09ny2	18.38
3/20/2024	3/18/2024 Societyforhumanresource	335.00
3/20/2024	3/18/2024 Menards Minot Nd	13.20
3/20/2024	3/18/2024 Menards Minot Nd	199.98
3/20/2024	3/18/2024 Menards Minot Nd	44.22
3/20/2024	3/18/2024 Butler Machinery Company	1,345.84
3/20/2024	3/18/2024 The Home Depot #3703	47.98
3/20/2024	3/18/2024 The Home Depot 3703	(85.08)
3/20/2024	3/18/2024 The Home Depot #3703	(54.85)
3/20/2024	3/18/2024 Menards Minot Nd	8.99
3/20/2024	3/18/2024 The Home Depot 3703	275.63
3/20/2024	3/18/2024 Softchoice Corporation	291.51
3/20/2024	3/19/2024 Linde Gas & Equipment Inc	47.56
3/20/2024	3/19/2024 Macs Minot, Nd	4.14
3/20/2024	3/19/2024 Amzn Mktp Us	7.99
3/20/2024	3/19/2024 Amzn Mktp Us	353.09
3/20/2024	3/19/2024 Nenno Products Llc	547.58
3/20/2024	3/19/2024 Maintenance Plus, Inc	3,720.00
3/20/2024	3/19/2024 Home Of Economy-#4	78.57
3/20/2024	3/19/2024 Core & Main - Nd002	75.92
3/20/2024	3/19/2024 Lowes Printing	238.15

3/20/2024	3/19/2024 In *kevins Plumbing And H	138.94
3/20/2024	3/19/2024 Usabluebook	909.00
3/20/2024	3/19/2024 At&t Payment	442.65
3/20/2024	3/19/2024 At&t Payment	305.82
3/20/2024	3/19/2024 Macs Minot, Nd	24.97
3/20/2024	3/19/2024 Sherwin Williams 703380	125.00
3/20/2024	3/19/2024 Spartan Firearms	57.00
3/20/2024	3/19/2024 Amzn Mktp Us	75.00
3/20/2024	3/19/2024 Amazon.Com*r65sv5hw1	9.58
3/20/2024	3/20/2024 Acme Tools Minot	399.98
3/21/2024	3/18/2024 Fhb Industries Inc	693.00
3/21/2024	3/19/2024 Best Western Plus Whit	86.70
3/21/2024	3/19/2024 Officemax/Depot 6513	429.00
3/21/2024	3/19/2024 Officemax/Depot 6513	188.99
3/21/2024	3/19/2024 Menards Minot Nd	55.77
3/21/2024	3/19/2024 Menards Minot Nd	49.55
3/21/2024	3/20/2024 Best Western Alexandri	95.94
3/21/2024	3/20/2024 Amazon.Com*rh2xw9gc2	19.47
3/21/2024	3/20/2024 Project Energy Savers Llc	192.00
3/21/2024	3/20/2024 B&h Photo 800-606-6969	970.00
3/21/2024	3/20/2024 Gerdau Ameristeel Minot	68.81
3/21/2024	3/20/2024 Vzwrlls*my Vz Vb P	345.30
3/21/2024	3/20/2024 Stop Stick Ltd	186.00
3/21/2024	3/20/2024 Py *swanson & Warcup, Ltd	1,012.00
3/21/2024	3/20/2024 Py *swanson & Warcup, Ltd	116.00
3/21/2024	3/20/2024 Padi Americas	230.00
3/21/2024	3/20/2024 Dfc Company Ccp	273.91
3/21/2024	3/20/2024 Amzn Mktp Us	58.09
3/21/2024	3/20/2024 Amzn Mktp Us	173.79
3/21/2024	3/20/2024 Amazon.Com	(0.01)
3/21/2024	3/20/2024 Shsnd-Admin Services	81.00
3/21/2024	3/20/2024 Cherry Lake Publishing	54.97
3/21/2024	3/20/2024 Holiday Stations 0383	40.00
3/21/2024	3/21/2024 Lego	1,423.35
3/21/2024	3/21/2024 Amzn Mktp Us	29.99
3/22/2024	3/20/2024 Carquest Auto	(0.78)
3/22/2024	3/20/2024 Menards Minot Nd	23.94
3/22/2024	3/20/2024 Officemax/Depot 6513	25.98
3/22/2024	3/20/2024 The Webstaurant Store Inc	577.56
3/22/2024	3/20/2024 Menards Minot Nd	14.58
3/22/2024	3/20/2024 Menards Minot Nd	32.98
3/22/2024	3/20/2024 Menards Minot Nd	101.37
3/22/2024	3/20/2024 Menards Minot Nd	38.84
3/22/2024	3/20/2024 Cenex-Tri Energy Coopera	41.50
3/22/2024	3/20/2024 Marathon Petro264531	63.35
3/22/2024	3/20/2024 Menards Minot Nd	45.91
3/22/2024	3/20/2024 Kwik Trip #1020	37.92

3/22/2024	3/21/2024 All American Trophies & S	72.00
3/22/2024	3/21/2024 Minot Area Chamber	25.00
3/22/2024	3/21/2024 Amazon.Com*ra9gt44r0	12.49
3/22/2024	3/21/2024 Amzn Mktp Us	54.95
3/22/2024	3/21/2024 Kfyr	2,032.00
3/22/2024	3/21/2024 Newman Signs	1,250.00
3/22/2024	3/21/2024 Intl Code Council Inc	402.00
3/22/2024	3/21/2024 Intl Code Council Inc	402.00
3/22/2024	3/21/2024 Best Buy 00010637	64.98
3/22/2024	3/21/2024 Amazon.Com*r62yh0uc1	158.00
3/22/2024	3/21/2024 North Country Sports	450.00
3/22/2024	3/21/2024 Paypal	60.00
3/22/2024	3/21/2024 Paypal	60.00
3/22/2024	3/21/2024 Column Public Notice	70.20
3/22/2024	3/21/2024 Paypal	60.00
3/22/2024	3/21/2024 Column Public Notice	498.42
3/22/2024	3/21/2024 Gerdau Ameristeel Minot	9.00
3/22/2024	3/21/2024 Column Public Notice	340.08
3/22/2024	3/21/2024 Sheepdog Guardian Cslt	50.00
3/22/2024	3/21/2024 Core & Main - Nd002	2,987.60
3/22/2024	3/21/2024 Amzn Mktp Us	41.49
3/22/2024	3/21/2024 Www.Hitsk9.Net	794.38
3/22/2024	3/21/2024 Travel Guard Group Inc	102.34
3/22/2024	3/21/2024 Atssa	217.50
3/22/2024	3/21/2024 Ferguson Entprs 3094	11.82
3/22/2024	3/21/2024 All American Trophies & S	10.00
3/22/2024	3/21/2024 Delta Air	597.20
3/22/2024	3/21/2024 Levata: Id Products	211.99
3/22/2024	3/21/2024 Amzn Mktp Us	10.85
3/22/2024	3/21/2024 Amzn Mktp Us	99.00
3/22/2024	3/21/2024 Amzn Mktp Us	53.90
3/22/2024	3/21/2024 Data Axle-Citydirectories	355.00
3/22/2024	3/21/2024 Amzn Mktp Us	67.85
3/22/2024	3/21/2024 Amazon.Com*r674y2r01	59.99
3/22/2024	3/22/2024 Amazon.Com*rh1dz7c61	54.99
3/25/2024	3/20/2024 The Computer Store	249.99
3/25/2024	3/21/2024 Napa Parts 0027632	4.95
3/25/2024	3/21/2024 Minot Daily News	574.00
3/25/2024	3/21/2024 Oevey	55.45
3/25/2024	3/21/2024 American Association O	660.00
3/25/2024	3/21/2024 The Computer Store	309.99
3/25/2024	3/21/2024 United	787.20
3/25/2024	3/21/2024 United	787.20
3/25/2024	3/22/2024 Amazon.Com*rh30j2dx2	63.98
3/25/2024	3/22/2024 Radisson Blu Fargo	278.00
3/25/2024	3/22/2024 Marathon Petro264531	30.91
3/25/2024	3/22/2024 Adobe *adobe	21.49

3/25/2024	3/22/2024 Demco Inc	169.34
3/25/2024	3/22/2024 Menards Minot Nd	44.48
3/25/2024	3/22/2024 Menards Minot Nd	48.40
3/25/2024	3/22/2024 Tyler User Conference	1,199.00
3/25/2024	3/22/2024 Grainger	81.38
3/25/2024	3/22/2024 Bound Tree Medical Llc	1,737.00
3/25/2024	3/22/2024 Canad Inns Gf Lodging	385.20
3/25/2024	3/22/2024 Ndsu-Ext Pest Pro	100.00
3/25/2024	3/22/2024 Eb Ndasro Summer Safe	25.00
3/25/2024	3/22/2024 Menards Minot Nd	20.50
3/25/2024	3/22/2024 Menards Minot Nd	41.34
3/25/2024	3/22/2024 Radisson Blu Fargo	292.00
3/25/2024	3/22/2024 Shell Oil10089583016	52.35
3/25/2024	3/22/2024 Cradlepoint	686.84
3/25/2024	3/22/2024 In *automotive Video Inno	1,495.00
3/25/2024	3/22/2024 Radisson Blu Fargo	278.00
3/25/2024	3/22/2024 Nd Dept Of Environment	50.00
3/25/2024	3/22/2024 Nd Environmental Quali	1.25
3/25/2024	3/22/2024 Amzn Mktp Us	22.94
3/25/2024	3/22/2024 Amzn Mktp Us	76.93
3/25/2024	3/22/2024 Baker-Taylor	590.72
3/25/2024	3/22/2024 Baker-Taylor	366.03
3/25/2024	3/22/2024 Cenex-Farmers Union Oil	45.68
3/25/2024	3/23/2024 Uline	4,537.47
3/25/2024	3/23/2024 Amzn Mktp Us	43.69
3/25/2024	3/23/2024 Concourse Hotel	453.93
3/25/2024	3/23/2024 Napa Parts 0027632	183.28
3/25/2024	3/23/2024 Kwik Trip #1020	42.93
3/25/2024	3/23/2024 Kwik Trip #1020	8.58
3/25/2024	3/23/2024 Fedex272504598897	32.73
3/25/2024	3/23/2024 Staples Inc	1,840.59
3/25/2024	3/23/2024 Amzn Mktp Us	774.37
3/25/2024	3/24/2024 Sheepdog Guardian Cslt	50.00
3/25/2024	3/24/2024 Smk	468.00
3/25/2024	3/24/2024 Fedex	11.10
3/25/2024	3/24/2024 Galls	86.90
3/25/2024	3/24/2024 Amzn Mktp Us	27.83
3/25/2024	3/24/2024 Amzn Mktp Us	163.23
3/26/2024	3/24/2024 Country Inn & Suites A	744.10
3/26/2024	3/25/2024 Hach Company	113.00
3/26/2024	3/25/2024 Att	367.81
3/26/2024	3/25/2024 La Police Gear Inc	92.15
3/26/2024	3/25/2024 La Police Gear Inc	234.83
3/26/2024	3/25/2024 Tractor-Supply-Co #0130	62.97
3/26/2024	3/25/2024 Att	767.54
3/26/2024	3/25/2024 Spi*directv Service	164.98
3/26/2024	3/25/2024 Efile/Formstax	7.95

3/26/2024	3/25/2024 Minot Area Chamber	50.00
3/26/2024	3/25/2024 Att	50.97
3/26/2024	3/25/2024 Minot Area Chamber	50.00
3/26/2024	3/25/2024 Grainger	146.00
3/26/2024	3/25/2024 Att	193.82
3/26/2024	3/25/2024 Core & Main - Nd002	60.25
3/26/2024	3/25/2024 Att	1,081.83
3/26/2024	3/25/2024 Amzn Mktp Us	55.96
3/26/2024	3/25/2024 Factory Motor Parts (93)	227.88
3/26/2024	3/25/2024 Marketplace Foods	75.98
3/26/2024	3/25/2024 Att	183.76
3/26/2024	3/25/2024 Nenno Products Llc	126.13
3/26/2024	3/25/2024 Amzn Mktp Us	29.99
3/26/2024	3/25/2024 Amzn Mktp Us	7.98
3/26/2024	3/25/2024 Amzn Mktp Us	155.42
3/26/2024	3/25/2024 Amzn Mktp Us	9.95
3/26/2024	3/25/2024 Amzn Mktp Us	14.00
3/26/2024	3/25/2024 Amazon.Com*ra4iv3dv0	10.98
3/26/2024	3/25/2024 Amzn Mktp Us	29.98
3/26/2024	3/25/2024 Amzn Mktp Us	6.99
3/26/2024	3/25/2024 Amzn Mktp Us	15.99
		\$ 251,202.93

BUDGETED 2024 GENERAL FUND ADMINISTRATIVE AND OVERHEAD CHARGES

Charge these funds:

100	Airport		\$ 27,082.17
120	Cemetery		4,865.58
125	Parking Authoirty		376.25
130	Garbage		
		Collection	21,274.42
		Landfill	30,171.00
140	Water/Sewer		
		Storm Sewer Maintenance	11,885.75
		Water Supply	61,993.66
		Water Distribution	42,874.00
		Sewer	27,438.83
		Utility Billing	6,772.42
150	Renaissance Parking Ramp		381.42
150	Central Parking Ramp		381.42
205	Public Transportation		8,166.75
210	Library		8,796.00
		Total Transferred	<u><u>\$ 252,459.67</u></u>

Electronic Payments:

AFLAC	-
BCBS	527,017.65
BCBS Rebate	-
Federal Tax Withholding	-
Deferred Comp	12,977.15
NDPERS	173,376.97
Empower	36,486.75
Verendrye	63,799.84
Montana Dakota Utilities	37,713.99
Xcel Energy	182,370.64
Discovery Benefits	11,500.01
ADP Payroll taxes wire 3/15/24	144,273.19
ADP Payroll Wage garnishment 3/15/24 and 03/28/24	13,699.34
ADP Payroll Taxes wire Alderman	-
ADP Payroll Taxes wire Pension	-
State Treasurer	-
Stop payment Check # 299753	30.00
Stop payment Check # 299905	30.00
CFP-ASA interest	-
ADP FEES ADP PAYROLL FEES CCD 925029963318	20,705.28

Total

#####



TO: Mayor Tom Ross
Members of the City Council

FROM: Mikayla McWilliams

DATE: April 1, 2024

SUBJECT: ALCOHOLIC BEVERAGE LICENSE

I. RECOMMENDED ACTION

It is recommended City Council approve the Retail Beer license for Brake Time (810 N Broadway).

II. DEPARTMENT CONTACT PERSONS

John Klug, Chief of Police	857-9800
Mikayla McWilliams, City Clerk	857-4752

III. DESCRIPTION

A. Background

In order to renew an alcoholic beverage license, an application must be submitted for review by the Police Department and inspections are done by the Building Official and Fire Marshal. Complete renewal applications approved by the Police Chief.

Brake Time will be purchasing the Loaf 'N' Jug. The new owners have completed the application and will be contacting the City of Minot with a closing date. The City of Minot will issue the license based off the closing date.

B. Proposed Project

N/A

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

B. Service/Delivery Impact:

C. Fiscal Impact:

The fees vary depending on the type of license and are deposited into the appropriate general fund revenue account.

V. CITY COUNCIL ASPIRATIONS

The Safe and Welcoming aspiration aligns with this process by ensuring each license holder follows the City of Minot and State of ND laws pertaining to alcohol licensing.

VI. ALTERNATIVES

VII. The City Council could deny a license application if there is reasonable cause to do so, and the establishment would not be permitted to sell alcohol until obtaining a local alcoholic beverage license.

VIII. TIME CONSTRAINTS

The new owners are looking at an upcoming closing date on the business and would like to continue with business as usual.

IX. LIST OF ATTACHMENTS



TO: Mayor Tom Ross
Members of the City Council

FROM: Mikayla McWilliams

DATE: April 1, 2024

SUBJECT: ALCOHOLIC BEVERAGE LICENSE

I. RECOMMENDED ACTION

It is recommended City Council approve the Supper Club license for the period of April 1, 2024 through December 31, 2024 for Minot Hot Tots.

II. DEPARTMENT CONTACT PERSONS

John Klug, Chief of Police	857-9800
Mikayla McWilliams, City Clerk	857-4752

III. DESCRIPTION

A. Background

In order to renew an alcoholic beverage license, an application must be submitted for review by the Police Department and inspections are done by the Building Official and Fire Marshal. Complete renewal applications approved by the Police Chief.

The City of Minot has approved a Retail Beer and Wine license for the Minot Hot Tots for 2024. The Minot Hot Tots approached the City of Minot wanting a Supper Club license in order to sell ready-to-go drinks.

B. Proposed Project

N/A

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

B. Service/Delivery Impact:

C. Fiscal Impact:

The fees vary depending on the type of license and are deposited into the appropriate general fund revenue account.

V. CITY COUNCIL ASPIRATIONS

The Safe and Welcoming aspiration aligns with this process by ensuring each license holder follows the City of Minot and State of ND laws pertaining to alcohol licensing.

VI. ALTERNATIVES

The City Council could deny the Supper Club license and the Minot Hot Tots would still have the Retail Beer and Wine license.

VII. TIME CONSTRAINTS

The Hot Tot season begins the end of May 2024.

VIII. LIST OF ATTACHMENTS



TO: Mayor Tom Ross
Members of the City Council

FROM: Mikayla McWilliams, City Clerk

DATE: April 1, 2024

SUBJECT: GAMING SITE AUTHORIZATION

I. RECOMMENDED ACTION

It is recommended City Council approve the following organizations to conduct games of chance at the following locations:

Companions for Children (April 20, 2024)

- Grand Hotel (1505 N Broadway)

Minot Junior Golf Association (April 1, 2024 through June 30, 2024)

- Trappers Lounge (2401 Elk Drive) Ownership change

II. DEPARTMENT CONTACT PERSONS

John Klug, Police Chief	857-9800
Mikayla McWilliams, City Clerk	857-4752

III. DESCRIPTION

Background

Site approval by the City Council is required as a precondition to obtain a state games of chance license. Each organization submits documentation annually in order to conduct games of chance at locations throughout the city of Minot. These organizations have submitted documentation and received approval from the Police Chief.

IV. IMPACT:

Fiscal Impact:

The City of Minot receives \$100 per site authorization, which is deposited into the appropriate general fund revenue account.

V. ALTERNATIVES

The City Council could deny an application if there is reasonable cause to do so and the establishment would not be permitted to conduct games of chance.

VI. TIME CONSTRAINTS

Site authorizations must be approved in a timely manner in order for organizations to submit their approved gaming form to the Attorney General's Office.

VII. LIST OF ATTACHMENTS

- A. None



TO: Mayor Tom Ross
Members of the City Council

FROM: Stephen Joersz, PE, PTOE, Traffic Engineer

DATE: April 1, 2024

SUBJECT: MI-5 STREETLIGHT REPLACEMENT PROCUREMENT AWARD OF BID (4839)

I. RECOMMENDED ACTION

1. Recommend council approve the bid from Main Electric Construction Inc. in the amount of \$76,307.00 for an MI-5A Streetlight Replacements.

II. DEPARTMENT CONTACT PERSONS

Lance Meyer, City Engineer	(701) 857-4100
Stephen Joersz, Traffic Engineer	(701) 857-4100

III. DESCRIPTION

A. Background

Due to product quality issues, the streetlights as part of flood control project MI-5 and moving forward have switched to a different manufacturer. This procurement is to replace the excess MI-1 streetlight material that were designated to be used for MI-5. The procurement is for 5 short and 8 tall decorative streetlights poles and luminaires. The Traffic Division has already utilized a portion of the excess MI-1 streetlight material.

B. Proposed Project

On March 26, 2024, bids were opened for MI-5 streetlight procurement. A tabulation of the bids is as follows:

<u>Bidder</u>	<u>Base Bid</u>
Main Electric Construction Inc	\$ 76,307.00
Gefroh Electric Inc.	\$ 86,416.42

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

The Traffic Division strives to keep roadway streetlighting well maintained. The conversion of MI-5 streetlight manufacturer will enable staff to keep streetlighting quality at a high standard.

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

Project Costs

Low Bid for Streetlight Procurement \$ 76,307.00

Project Funding

Funding in the amount of \$130,000 was budgeted in 2024 for the MI-5A streetlight replacement procurement.

Traffic Division (10037000) – Signals and Lighting (44505)

V. CITY COUNCIL ASPIRATIONS

This item achieves the aspirations of safe and welcoming and excellent and connected.

VI. ALTERNATIVES

- A. The City Council could choose not to award the MI-5 streetlight replacement procurement bid. Staff will then need to determine how to replenish already utilized MI-1 excess material. Product quality issues may still arise with the streetlight equipment.

VII. TIME CONSTRAINTS

Awarding the contract in a timely manner.

VIII. LIST OF ATTACHMENTS

- A. N/A



TO: Mayor Tom Ross
Members of the City Council

FROM: Stephen Joersz, P.E., P.T.O.E., Traffic Engineer

DATE: April 1, 2024

SUBJECT: 2023 PAVEMENT MARKINGS – FINAL PAYMENT (4718)

I. RECOMMENDED ACTION

1. Approve the final payment of \$ 234,796.18 to be paid to West River Striping Company.

II. DEPARTMENT CONTACT PERSONS

Lance Meyer, City Engineer	(701) 857-4100
Stephen Joersz, Traffic Engineer	(701) 857-4100

III. DESCRIPTION

A. Background

This is the annual maintenance project to stripe pavement markings throughout the City's streets. This project maintains all pavement markings on all of the City of Minot roads.

B. Proposed Project

Work for this project will take place during the summer month with substantial completion on September 15, 2023.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

N/A

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

This project will be paid for with Traffic Department budgeted funds.

Project Costs

Engineer's Estimate	\$ 226,398.99
Contractor's Low Bid	\$ 225,728.75

Final Construction Contract with Change Orders \$ 234,796.18

V. CITY COUNCIL ASPIRATIONS

This item achieves the aspirations of Safe and Welcoming.

VI. ALTERNATIVES

N/A

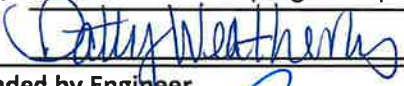
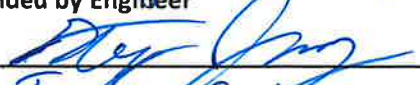
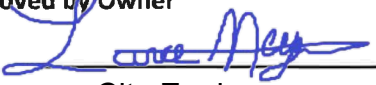
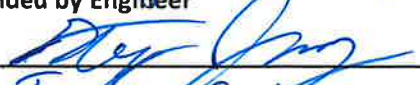
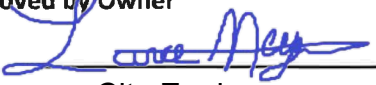
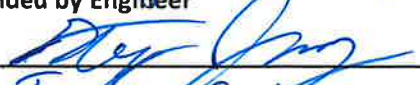
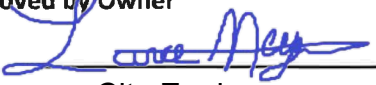
VII. TIME CONSTRAINTS

- A. None except timely payment to contractor for services provided.

VIII. LIST OF ATTACHMENTS

- A. Final Pay App and Change Orders

Contractor's Application for Payment

Owner: <u>City of Minot</u>	Owner's Project No.: <u>4718</u>																								
Engineer: <u>Traffic Engineer</u>	Engineer's Project No.: <u>4718</u>																								
Contractor: <u>West River Striping, Inc.</u>	Contractor's Project No.: _____																								
Project: <u>2023 Pavement Markings</u>																									
Contract: <u>2023 Pavement Markings</u>																									
Application No.: <u>1</u> Application Date: <u>2/23/2024</u>																									
Application Period: From <u>5/15/2023</u> to <u>9/29/2023</u>																									
<table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 70%;">1. Original Contract Price</td><td style="width: 30%; text-align: right;">\$ 225,728.75</td></tr><tr><td>2. Net change by Change Orders</td><td style="text-align: right;">\$ 9,067.43</td></tr><tr><td>3. Current Contract Price (Line 1 + Line 2)</td><td style="text-align: right;">\$ 234,796.18</td></tr><tr><td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td><td style="text-align: right;">\$ 234,796.18</td></tr><tr><td>5. Retainage</td><td></td></tr><tr><td> a. <u>0%</u> X \$ 234,796.18 Work Completed</td><td style="text-align: right;">\$ -</td></tr><tr><td> b. _____ X \$ - Stored Materials</td><td style="text-align: right;">\$ -</td></tr><tr><td> c. Total Retainage (Line 5.a + Line 5.b)</td><td style="text-align: right;">\$ -</td></tr><tr><td>6. Amount eligible to date (Line 4 - Line 5.c)</td><td style="text-align: right;">\$ 234,796.18</td></tr><tr><td>7. Less previous payments (Line 6 from prior application)</td><td></td></tr><tr><td>8. Amount due this application</td><td style="text-align: right;">\$ 234,796.18</td></tr><tr><td>9. Balance to finish, including retainage (Line 3 - Line 4)</td><td style="text-align: right;">\$ -</td></tr></table>		1. Original Contract Price	\$ 225,728.75	2. Net change by Change Orders	\$ 9,067.43	3. Current Contract Price (Line 1 + Line 2)	\$ 234,796.18	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 234,796.18	5. Retainage		a. <u>0%</u> X \$ 234,796.18 Work Completed	\$ -	b. _____ X \$ - Stored Materials	\$ -	c. Total Retainage (Line 5.a + Line 5.b)	\$ -	6. Amount eligible to date (Line 4 - Line 5.c)	\$ 234,796.18	7. Less previous payments (Line 6 from prior application)		8. Amount due this application	\$ 234,796.18	9. Balance to finish, including retainage (Line 3 - Line 4)	\$ -
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9. Balance to finish, including retainage (Line 3 - Line 4)	\$ -																								
Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																									
Contractor: <u>West River Striping Company</u>																									
Signature: <u></u>	Date: <u>03-27-2024</u>																								
<table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 50%; vertical-align: top;">Recommended by Engineer</td><td style="width: 50%; vertical-align: top;">Approved by Owner</td></tr><tr><td style="vertical-align: top;">By: <u></u></td><td style="vertical-align: top;">By: <u></u></td></tr><tr><td style="vertical-align: top;">Title: <u>Traffic Engineer</u></td><td style="vertical-align: top;">Title: <u>City Engineer</u></td></tr><tr><td style="vertical-align: top;">Date: <u>03/27/24</u></td><td style="vertical-align: top;">Date: <u>3/27/2024</u></td></tr></table>		Recommended by Engineer	Approved by Owner	By: <u></u>	By: <u></u>	Title: <u>Traffic Engineer</u>	Title: <u>City Engineer</u>	Date: <u>03/27/24</u>	Date: <u>3/27/2024</u>																
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By: <u></u>	By: <u></u>																								
Title: <u>Traffic Engineer</u>	Title: <u>City Engineer</u>																								
Date: <u>03/27/24</u>	Date: <u>3/27/2024</u>																								

Contractor's Application for Payment

Owner's Project No.:	4718
Engineer's Project No.:	4718
Contractor's Project No.:	

Application Date: 02/23/24		J	K	L
		Work Completed and Materials Stored to Date (H + I)	% of Value of Item (J / F)	Balance to Finish (F - J)
		(\$)	(%)	(\$)
		15,000.00	100%	
		71,814.62	100%	
		14,485.40	100%	
		6,600.25	100%	
		9,074.70	100%	
		24,044.13	100%	
		33,511.60	100%	
		2,924.33	100%	
		3,900.00	100%	
		16,137.00	100%	
		197,492.03	100%	\$

Progress Estimate - Unit Price Work

Owner:	City of Minot	Owner's Project No.:	4718
Engineer:	Traffic Engineer	Engineer's Project No.:	4718
Contractor:	West River Striping, Inc.	Contractor's Project No.:	
Project:	2023 Pavement Markings		
Contract:	2023 Pavement Markings		

Contractor's Application for Payment

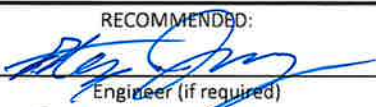
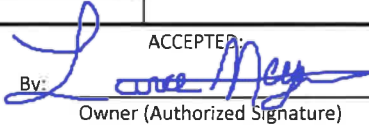
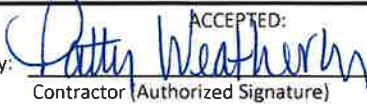
Application No.: 1		Application Period: From 05/15/23 to 09/29/23				Application Date: 02/23/24					
A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (I / F) (%)	Balance to Finish (F - I) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Change Orders											
13	6IN THERMOPLASTIC PVMT MK LINE - GROOVED WHITE	1,410.00	LF	8.25	11,632.50	1,410.00	11,632.50		11,632.50	100%	
14	24IN THERMOPLASTIC PVMT MK LINE - GROOVED WHITE	605.50	LF	39.87	24,141.29	605.50	24,141.29		24,141.29	100%	
15	THERMOPLASTIC PVMT MK MESSAGE - GROOVED WHITE	54.00	SF	28.34	1,530.36	54.00	1,530.36		1,530.36	100%	
Change Order Totals					\$	37,304.15		\$	37,304.15	100%	\$
Original Contract and Change Orders											
Project Totals					\$	234,796.18		\$	234,796.18	100%	\$

Date of Issuance:	3/24/2024	Effective Date:	3/24/2024
Owner:	City of Minot	Owner's Contract No.:	4718
Contractor:	Traffic Engineer	Contractor's Project No.:	
Engineer:	West River Striping, Inc.	Engineer's Project No.:	4718
Project:	2023 Pavement Markings	Contract Name:	2023 Pavement Markings

The contract is modified as follows upon execution of this Change Order:
Add bid item for 6In Thermo Pvmt Mk Line, 24In Thermo Pvmt Mk Line and Thermo Pvmt Mk Message
Review quantities for 4In Epoxy Pvmt Mk Line - Yellow and 4In Epoxy Pvmt Mk Line - White

Attachments: Exhibit A

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price \$ 225,728.75	Original Contract Times: Substantial Completion: <u>September 15, 2023</u> Ready for Final Payment: <u>September 29, 2023</u> days or dates
Increase from previously approved Change Orders No. <u>0</u> to No. <u>0</u> : \$ 0.00	Increase from previously approved Change Orders No. <u>0</u> to No. <u>0</u> : Substantial Completion: <u>September 15, 2023</u> Ready for Final Payment: <u>September 29, 2023</u> Dates
Contract Price prior to this Change Order: \$ 225,728.75	Contract Times prior to this Change Order: Substantial Completion: <u>September 15, 2023</u> Ready for Final Payment: <u>September 29, 2023</u> days or dates
Increase of this Change Order: \$ 30,881.18	Increase of this Change Order: Substantial Completion: <u>September 15, 2023</u> Ready for Final Payment: <u>September 29, 2023</u> days or dates
Contract Price incorporating this Change Order: \$ 256,609.93	Contract Times with all approved Change Orders: Substantial Completion: <u>September 15, 2023</u> Ready for Final Payment: <u>September 29, 2023</u> days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By:  Engineer (if required)	By:  Owner (Authorized Signature)	By:  Contractor (Authorized Signature)
Title: <u>Traffic Engineer</u>	Title: <u>City Engineer</u>	Title: <u>Controller</u>
Date: <u>03-27-24</u>	Date: <u>3/27/2024</u>	Date: <u>03-27-2024</u>

**EXHIBIT A
CHANGE ORDER 1**

DESCRIPTION OF CHANGES

Item No. & Description

		Plan	Unit	Change in	New Plan	Decrease in	Increase in
		Quantity	Price	Quantity	Quantity	Contract Price	Contract Price
2.	4IN Epoxy Pvmt Mk Line - Yellow	LF	102,799	\$0.67	951	103,750	\$637.00
3.	4IN Epoxy Pvmt Mk Line - White	LF	33,094	\$0.67	7,207	40,300	\$4,828.36
13.	6IN Thermoplastic Pvmt Mk Line - Grooved White	LF	-	\$8.25	1,042	1,042	\$8,596.50
14.	24IN Thermoplastic Pvmt Mk Line - Grooved White	LF	-	\$39.87	392	392	\$15,629.04
15.	Thermoplastic Pvmt Mk Message - Grooved White	SF	-	\$28.34	42	42	\$1,190.28

TOTAL \$ \$30,881.18

NET CHANGE IN CONTRACT PRICE \$ 30,881.18

Date of Issuance: 3/25/2024 Effective Date: 3/25/2024
Owner: City of Minot Owner's Contract No.: 4718
Contractor: Traffic Engineer Contractor's Project No.:
Engineer: West River Striping, Inc. Engineer's Project No.: 4718
Project: 2023 Pavement Markings Contract Name: 2023 Pavement Markings

The contract is modified as follows upon execution of this Change Order:
Description: Balancing Contract Quantity to equal Final Quantity Installed

Attachments: Exhibit A

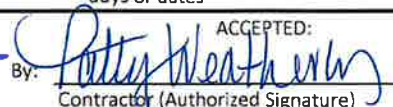
CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price \$ 225,728.75	Original Contract Times: Substantial Completion: September 15, 2023 Ready for Final Payment: September 29, 2023 days or dates
Increase from previously approved Change Orders No. 1 to No. 1 : \$ 30,881.18	Increase from previously approved Change Orders No. 0 to No. 0 : Substantial Completion: September 15, 2023 Ready for Final Payment: September 29, 2023 Dates
Contract Price prior to this Change Order: \$ 256,609.93	Contract Times prior to this Change Order: Substantial Completion: September 15, 2023 Ready for Final Payment: September 29, 2023 days or dates
Decrease of this Change Order: \$ (21,813.74)	Decrease of this Change Order: Substantial Completion: September 15, 2023 Ready for Final Payment: September 29, 2023 days or dates
Contract Price incorporating this Change Order: \$ 234,796.18	Contract Times with all approved Change Orders: Substantial Completion: September 15, 2023 Ready for Final Payment: September 29, 2023 days or dates
RECOMMENDED: By:  Engineer (if required) Title: Traffic Engineer Date: 03-27-24	ACCEPTED: By:  Owner (Authorized Signature) Title: City Engineer Date: 3/27/2024
	ACCEPTED: By:  Contractor (Authorized Signature) Title: Controller Date: 03-27-2024

EXHIBIT A
FINAL BALANCING CHANGE ORDER

DESCRIPTION OF CHANGES

<u>Item No. & Description</u>	<u>Unit</u>	<u>Plan Quantity</u>	<u>Unit Price</u>	<u>Installed Quantity</u>	<u>Difference</u>	<u>Decrease in Contract Price</u>	<u>Increase in Contract Price</u>
1 MOBILIZATION	LS	1	15,000.00	1	0		
2 4IN EPOXY PVMT MK LINE - YELLOW	LF	103,750	0.67	107,186	3,436		\$2,302.12
3 4IN EPOXY PVMT MK LINE - WHITE	LF	40,300	0.67	21,620	-18,680	-\$12,515.60	
4 6IN EPOXY PVMT MK LINE - WHITE	LF	2,233	4.25	1,553	-680	-\$2,890.00	
5 8IN EPOXY PVMT MK LINE - WHITE	LF	4,935	1.35	6,722	1,787		\$2,412.01
6 24IN EPOXY PVMT MK LINE - WHITE	LF	2,936	13.41	1,793	-1,143	-\$15,320.93	
7 EPOXY PVMT MK MESSAGE ARROWS - WHITE	SF	1,560	15.92	2,105	545		\$8,676.40
8 DOWNTOWN DIAGONAL PARKING 4IN EPOXY PVMT MK LINE - BL	LF	216	12.77	229	13		\$166.01
9 DOWNTOWN PARKING EPOXY HANDICAP STALL MARKING - BLUE	EA	6	650.00	6	0		
10 NON-GROOVED CONTRAST EPOXY PVMT MESSAGE ARROWS - W	SF	544	25.64	-544	-544	-\$13,948.16	
11 OBLITERATION - LONG LINE	LF	15,135	0.99	16,300	1,165		\$1,153.35
12 OBLITERATION - ARROWS	LF	544	6.87	-544	-544	-\$3,737.28	
13 6IN THERMOPLASTIC PVMT MK LINE - GROOVED WHITE	LF	1,042	8.25	1,410	368		\$3,036.00
14 24IN THERMOPLASTIC PVMT MK LINE - GROOVED WHITE	LF	392	39.87	605.5	214		\$8,512.26
15 THERMOPLASTIC PVMT MK MESSAGE - GROOVED WHITE	SF	42	28.34	54	12		\$340.08

TOTAL -\$48,411.97 \$26,598.22

NET CHANGE IN CONTRACT PRICE \$ (21,813.74)



TO: Mayor Thomas Ross
Members of the City Council

FROM: Jason Sorensen, Utilities Director

DATE: April 1, 2024

SUBJECT: RENEWAL OF BUS ADVERTISING CONTRACT WITH JL BEERS

I. RECOMMENDED ACTION

1. Recommend council renew an advertising agreement with ZZ Food Group, LLC, DBA JL Beers to advertise on the sides of one transit bus and,
2. Authorize the mayor to sign the agreement.

II. DEPARTMENT CONTACT PERSONS

Jason Sorenson, Utilities Director	857-4140
Brian Horinka, Transit Superintendent	857-4140

III. DESCRIPTION

A. Background

There has been an advertising contract in place with ZZ Food Group, LLC, DBA JL Beers since April 2016. The contract will be renewed for a 1-year period beginning April 1, 2024 through March 31, 2025.

IV. IMPACT:

A. Strategic Impact:

N/A

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

The net income to the city from this advertising source will be \$7,800.00 per year.

V. CITY COUNCIL ASPIRATIONS

This project will be able to meet all of the council's aspirations.

VI. ALTERNATIVES

N/A

VII. TIME CONSTRAINTS

Council's approval of this renewal will insure a continuous advertising revenue stream for the next 12 months from this income source.

VIII. LIST OF ATTACHMENTS

- A. Agreement for Advertising with JL Beers

ZZ Food group AGREEMENT FOR TRANSIT ADVERTISING

THIS AGREEMENT is made, executed, and entered into effective the 1st day of April 2024 by and between **THE CITY OF MINOT, NORTH DAKOTA**, a municipal corporation, hereinafter referred to as “City” and ZZ Food Group, LLC, DBA JL Beers hereinafter referred to as “Contractor”.

Section 1 - Recitals

City and Contractor agree that this Agreement herein is made in accordance with the following recitals:

Subsection A. City is the owner of certain transit vehicles which operate as part of the Minot area transit system and desires to allow Contractor, to utilize said transit vehicles for the purpose of exterior display of advertising materials in accordance with the terms and conditions set forth herein.

Subsection B. City and Contractor agree that the performance of this Agreement is necessarily contingent upon continued federal, state and local funding of City’s operation of transit vehicles as a part of the Minot area transit system.

Subsection C. City and Contractor agree that it is mutually advantageous for them to set forth their respective obligations and agreements in their entirety in writing in this Agreement.

Section 2 - Term

The contract shall be for an initial term of **one (1) year commencing on April 1, 2024 and continuing for a period of twelve (12) months**, at which time may be renewed, year by year upon agreement of both parties.

Section 3 - Advertising Fee

City and Contractor agree that the fee for Contractor advertising on the City’s transit vehicles shall be determined in accordance with the following.

Subsection A - Fee The Contractor agrees to pay to the City \$650/month/Bus for the thirty six-month term of the contract, for advertising utilized on both sides of one transit bus in the City of Minot, based on the fee structure outlined in Appendix #2 and based upon the fleet inventory, as the same may change from time to time. The current fleet inventory as of the effective date of this agreement is attached as Appendix #3.

Payments shall be made monthly. The City shall provide an invoice by the 15th of each month with payment due no later than the last day of that month. All payments shall be

made to City at the following address: **Public Works Department, City of Minot, PO Box 5006, Minot, ND 58702** and shall specify by reference that said payment is applicable to the Transit Department. The obligation of Contractor to make payments shall be absolute and unconditional in all events notwithstanding any dispute between City and Contractor or between Contractor and any other person or entity. Contractor shall make all payments required hereunder when due and shall not withhold any payment pending final resolution of such dispute nor shall Contractor assert any right of set off or counterclaim against its obligation to make such payments.

Contractor shall be responsible for any damages to the buses due to wrap installation or removal as per Section 15 of this agreement.

Subsection B - Suspension of Work. In the event of a temporary service interruption for more than two (2) weeks by fifty percent (50%) or more of City's buses by reason of a labor dispute, fire, act of God, or other public emergency, the payments shall be reduced proportionately for the period of service interruption.

Section 4 - Conditions

City and Contractor agree that Contractor shall be allowed to utilize the City's transit vehicles under this Agreement for the purpose of exterior display of advertising materials to the following conditions:

Subsection A - Advertisement Subject to Approval. The size, form, wording, illustration, and style of all advertisements to be placed on City's transit vehicles pursuant to this Agreement shall at all times be subject to the advance approval of the City, and the City reserves the right to reject any advertisement. Any advertisement of an objectionable character which is placed in or on a transit vehicle shall be immediately removed by Contractor at the request of the City at the expense of Contractor. City and Contractor hereby agree to certain restrictions as to advertising and a list of preapproved advertisers which are set forth in Appendix #1 which is attached to and incorporated by reference in this Agreement as if set forth in full. It is agreed between City and Contractor that this Appendix may from time to time be amended by the City at City's sole and exclusive discretion.

Subsection B - Advertising Space. City shall make available to Contractor exterior space for the purpose of displaying advertising wraps. Should there remain advertising space which is unsold; the City may utilize this space for public spirited messages which expense shall be borne by the City or the party displaying the message. If the City does not use the unused space for public spirited messages, Contractor may use the space for public spirited messages which expense shall be borne by Contractor or the party displaying the message. This contract shall not apply to advertising within the interior of the bus and the City retains all rights with respect to such interior advertising or advertising on any other exterior portions of the bus. The City also retains all rights with respect to exterior advertising on buses not utilized by the Contractor as per this contract.

The Contractor at the sole and exclusive expense of the Contractor shall install any vinyl wrap advertising on the bus. No part of said wrap can cover the side or front destination signs, or any windows or mirrors utilized by the driver including, specifically, rear windows on paratransit vehicles and windows on the front door and the first window on the passenger loading side next to the front door on fixed-route buses. Any vinyl wraps placed over side windows of the bus must allow passengers to be able to clearly see out the windows. The City has the right to request the vinyl wrap be removed or adjusted to provide access to areas of the bus for safety and maintenance purposes. Any bus wrap or advertisement that covers or obscures view of City identified information or transit information must include such information on the wrap. Bus wraps shall not be placed over any mechanical apparatus or access in such a way that it would limit the function of that item or access to it. For mechanical access panels, doors, fluid caps, et cetera, any advertising application must be cut out in such a way that the access panels are easily accessible.

All advertisements shall be maintained by the Contractor to retain a pleasant, neat and clean appearance. The City may request the Contractor to repair or replace advertisements that the City deems to be unkempt, peeling, faded or the like. Any repairs or replacements will be scheduled within two (2) weeks of receipt of a written request from the City, such repairs or replacements shall be at the sole and exclusive expense of the Contractor. Contractor will endeavor to promptly remove dated advertisements, such as ads for events that have expired or already occurred. Repairs will be made by Contractor or their agent at the City of Minot Public Works Bus Department.

Subsection C - Access to Vehicles. For the purposes of ad placement, the Contractor shall be provided access to transit vehicles at the City's garage facility during reasonable hours, based on fleet availability to meet route service. The Contractor is required to give the City garage personnel at least three (3) days advance notice of the date, bus unit number, and number of hours needed for ad placement.

Subsection D - of Bus Wrap Material. Upon termination of the agreement, or upon expiration of the term of this agreement, any bus wrap material shall immediately be removed by Contractor at the contractors cost within ten (10) working days of the termination or expiration of this agreement.

Subsection E – Condition of Advertising Wrap. If it is determined by the Minot Transit Superintendent that the bus wrap has deteriorated to a condition that requires the wrap to be repaired or replaced the advertising client (ZZ Food Group, LLC) may either:

- 1) Replace the wrap at the advertising client's expense and sign a 3-year (36 month) contract extension.
- 2) Be allowed to terminate the current contract without fee or penalty.

Section 5 - Default

If either party hereto shall default in the performance of any of the terms and conditions of this Agreement, then the other party may terminate this Agreement by giving the defaulting party a written notice of intention to terminate thirty (30) days in advance of the actual date of termination. Upon termination of this Agreement, as provided for herein, only upon request of the City the defaulting party shall immediately remove all advertising placards and wraps placed on City's transit vehicles pursuant to this Agreement from such vehicles, and, on the failure of the defaulting party promptly to remove such placards and wraps, the party terminating this Agreement may remove them at the expense of the defaulting party.

Section 6 - Termination

All advertising contracts between the Contractor and City will expire thirty-six months from the time the advertisement is first available on the transit bus unless renewed prior to this time. Contracts may also be terminated pursuant to Section 5, or if the following arise:

Subsection A - Insufficient Federal, State, or Local Funding. City shall have the right to terminate this Agreement in the event the City Council of the City of Minot determines at any time insufficient federal, state, or local funding exists for the City to operate its transit vehicles as part of the Minot area transit system.

Subsection B - Legal Impossibilities/Regulatory Prohibition. City shall have the right to terminate this Agreement in the event the City Council of the City of Minot determines at any time not to operate transit vehicles as part of the Minot area transit system due to legal impossibilities or regulatory prohibitions imposed by state or federal agencies or commission.

Subsection C - Best Interest of City. City shall have the right to terminate this Agreement in the event the City Council of the City of Minot determines at any time that it is not in the best interest of the City to operate its transit vehicles as part of the Minot area transit system.

Section 7 - Compliance with Laws and Regulation

Contractor accepts this Agreement subject to all federal, state and municipal laws and regulations with respect to the advertising matter to be displayed. In the event such advertising becomes illegal or a request is received to terminate the advertising from any federal, state or local agency or commission, City reserves the right to terminate same.

Section 8 - Indemnification

Contractor agrees to indemnify and save harmless the City from and against all liability, damages, penalties, judgments, or claims of whatever nature arising from injury to person or property sustained by anyone arising out of Contractor's utilization of City's transit vehicles for

displaying advertising materials, including claims for infringement of trademarks, trade names, copyrights, invasion of rights of privacy, defamation, illegal competition or unfair trade practices.

Section 9 - Assignment

Contractor shall not by operation of law or otherwise assign any of its obligations, duties, or responsibilities under this Agreement to any other person, party or entity without City's prior written consent in each instance.

Section 10 - Successors and Assigns

City and Contractor agree that this Agreement shall be binding upon and inure to the benefit of the successors and assigns of the parties there in any statutes, regulations, ordinances, City Code provisions, or City Charter provisions applicable thereto.

Section 11 - Written Notices of Other Correspondence

Any written notice or other correspondence to be provided by or between the City and Contractor in accordance with this Agreement shall be either hand delivered or mailed by registered or certified mail to the following addresses:

City: City of Minot – Public Works
 Brian Horinka, Transit Superintendent
 PO Box 5006
 515 2nd Ave. SW
 Minot, ND 58702

Contractor: ZZ Food Group, LLC DBA JL Beers
 2001 22nd Ave. SW
 Minot, ND 58701

Section 12 - Waiver of Default

Any waiver by City or Contractor of a default under the provisions of this Agreement shall not operate or be construed as a waiver of a subsequent default. No waiver shall be valid unless reduced to writing and signed by each of the parties.

Section 13 - Invalidity of Provisions

If any term or provision of this Agreement or any application hereof to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected hereby and each term and provision of the Agreement shall be valid and be enforced to the fullest extent permitted by law.

Section 14 - Entire Agreement

This Agreement herein contains the entire and only agreement between the City and Contractor and no oral statements or representations or prior written matter not contained in this Agreement shall have any force or effect. This Agreement shall not be modified in any way except in writing executed by both City and Contractor.

Section 15 - Damages

Contractor shall be responsible for any damage to buses from installation or removal of wraps, such as but not limited to paint removed or damaged, windows and rubber gaskets cut or damaged or any current striping or lettering on the existing buses.

In the event of an accident or incident that causes damage to the Contractor's advertising material it shall be the sole responsibility of the Contractor to repair or replace the advertising materials at their cost. At no time shall the City be responsible to incur any costs for any damages to the Contractors advertising material.

Section 16 - Governing Law

This Agreement shall be governed by the provisions hereof and by the laws of the State of North Dakota, as the same from time to time exists.

IN WITNESS WHEREOF, the undersigned hereto have set their hands as of the day and year first above written.

CITY OF MINOT:

By _____

Tom Ross, Mayor

Attest _____

Mikayla McWilliams, City Clerk

CONTRACTOR:

ZZ Food Group, LLC dba JL Beers

By _____

Jesse Zwak

APPENDIX #1

The following types of advertising will specifically not be permitted:

1. Political, religious, moral, or social issues.
2. Hygiene products of a very personal nature.
3. Sexual overtone messages (x-rated movies, massage parlors, etc.)
4. Direct or overt anti-transit advertisements.
5. Advertising found to be in violation of federal, state, or local laws

APPENDIX #2

FEES PAID TO THE CITY

The first payment of \$650.00 for the first month of the contract period should be made by the last day of that month and all subsequent monthly fees should be paid to the City by the last day of the each month for the twelve-month term of the contract.

APPENDIX #3

FLEET INVENTORY

The following listed buses are available for use under this contract as of the effective date of this agreement. This list may be amended from time to time by the City of Minot.

MINOT

List of Available Inventory

<u>Vehicle Description</u>	<u>License Plate #</u>	<u>Year/Make/Model</u>
EIDorado		2013 EZ Rider II
EIDorado		2015 EZ Rider II
EIDorado		2018 EZ Rider II
EIDorado		2021 EZ Rider II



TO: Mayor Tom Ross
Members of the City Council

FROM: Jason Sorenson, Utilities Director

DATE: April 1, 2024

SUBJECT: NAWS FINANCE CONTRACT

I. RECOMMENDED ACTION

1. Recommend council approve the NAWS Finance Contract and,
2. Authorize the mayor to sign the contract.

II. DEPARTMENT CONTACT PERSONS

Jason Sorenson, Utilities Director 701-857-4140

III. DESCRIPTION

A. Background

In 1999, the City of Minot entered into an agreement with the ND State Water Commission to establish interim financing for construction of the NAWS project. Since that agreement the City has paid 35% of all project related expenses with the remaining 65% of the funding coming from federal or state funds.

Over the course of the past 20+ years many construction projects for the NAWS system have been completed. During that time two projects arose that the NDSWC didn't have planned for construction. One was for rehab of some of our existing wells to ensure Minot had adequate supply to provide interim water for NAWS customers. The other project was the construction of the Sundre pump station and reservoir and the rerouting of the Sundre raw water line. These projects were an urgent need for the City so the City funded 100% of the project costs with the understanding the City would be reimbursed at a later date. The total reimbursement is about \$10.7 million.

B. Proposed Project

This financing contract is very similar to the one signed in 1999 but acknowledges the credit owed to the City. The City will continue to provide the 35% local share of remaining projects to complete the NAWS system.

As the City is billed for NAWS expenses these costs will be subtracted from the credit. Once the credit is exhausted the local share will again come from NAWS sales tax dollars.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

This agreement continues an existing finance agreement to fund the remaining NAWS projects.

B. Service/Delivery Impact:

The agreement will maintain a local cost share to ensure the remaining NAWS projects can be built to get lake water flowing to Minot.

C. Fiscal Impact:

Project Costs

The City of Minot will remain the 35% local cost share of the remaining NAWS projects.

Project Funding

Funding will come from NAWS sales tax dollars

V. CITY COUNCIL ASPIRATIONS

This item achieves the council aspiration of resilient and prepared.

VI. ALTERNATIVES

Council could elect to decline this funding agreement, however an alternate funding source would need to be identified. This would delay future and existing phases of construction. The credit owed to the City would remain unresolved without a new agreement in place

VII. TIME CONSTRAINTS

N/A

VIII. LIST OF ATTACHMENTS

A. NAWS Financing Contract

NORTHWEST AREA WATER SUPPLY PROJECT FINANCING CONTRACT

1. PARTIES

This contract is by and between the North Dakota State Water Commission (the “Commission”), a state agency created and existing pursuant to North Dakota Century Code chapter 61-02, and the City of Minot (the “City”).

- 2. Substitution.** This contract substitutes and replaces the January 1999 Northwest Area Water Supply Interim Financing Contract entered into by the North Dakota State Water Commission and the City of Minot.

3. INTRODUCTION

3.1 Statutory Authority

North Dakota Century Code (N.D.C.C.) Chapter 61-24.6 authorizes the Commission to develop a project to deliver water throughout northwest North Dakota for multiple purposes, including domestic, rural water districts, and municipal uses. This water project is known as the Northwest Area Water Supply Project ("the Project"). The Commission, pursuant to N.D.C.C. Chapters 61-02 and 61-24.6 may enter into water service contracts to finance the delivery and distribution of water, and for the collection of rates, charges, and revenues from such delivery of water.

3.2 Background

The Commission started construction of the Northwest Area Water Supply project in 2002. Eight communities and two rural water districts in northwestern North Dakota have signed water service contracts with the Commission to receive water from the Project. The Commission may enter into formal contracts with other communities and rural water associations in the future.

3.3 Need for Financing

The Project is eligible for reimbursement of sixty-five percent (65%) of the capital costs with federal funds or state funds. This financing agreement is needed to provide for the remaining and thirty-five percent (35%) of the capital costs from local funds.

The purpose of this agreement is to commit the City to provide the 35% of the capital costs.

4. DEFINITIONS

4.1 Capital Costs

“Capital Costs” means all costs incurred by the Commission or reasonably expected to be incurred by the Commission in construction of the Project, which are properly chargeable,

in accordance with generally accepted accounting practices, to the construction of and the furnishing of equipment for the Project, including the costs of surveys, engineering studies, exploratory work, designs, preparation of construction plans and specifications, acquisitions, acquisition of lands, easements and rights-of-way, relocation work, costs of issuance and financing in connection with any bonds issued to finance the Project, and essential legal, administrative and financial work in connection therewith.

4.2 Local Share of Capital Costs

“Local Share of Capital Costs” means the thirty-five (35%) of capital costs which are not eligible for payment from non-reimbursable federal grants and from non-reimbursable state grants.

5. FINANCING

5.1 City to Underwrite Commission’s Costs.

The City agrees to underwrite the Local Share of Capital Costs incurred or will be incurred by the Commission for construction of the Project with respect to the Project facilities constructed, under contract, and remaining projects outlined in the April 2015 Final Supplemental Environmental Impact Statement (SEIS) and August 2015 Record of Decision.

Remaining project components covered by this agreement not already under contract as of February 2024 are listed below:

1. Raw water initialization and startup
2. Intake Pipeline and Screen Structure at the Snake Creek Pumping Plant
3. Phase III Improvements to the Minot Water Treatment Plant
4. Souris Reservoir and Pump Station
5. Inline Booster Pump Stations along North Dakota Highway 5

City will use sales tax revenue for the Local Share upto \$142 million. When Local Share needed for the Project exceeds \$142 million, Commission will consult with the City and the Northwest Area Water Supply Authority to determine appropriate revenue source for the Local Share to potentially include consideration of user fees.

5.2 Credit to City.

The City shall be credited 65% of the expenses relating to the Sundry aquifer raw water supply pipeline and reservoir, as well as an additional well in the Sundry aquifer completed between 2016 to 2020 to bolster raw water capacity and meet the requirements identified in the SEIS. The credit for the City is estimated at \$10.7 million.

5.3 Biota Water Treatment Plant Costs.

The City is not responsible for any costs incurred related to the construction of the NAWS Biota Water Treatment Plant or other federal responsibilities identified in the SEIS.

5.4 Time of Performance

The City will make payments to the Commission in fulfillment of its obligation under this agreement in installments (which may be irregular in timing and amounts), within thirty (30) days of being called upon by the Commission to make such payments, upon a construction cost reimbursement basis. The city agrees to levy and collect all necessary taxes and use all its authority and resources available to meet its obligations under this contract and will make in full all payments to be made pursuant to this contract on or before such payments are due.

6. TERM OF CONTRACT

This contract shall remain in effect until all payments required herein have been completed.

7. TERMINATION

7.1 Termination by Mutual Consent

This contract may be terminated by mutual consent of both parties executed in writing.

7.2 Termination for Cause By Commission

The Commission may terminate this Contract effective upon delivery of written notice to the City, or any later date stated in the notice. The Contract may be terminated if City fails to make payments within the time specified or any extension agreed to in writing by the Commission. The rights and remedies of the Commission provided in this subsection are not exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

7.3 Termination by Commission

The Commission may abandon the Project and terminate this contract effective upon written notice to the City. In the event that the Commission abandons the Project and terminates this Contract, the Commission shall assist to the fullest extent possible in the orderly transition of all pending matters related to this Project.

7.4 Termination for Cause by City

The Contract may be terminated if Commission fails to complete its duties and obligations under this Contract. The Contract may be terminated by City upon ninety (90) days' written

notice to the Commission, if Commission substantially fails to complete its duties and obligations under this Contract. The rights and remedies of the City provided in this subsection are not exclusive and are in addition to any other rights and remedies provided by law or under this Contract.

8. BURDEN OF LOSS.

8.1 Third-Party Claims.

Each party agrees to assume its own liability for any and all claims of any nature from third parties, including all costs, expenses, and attorney's fees which may in any manner result from or arise out of this agreement. Hence the right of equitable contribution which each may have against the other is limited to accomplishing the result contemplated by the prior sentence.

9. GENERAL PROVISIONS

9.1 Access to and Inspection of Books and Records.

To the extent, if any, not already provided under the North Dakota open records law, each party shall have the right, during normal business hours, to inspect and make copies of the other party's books and official records relating to matters covered by this contract.

9.2 Remedies Not Exclusive.

The use by either party of any remedy specified herein for the enforcement of this contract is not exclusive and shall not deprive the party using such remedy of, or limit the application of, any other remedy provided by law.

9.3 Waiver of Rights.

Any waiver at any time by either party of its rights with respect to a default or any other matter arising in connection with this contract, must be in writing, and shall not be deemed to be a waiver with respect to any other default or matter.

9.4 Notices.

All notices that are required either expressly or by implication to be given by any party to the other under this contract shall be in writing. All such notice shall be deemed to have been given and delivered, if delivered personally or if delivered by registered or certified mail, and are complete on the date postmarked when addressed to the parties at their addresses as shown on the signature page of this contract.

10. MERGER CLAUSE

This contract constitutes the entire agreement between the Parties. There are no understandings, agreements, or representations, oral or written, not specified within this contract. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this contract.

11. SEVERABILITY

If any term of this Contract is declared to be illegal or unenforceable by a court having competent jurisdiction, the validity of the remaining terms is unaffected and, if possible, the rights and obligations of the Parties are to be construed and enforced as if this contract did not contain that term.

12. EFFECTIVENESS OF CONTRACT

This contract is not effective until fully executed by both Parties. If no start date is specified in the Term of Contract, the most recent date of the signatures of the Parties shall be deemed the Effective Date.

13. APPLICABLE LAW AND VENUE

This contract is governed by and construed in accordance with the laws of the State of North Dakota. Any action to enforce this contract must be adjudicated exclusively in the state District Court of Burleigh County, North Dakota. Each Party consents to the exclusive jurisdiction of such court and waives any claim of lack of jurisdiction or forum non conveniens.

14. ALTERNATIVE DISPUTE RESOLUTION – JURY TRIAL

By entering this Contract, the Commission does not agree to binding arbitration, mediation, or any other form of mandatory Alternative Dispute Resolution. The Parties may enforce the rights and remedies in judicial proceedings. The Commission does not waive any right to a jury trial.

IN WITNESS WHEREOF, the parties execute this contract on the date specified below.

NORTH DAKOTA STATE WATER COMMISSION

1200 Memorial Highway
Bismarck, ND 58504

By: _____

Title: Secretary, North Dakota State Water Commission

Date: _____

Approved and entered into resolution of the State Water Commission this ____day of _____, 202__.

Secretary

DRAFT

Dated at Minot, North Dakota, this ____ day of _____, 202__.

CITY OF MINOT

By: _____
Tom Ross, Mayor

DRAFT



TO: Mayor Tom Ross
Members of the City Council

FROM: Jason Sorenson, Assistant Director of Public Works

DATE: April 1, 2024

SUBJECT: **2024 WATERMAIN REPLACEMENT - AWARD OF BID (4798)**

I. RECOMMENDED ACTION

- A. Recommend council award the bid for the 2024 Watermain Replacement Project to Post Construction, Inc. for the lowest bid of \$2,473,528.00 which includes Units 1 and 2.
- B. Recommend council authorize the mayor to sign contract documents on behalf of the City.
- C. Recommend council approve a budget amendment to allocate the funds.

II. DEPARTMENT CONTACT PERSONS

Jason Sorenson, Utilities Director 857-4140

III. DESCRIPTION

A. Background

Each year, the Water and Sewer Department budgets funds for watermain replacement in areas where old watermains are in poor condition. This year, \$2 million was allocated for this project. The area was chosen based on being an area that required significant maintenance repairing watermain breaks.

On Tuesday, March 26, 2024, bids were opened for the 2024 Watermain Replacement Project. Below is a copy of the bid tabulation:

2024 Watermain Replacement Project Bid Tabulation City Project #4798	
Engineers Estimate: \$2,458,275.00	
Bidder	Total Bid
Post Construction, Inc.	\$2,473,528.00
Dig It Up Backhoe Service, Inc.	\$2,736,109.50
Kemper Construction Co.	\$2,741,168.00

The lowest responsible bid was received from Post Construction, Inc. in the amount of \$2,473,528.00.

B. Proposed Project

Work for this project this year will concentrate in an area of town where there are frequent watermain breaks east of Oak Park.

- C. Consultant Selection
N/A

IV. IMPACT:

- A. Strategic Impact:
Replacing the old cast iron watermain reduces the amount of water breaks and reduces overall maintenance costs on the water distribution system.
- B. Service/Delivery Impact:
N/A
- C. Fiscal Impact:

Project Costs

Engineer's Estimate:	\$2,458,275.00
Contractor's Bid:	\$2,473,528.00

Project Funding

Funds for this project were budgeted in the 2024 Watermain Maintenance budget in the amount of \$2,000,000 (Account 14061000-44501).

A budget amendment was issued October 16, 2023 to move \$900,000 from the 2024 Watermain Maintenance budget to the 2023 Watermain Maintenance budget to allow design to start on the University Avenue Watermain Replacement and Westfield Watermain Replacement projects to be constructed in late 2024 and 2025. The \$900,000 was previously approved for a DWR grant and will be reimbursed in the 2024 budget. Once the University and Westfield projects are bid a request will be sent to DWR for 60% cost share with the remaining 40% being funded using an DWSRF loan

A budget amendment in the amount of \$1,500,000 is necessary to allocate the funding for this project. Of the \$1,500,000, \$600,000 will come from water/sewer cash reserves to cover the project overage plus some contingency.

V. CITY COUNCIL ASPIRATIONS

This item achieves the aspirations of Resilient and Prepared.

VI. ALTERNATIVES

The council could choose to reduce the project scope to keep the project within the budgeted amount. If that is the case, the plans will be put on the shelf and included in a future project. While the work can be done later, it will most likely be done at a higher cost

VII. TIME CONSTRAINTS

N/A

VIII. LIST OF ATTACHMENTS

1. Budget Amendment

ORDINANCE NO:

**AN ORDINANCE AMENDING THE 2024 ANNUAL BUDGET TO INCREASE THE
WATER DISTRIBUTION WATERMAIN REPLACEMENT REVENUES AND
EXPENDITURES FOR THE 2024 WATERMAIN REPLACEMENT AWARD OF BID
AND APPROVE THE USE OF CASH RESERVES.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MINOT:

- §1: Amend the 2024 annual budget to increase the water distribution
watermain replacement award of bid:

14000000-33400		\$900,000
14061000-44501		1,500,000

- §2: This ordinance shall be in effect from and after its passage and
approval.

PASSED FIRST READING:

PASSED SECOND READING:

APPROVED:

ATTEST:

Thomas Ross, Mayor

Mikayla McWilliams, City Clerk



TO: Mayor Tom Ross
Members of the City Council

FROM: Jason Sorenson, Utilities Director

DATE: April 1, 2024

SUBJECT: APPROVAL OF FLOOD SPECIFIC EMERGENCY ACTION PLAN (3135.1)

I. RECOMMENDED ACTION

1. Recommend council approve the updated Emergency Action Plan

II. DEPARTMENT CONTACT PERSONS

Jason Sorenson, Utilities Director 857-4140

III. DESCRIPTION

A. Background

As a requirement of our System Wide Improvement Framework (SWIF) for flood fighting and preparedness the city is required to prepare a flood specific emergency action plan (EAP) and update this plan yearly. This plan is posted on our city webpage.

B. Proposed Project

The EAP is a living document that describes the process, procedures and materials needed in the event of a flood in the City of Minot to protect lives and prevent property damage in the event of a flood. The updates done in this plan cover changes to the levy up to 2023. Completion of MREFPP Phases MI 1-3, SWIF Repairs (Projects A-F), and MWTP Flood Protection have all been incorporated into the plan. All tables and figures, contact info for personnel has been updated and websites and links have been verified.

Some of the specific requirements of this plan address the following:

- Authority and Emergency declarations
- Shared resources and assistance needed from state and federal agencies
- Organization structure
- External resources and contacts
- Flood elevations, mapping and history
- Public and private utilities
- Critical facilities and sheltering
- Prioritized actions for varying flood event size
- Evacuation
- Internal and external communication

C. Consultant Selection

Houston Engineering

IV. IMPACT:

A. Strategic Impact:

This plan is a requirement of our SWIF agreement with the USACE to remain eligible for PL 84-99 funding in the event of a flood.

B. Service/Delivery Impact:

This plan makes relevant flood fighting information readily available in a single document for a flood fighting effort.

C. Fiscal Impact:

There are no immediate fiscal impacts. Serious impacts could be felt later if the city falls out of the PL 84-99 program and must undergo flood fighting without the help of USACE

Project Costs

N/A

Project Funding

N/A

V. CITY COUNCIL ASPIRATIONS

This item accomplishes the council aspiration of resilient and prepared

VI. ALTERNATIVES

N/A

VII. TIME CONSTRAINTS

N/A

VIII. LIST OF ATTACHMENTS

- A. The EAP can be viewed on the City of Minot webpage at
<https://www.minotnd.gov/692/Flooding-Flood-Control>



TO: Mayor Tom Ross
Members of the City Council

FROM: Jason Sorenson, Utilities Director

DATE: April 1, 2024

SUBJECT: TRUCK MOUNTED JETTER/HYDRO-EXCAVATOR – AWARD OF BID (4838)

I. RECOMMENDED ACTION

1. Recommend council award the bid to Jet-Line Sales and Service in the amount of \$557,267.00 for the truck mounted jetter/hydro-excavator for the Water/Sewer Department.
2. Recommend council approve the budget amendment to allocate the funds for this purchase.

II. DEPARTMENT CONTACT PERSONS

Jason Sorenson, Utilities Director 701-857-4140

III. DESCRIPTION

A. Background

The Water/Sewer Department purchased a new jetter in 2015 and a jetter/vac combo unit in 2014. In subsequent budgets, funds were set aside for the eventual replacement of each piece of equipment. With the addition of a hydro-excavator in 2024, the department now has three pieces that perform specialized tasks. Staff investigated trading in the jetter/vac combo unit for a new hydro-excavator/jetter. This unit can perform the tasks of the jetter and jetter/vac while also being able to do hydro-excavation.

B. Proposed Project

On March 12, 2024, bids were opened for a new truck mounted hydro-excavator/jetter. The tabulation of bids is as follows:

<u>Bidder</u>	<u>Make / Model</u>	<u>Base Bid</u>	<u>Trade-In</u>	<u>Purchase Price</u>
Jet-Line Sales and Service	GapVax MC 1510	\$657,267.00	\$100,000.00	\$ 557,267.00
RDO Equipment Co.	Aquatech B-10	\$609,907.00	\$ 65,000.00	\$ 544,907.00

The Aquatech unit proposed from RDO is the least expensive, however the machine does not come supplied with a front mounted hose reel and doesn't have the ability to be manufactured with one. A front mount hose reel provides additional safety to the operator and was specifically called for in the bid specifications. For this reason, the recommendation of award is for the GapVax unit from Jet-Line which more closely meets the specifications for the bid.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

The Department prides itself on being able to quickly respond to emergency calls. This piece of equipment provides some redundancy so the right tool for the job is always available when the call arises.

B. Service/Delivery Impact:

Water/Sewer staff respond to calls for water breaks and other emergencies all hours of the day. Having the proper equipment to make repairs in a quick and efficient manner ensures residents service interruptions are kept to a minimum.

C. Fiscal Impact:

Project Costs

Purchase Price	\$557,267.00
----------------	--------------

Project Funding

The funding that has been set aside since 2014 totals \$505,000. There is savings from Water and Sewer Department 2024 capital purchases that totals \$59,646 to cover the shortfall. The attached budget amendment allocates the necessary funds to make this purchase

V. CITY COUNCIL ASPIRATIONS

This item meets the council aspiration of resilient and prepared

VI. ALTERNATIVES

Council could choose to reject this purchase. In that case the purchase will be requested in a future budget. Equipment costs have been rising year after year so this purchase will cost more in a future budget.

VII. TIME CONSTRAINTS

Equipment, depending on complexity, has been taking a year to a year and a half for delivery. The sooner the equipment is ordered, the quicker the equipment will be delivered.

VIII. LIST OF ATTACHMENTS

A. Budget Amendment

ORDINANCE NO:

AN ORDINANCE AMENDING THE 2024 ANNUAL BUDGET TO INCREASE THE SEWER CAPITAL EQUIPMENT EXPENSE AND DECREASE THE WATER DISTRIBUTION CAPITAL EQUIPMENT EXPENSE FOR THE PURCHASE OF A NEW TRUCK MOUNTED HYDRO-EXCAVATOR/JETTER.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MINOT:

- §1: Amend the 2024 annual budget to increase the sewer capital equipment expense and decrease the water distribution capital equipment expense for the purchase of a new truck mounted hydro-excavator/jetter:

14062000-57500	2018590002	\$29,061
14061000-57500		(\$29,061)

- §2: This ordinance shall be in effect from and after its passage and approval.

PASSED FIRST READING:

PASSED SECOND READING:

APPROVED:

ATTEST:

Thomas Ross, Mayor

Mikayla McWilliams, City Clerk



TO: Mayor Tom Ross
Members of the City Council

FROM: Jason Sorenson, Utilities Director

DATE: April 1, 2024

**SUBJECT: 2024 TRANSIT TRANSFER CENTER AWARD OF BID & BUDGET
AMENDMENT (CITY PROJECT NO. 4741)**

I. RECOMMENDED ACTION

- A. Recommend council award the bid for the 2024 Transit Transfer Center Construction Project to Rolac Contracting Inc. for the lowest bid of \$627,100.00.
- B. Recommend council authorize the mayor to sign contract documents on behalf of the City.
- C. Recommend approval of the proposed ordinance to increase the transit capital equipment account for unexpected increases in construction costs for this project and approve the use of Sales Tax Improvement Funds for the increase local match requirement.

II. DEPARTMENT CONTACT PERSONS

Jason Sorenson, Utilities Director 857-4140

III. DESCRIPTION

A. Background

On Tuesday, March 5, 2024, bids were opened for the construction of the Transit Transfer Center. Below is a copy of the bid tabulation:

2024 Transit Transfer Center City Project #4741	
Base Bid and all Alternates Engineers Estimate: \$573,982.51	
Bidder	Total Bid
Rolac Contracting Inc.	\$627,100.00
Craft Builders	\$647,100.00
Roers Construction	\$650,600.00

The lowest responsible bid was received from Rolac Contracting Inc. in the amount of \$627,100.00.

B. Proposed Project

This project will construct the new transit transfer center in the Renaissance Parking Structure located at 205 1st Street SW.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

The relocation of the transit transfer station has long sought to be in downtown Minot. The reallocation of parking is a needed step to accommodate the transit bus operations. This location is ideally situated as it provides a central location to all transit routes and allows safe and efficient access for buses and pedestrian access to the transfer center for each of our current six routes and the two additional routes that will be added for expansion in 2024.

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

Funds for this project were budgeted in the 2023 Transit Capital Funds budget in the amount of \$500,000 (Account 42066000-57300). The bids came in for the project higher than initially estimated due to an increase in construction costs since the original estimate was completed and the addition of more stringent Buy America/Build America requirements. Additional grant funding has been requested and approved by the NDDOT. A Section 5339 grant will reimburse \$560,000.00 for this project with a total of \$140,000.00 in local matching funds required. The additional \$40,000.00 not already budgeted for will come out of Sales Tax Improvements.

Project Costs

Engineer's Estimate:	\$573,982.51
Contractor's Bid:	\$627,100.00

Amend the 2024 annual budget to increase the transit capital equipment revenues and expenditures for the Transit Transfer Center award of bid:

42000000-33200	2023660001	\$160,000
42000000-39101	2023660001	40,000
42066000-57300	2023660001	200,000
25266000-49101		40,000
10011000-49125		40,000

V. CITY COUNCIL ASPIRATIONS

This item achieves the aspirations of Safe and Welcoming as well as Resilient and Prepared.

VI. ALTERNATIVES

N/A

VII. TIME CONSTRAINTS

Approval by council will allow this project to move forward with an estimated completion date of September 1, 2024.

VIII. LIST OF ATTACHMENTS

Transit Transfer Center Budget Amendment Ordinance

ORDINANCE NO:

AN ORDINANCE AMENDING THE 2024 ANNUAL BUDGET TO INCREASE THE TRANSIT CAPITAL EQUIPMENT REVENUES AND EXPENDITURES FOR THE TRANSIT TRANSFER CENTER AWARD OF BID AND APPROVE THE TRANSFER OF SALES TAX IMPROVEMENTS CASH RESERVES.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MINOT:

- §1: Amend the 2024 annual budget to increase the transit capital equipment revenues and expenditures for the Transit Transfer Center award of bid:

42000000-33200	2023660001	\$160,000
42000000-39101	2023660001	40,000
42066000-57300	2023660001	200,000
25266000-49101		40,000
10011000-49125		40,000

- §2: Approve the transfer of Sales Tax Improvements cash reserves:

25266000-49101		\$40,000
10000000-39114		(40,000)
10011000-49125		40,000
42000000-39101	2023660001	(40,000)

- §3: This ordinance shall be in effect from and after its passage and approval.

PASSED FIRST READING:

PASSED SECOND READING:

APPROVED:

ATTEST:

Thomas Ross, Mayor

Mikayla McWilliams, City Clerk



TO: Mayor Tom Ross
Members of the City Council

FROM: Jason Sorenson, Utilities Director

DATE: April 1, 2024

SUBJECT: REQUEST LETTER FOR PLANNING ASSISTANCE FOR STATES AND TRIBES

I. RECOMMENDED ACTION

- A. Recommend council authorize sending a request for US Army Corps of Engineers Planning Assistance to States and Tribes (PAS) to investigate seasonal water quality issues with the dead loops in Minot.

II. DEPARTMENT CONTACT PERSONS

Jason Sorenson, Utilities Director

III. DESCRIPTION

A. Background

The dead loops in Minot are a result of the federal flood control project constructed in Minot during the late 70s and early 80s. Due to channelization of the Souris River through Minot, some long meanders in the river were cut off which resulted in isolated sections of river channel that remain connected to the main river through control structures. During spring run off the up and downstream control structures are opened to flush and refill the dead loops with fresh water. However, after spring runoff, the flow in the river frequently drops to a negligible level, thus eliminating the ability to flush. During these times, the dead loops become isolated and stagnant resulting in algae and duckweed blooms. The areas become mosquito breeding grounds and frequently get reported by residents due to odor concerns.

B. Proposed Project

PAS is authorized under Section 22 of the Water Resources Development Act (WRDA) and it allows the Corps to provide state and local entities with technical assistance. The request, if accepted, would engage resources within USACE to study ways to mitigate some of the issues associated with the dead loops while ensuring any potential projects would be compatible with design and construction of the Mouse River Enhanced Flood Protection Project.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

As the overall flood control project is constructed, some of the dead loops will be reincorporated into the river system. However, not all of the dead loops offer the same restoration possibilities. This study will help identify ways to mitigate concerns with the dead loops.

B. Service/Delivery Impact:

The hope is that there are opportunities that exist to improve the quality of the dead loops thus improving the quality of life for those living near them

C. Fiscal Impact:

PAS projects through the Corps have a 50/50 cost share.

Project Costs

N/A

Project Funding

Funding for this was not included in the 2024 budget. If council supports moving forward, there will be a subsequent budget amendment to allocate funding. It is anticipated the initial phase wouldn't exceed \$50,000 and funding support will be requested from the Souris River Joint Board. This would cap the City of Minot participation to less than \$12,500.

V. CITY COUNCIL ASPIRATIONS

This item would achieve all of the council aspirations.

VI. ALTERNATIVES

The council could elect to deny this request. In that case, no further investigation will be done

VII. TIME CONSTRAINTS

N/A

VIII. LIST OF ATTACHMENTS

A. *Request Letter*



April 1, 2024

Mr. Karl Jansen
Army Corps of Engineers Deputy District Engineer
332 Minnesota Street, Suite E1500
St. Paul, MN 55101

Dear Mr. Jansen:

Please consider this request by the City of Minot for United States Army Corps of Engineers (USACE) Planning Assistance to States and Tribes (PAS) for evaluation and study of water quality concerns within the oxbow cut offs (dead loops) in Minot, ND.

The dead loops in Minot are a result of the federal flood control project constructed in Minot during the late 70s and early 80s. Due to channelization of the Souris River through Minot, some long meanders in the river were cut off which resulted in isolated sections of river channel that remain connected to the main river through control structures. During spring run off the up and downstream control structures are opened to flush and refill the dead loops with fresh water. However, after spring runoff, the flow in the river frequently drops to a negligible level, thus eliminating the ability to flush. During these times, the dead loops become isolated and stagnant resulting in algae and duckweed blooms. The areas become mosquito breeding grounds and frequently get reported by residents due to odor concerns.

The City of Minot is requesting assistance to find potential solutions to the listed concerns. It is imperative any solutions will be compatible with the long-term design and construction of the Mouse River Enhanced Flood Protection Plan.

The City of Minot understands that any study costs would be shared 50/50 pursuant to the terms of a Cost Share Agreement. Please consider providing assistance for a comprehensive plan under Section 22 of the Water Resources Development Act.

Sincerely,

Jason Sorenson
Utilities Director

★The Magic City★

10 3rd Ave. SW • Minot, North Dakota 58701-3739 • (701) 857-4140 • Fax (701) 857-4130

2025 BUDGET SCHEDULE

APRIL

MONDAY

1

5:30 PM:

City Council approves budget schedule

MONDAY

1

Pay Plan and Classification Study Begins (Human Resources)

MONDAY

15

5:30 PM:

Presentation of the Capital Improvement Plan (CIP)

FRIDAY

26

Community contribution application for funding available on City website

MAY

MONDAY

6

5:30 PM:

Approval of the Capital Improvement Plan (CIP)

MONDAY

6

Department tours with Council members

TUESDAY

7

Department tours with Council members

WEDNESDAY

8

Department tours with Council members

2025 BUDGET SCHEDULE

MAY

THURSDAY

9

Department tours with Council members

FRIDAY

10

Department tours with Council members

MONDAY

20

5:30 PM:
Council agenda item to outline budget priorities

FRIDAY

31

Pay Plan and Classification Study complete (Human Resources)

JUNE

MONDAY

3

Budget requests due to Finance and City Manager

MONDAY

3

Community contribution applications due

MONDAY

3

5:30 PM:
Community contribution applicant presentations to Council

MONDAY

10

Budget request meetings start with Department Heads, City Manager and Finance

2025 BUDGET SCHEDULE

JUNE

WEDNESDAY

12

Annual Plan presentation to Civil Service Commission (Human Resources)

FRIDAY

14

Budget request meetings end with Department Heads, City Manager and Finance

WEDNESDAY

19

Annual Pay Plan public meeting (Human Resources)

FRIDAY

21

Department budgets complete

MONDAY

24

City Manager and Finance start work on budget and presentation

JULY

MONDAY

1

5:30 PM:
City Council reorganization

MONDAY

8

City Manager and Finance complete work on budget and presentation

TUESDAY

9

Have budget ready to copy and bind

2025 BUDGET SCHEDULE

JULY

TUESDAY

9

City Council facilitator meetings

WEDNESDAY

10

City Council facilitator meetings

MONDAY

15

5:30 PM:
Proposed annual budget and
annual pay plan to Council

MONDAY

29

5:30 PM:
Special Council Meeting Q&A and
approve preliminary budget

AUGUST

MONDAY

19

5:30 PM:
President of the Council
message due

SEPTEMBER

MONDAY

16

5:30 PM:
First reading and public
hearing on Budget Ordinance

OCTOBER

MONDAY

7

5:30 PM:
Final adoption of
Budget Ordinance



TO: City Council
FROM: Stefanie Stalheim, City Attorney
Lisa Jundt, Human Resources Director
DATE: March 22, 2023
SUBJECT: City Manager Contract Amendment

I. RECOMMENDED ACTION

Approve First Amendment to the City Manager's Employment Contract.

II. DEPARTMENT CONTACT PERSONS

Stefanie Stalheim, City Attorney	857-4755
Lisa Jundt, Human Resources Director	857-4753

III. DESCRIPTION

A. Background

Following execution of the City Manager's latest contract, the City Council amended the City of Minot's employee benefits to shift from a vacation and sick leave plan to paid-time off (PTO), and added a short-term disability policy. Additionally, at the March 18th City Council Meeting, the Council approved amendments to the City Manager ordinance on first reading to accurately reflect present practices and to codify the Assistant City Manager's general duties and responsibilities.

B. Proposed Project

The attached First Amendment to the City Manager's Employment Contract updates paragraphs 5 and 10 to include the City's short-term disability policy and to reflect the anticipated updates to Chapter 2 (Administration), Article III (City Officers), Division 2 (City Manager) that are before the Council tonight on 2nd reading.

C. Consultant Selection
N/A

IV. IMPACT:

A. Strategic Impact:

The First Amendment will clarify City Manager Benefits and update the contract to align with ordinance updates.

B. Service/Delivery Impact:
See Strategic Impact.

C. Fiscal Impact:

None, as the City Manager's benefit plan shifted to the PTO/short-term benefit system in 2024 alongside the rest of the City Employees.

V. CITY COUNCIL ASPIRATIONS

Dynamic and Prosperous, Resilient and Prepared, Safe and Welcoming, Excellent and Connected

VI. ALTERNATIVES

The Council may amend the First Amendment or decline to approve the contract amendment.

VII. TIME CONSTRAINTS

City Manager Ordinance updates are being considered by the Council on second reading at the April 1 meeting, so approval alongside the ordinance is recommended to maintain consistency between the City's ordinances and the employment contract.

VIII. LIST OF ATTACHMENTS

- A. First Amendment to Employment Contract.pdf
- B. First Amendment to Employment Contract_redlines.pdf
- C. Harold Stewart Employment Contract_2023_2028.pdf



FIRST AMENDMENT TO THE EMPLOYMENT AGREEMENT

by and between the City of Minot and Harold Stewart II
effective December 29, 2023 through December 28, 2028

WHEREAS, the City of Minot (City) and Harold Stewart II (Stewart) entered into an Employment Agreement effective December 29, 2023 through December 28, 2028 (Agreement) wherein in the City agreed to employ and Stewart agreed to serve, as the City's City Manager; and

WHEREAS, the Agreement describes various employment benefits the City agreed to provide in exchange for Stewart's services, including insurance and paid time off; and

WHEREAS, following the execution of the Agreement, the Minot City Council amended the City of Minot's employee benefits to shift from a vacation and sick leave plan to paid-time off (PTO), and added a short-term disability policy; and

WHEREAS, following execution of the Agreement, the Minot City Council approved first reading, modifications to Chapter 2 (Administration), Article III (City Officers), Division 2 (City Manager) of its Code of Ordinances to reflect policy and practice changes and to codify the Assistant City Manager's general duties and responsibilities; and

WHEREAS, City and Stewart desire to amend the Agreement to contemplate the shift to a PTO leave system; addition of the short-term disability policy; and if approved by the Minot City Council on second reading, the proposed updates to Chapter 2 (Administration), Article III (City Officers), Division 2 (City Manager) of its Code of Ordinances; and

NOW THEREFORE, City and Stewart agree to amend paragraph 5 of the Agreement as follows:

5. Health, Long-Term Disability, Short-Term Disability, and Life Insurance.

- a. **Health Insurance.** The City will enroll and maintain Stewart and/or his family in its health insurance plan to the same extent as it does its civil service employees.
- b. **Long-Term Disability Benefits.** The City will provide Stewart the same long-term disability benefits as it provides to its civil service employees.
- c. **Short-Term Disability Benefits.** The City will provide Stewart the same short-term disability benefits as it provides to its civil service employees.
- d. **Life Insurance.** The City will provide Stewart the same life insurance benefits as it provides to its civil service employees.

NOW THEREFORE, City and Stewart agree to amend paragraph 10 of the Agreement, if the proposed updates to Chapter 2 (Administration), Article III (City Officers), Division 2 (City Manager) of the Minot Code of Ordinances are approved on second reading:

- ### **10. Permission-Notification Required To Leave Before Leaving the City.** Stewart shall not leave Minot, North Dakota for more than forty-eight (48) hours without ~~permission therefor from~~ notifying the Mayor, or in the absence of the Mayor, the President of the

City Council, or in the absence of the Mayor and President of the City Council, the Vice-President of the City Council. Proof of ~~permission~~ notification must be ~~granted~~ provided in writing with a copy provided to the City's Human Resources Director and ~~City Auditor/Finance Director~~ Assistant City Manager. In the absence from the City of the City Manager the ~~City Auditor/Finance Director~~ Assistant City Manager shall perform all duties of the City Manager unless another individual is appointed by the City Council, and Stewart agrees to fully apprise the ~~City Auditor/Finance Director~~ Assistant City Manager or other successor of all pending matters of concern prior to leaving the City. Minot City Ordinance Sec. 2-51, 2-53.

IN WITNESS WHEREOF, the Parties hereto have executed this Employment Agreement effective as of the Effective Date.

EMPLOYEE

By: _____
Harold Stewart, City Manager

Date: _____

CITY OF MINOT

By: _____
Thomas Ross, Mayor

Date: _____

Attest: _____
Mikayla McWilliams, City Clerk

Date: _____



FIRST AMENDMENT TO THE EMPLOYMENT AGREEMENT

by and between the City of Minot and Harold Stewart II
effective December 29, 2023 through December 28, 2028

WHEREAS, the City of Minot (City) and Harold Stewart II (Stewart) entered into an Employment Agreement effective December 29, 2023 through December 28, 2028 (Agreement) wherein in the City agreed to employ and Stewart agreed to serve, as the City's City Manager; and

WHEREAS, the Agreement describes various employment benefits the City agreed to provide in exchange for Stewart's services, including insurance and paid time off; and

WHEREAS, following the execution of the Agreement, the Minot City Council amended the City of Minot's employee benefits to shift from a vacation and sick leave plan to paid-time off (PTO), and added a short-term disability policy; and

WHEREAS, following execution of the Agreement, the Minot City Council also considered various updates on first reading to Chapter 2 (Administration), Article III (City Officers), Division 2 (City Manager) of its Code of Ordinances to reflect policy and practice changes and to codify the Assistant City Manager's general duties and responsibilities; and

WHEREAS, City and Stewart desire to amend the Agreement to contemplate the move to a PTO leave system; addition of the short-term disability policy; and if approved by the Minot City Council on second reading, the proposed updates to Chapter 2 (Administration), Article III (City Officers), Division 2 (City Manager) of its Code of Ordinances; and

NOW THEREFORE, City and Stewart agree to amend paragraph 5 of the Agreement as follows:

5. Health, Long-Term Disability, Short-Term Disability, and Life Insurance.

- a. **Health Insurance.** The City will enroll and maintain Stewart and/or his family in its health insurance plan to the same extent as it does its civil service employees.
- b. **Long-Term Disability Benefits.** The City will provide Stewart the same long-term disability benefits as it provides to its civil service employees.
- c. **Short-Term Disability Benefits.** The City will provide Stewart the same short-term disability benefits as it provides to its civil service employees.
- d. **Life Insurance.** The City will provide Stewart the same life insurance benefits as it provides to its civil service employees.

NOW THEREFORE, City and Stewart agree to amend paragraph 10 of the Agreement, if the proposed updates to Chapter 2 (Administration), Article III (City Officers), Division 2 (City Manager) of the Minot Code of Ordinances are approved on second reading:

- 10. Notification Required Before Leaving the City.** Stewart shall not leave Minot, North Dakota for more than forty-eight (48) hours without notifying the Mayor, or in the absence of the Mayor, the President of the City Council, or in the absence of the Mayor

and President of the City Council, the Vice-President of the City Council. Proof of notification must be provided in writing with a copy provided to the City's Human Resources Director and City Auditor/Finance Director. In the absence from the City of the City Manager the Assistant City Manager shall perform all duties of the City Manager unless another individual is appointed by the City Council, and Stewart agrees to fully apprise the Assistant City Manager or other successor of all pending matters of concern prior to leaving the City. Minot City Ordinance Sec. 2-51, 2-53.

IN WITNESS WHEREOF, the Parties hereto have executed this Employment Agreement effective as of the Effective Date.

EMPLOYEE

By: _____
Harold Stewart, City Manager

Date: _____

CITY OF MINOT

By: _____
Thomas Ross, Mayor

Date: _____

Attest: _____
Mikayla McWilliams, City Clerk

Date: _____



EMPLOYMENT AGREEMENT

The Agreement is made between the City of Minot, a municipal corporation and political subdivision of the State of North Dakota, hereinafter called "the City" and Harold Stewart II, hereinafter referred to as Stewart, both of whom agree as follows:

1. **Position.** The City hereby employs Stewart as its City Manager. Stewart agrees to serve as City Manager in accordance with the City's City Manager job description, which is attached and incorporated into this Agreement by reference as Exhibit 1.
2. **Term.** This Agreement shall remain in full force and effect, for a term of five (5) years, from December 29, 2023 until December 28, 2028, unless terminated earlier by the City or Stewart provided in Paragraph 15 of this Agreement. This Agreement shall automatically renew on its anniversary date for a one-year term unless notice is given at least six (6) months before the expiration date. In the event the Agreement is not renewed, all compensation, benefits, and requirements of the Agreement shall remain in effect until the expiration of the term.
3. **Duties and Authority.**
 - a. Stewart is the chief administrative officer of the City and shall faithfully perform the duties as prescribed in the job description, as set forth in Section 2-47 of the City's Code of Ordinances (which may hereafter be amended), and as may be lawfully assigned by the City. Stewart shall comply with all lawful City Council directives, state and federal law, City policies, rules and ordinances as they exist or may hereafter be amended.
 - b. Specifically, it shall be the duty of Stewart to appoint or remove, on behalf of the City, all other City employees consistent with the policies of the City Council and the City's Code of Ordinances.
 - c. It shall also be the duty of Stewart to direct, reassign, and evaluate all City employees consistent with City policies, City ordinances, state laws, and federal laws.
 - d. It shall also be the duty of Stewart to organize, reorganize, and arrange the staff of the City and to develop and establish internal regulations, rules, and procedures which Stewart deems necessary for the efficient and effective operation of the City, consistent with lawful directives from the City Council, City policies, City ordinances, state law, and federal law.
 - e. It shall also be the duty of Stewart to accept all resignations of employees of the City consistent with City policies, City ordinances, state law, and federal law, except when that employee's resignation must be accepted by the City Council.
 - f. Stewart shall perform the duties of the office of City Manager with reasonable care, diligence, skill, and expertise.
 - g. All duties assigned to Stewart by the City Council shall be appropriate to and consistent with the professional role and responsibility of the City Manager position.
 - h. Stewart cannot be reassigned from the position of City Manager to another position without Stewart's express written consent.
 - i. Stewart shall attend, and shall be permitted to attend, all meeting of the governing body, both public and closed, with the exception of those closed meetings devoted to the

subject of this Agreement, or to any amendment thereto, or to a subject that is a matter personally involving Stewart.

- j. The City Council shall, individually and collectively, refer in a timely manner all substantive criticisms, complaints and suggestions called to their attention to Stewart for study and/or appropriate action.

4. Compensation.

- a. **Salary and Salary Step Increases.** City agrees to pay Stewart an annual base salary of \$182,000 payable in installments at the same time that other management employees of the City are paid. The City shall increase Stewart's base salary by step increment, consistent with step increment increases provided to civil service employees of the City. The base salary step increment for Stewart shall be approved by the City Council as a part of his annual evaluations and the annual budget approval.
- b. **Supervisory Employee.** Stewart acknowledges that he is the chief administrative officer of the City, and that this position is a supervisory position for purposes of the federal Fair Labor Standards Act. Consequently, Stewart shall not be entitled to overtime pay without regard to how many hours he may work within a given period of time.
- c. **Paycheck Withholdings.** Stewart recognizes that under compulsion of law the City is obligated to withhold certain sums from his gross pay which may not be specifically mentioned herein, such as, for example, Medicare taxes. Stewart agrees that such withholdings made under compulsion of law shall not be considered a diminution of their gross pay, and shall be treated as though personally paid to him, for purposes of measuring the City's performance under this contract.
- d. **Social Security.** The City agrees to pay on Stewart's behalf, the same rate of Social Security paid by Stewart as set annually by federal regulation.

5. Health, Disability, and Life Insurance.

- a. **Health Insurance.** The City will enroll and maintain Stewart and/or his family in its health insurance plan to the same extent as it does its civil service employees.
- b. **Long-Term Disability Benefits.** The City will provide Stewart the same long-term disability benefits as it provides to its civil service employees.
- c. **Life Insurance.** The City will provide Stewart the same life insurance benefits as it provides to its civil service employees.

6. Annual, Sick, and Military Leave; Personal Day; Holidays.

- a. **Annual Leave.** The City Manager shall receive the same leave/paid time off benefits as all City Employees, to be calculated at the same rate as an employee with 15 years of service.

7. Automobile.

- a. **Mileage.** The City will pay Stewart \$450.00 per month to compensate him for using his personal vehicle for in-town travel (within 30 miles of the Minot, North Dakota corporate limits) for City business. Stewart shall be responsible for paying for liability, property damage, and comprehensive insurance coverage upon such personal vehicle and shall further be responsible for all expenses attendant to said personal vehicle. The City will provide transportation or a City vehicle for necessary out-of-town travel.

8. Expenses.

a. **Incidental Expenses.** The City will annually appropriate in the annual budget an amount for Stewart's incidental expenses that may include professional memberships and conference attendance.

i. **Service Club Membership.** The City shall furnish dues for Stewart's membership in one local service club.

ii. **Customary and Reasonable Expenses as Established by the City Council by Resolution.** The City recognizes that certain expenses of a non-personal but job related nature are incurred by Stewart and agrees to reimburse said general expenses subject to annual budget constraints, Federal, State, and City ethics policies, Federal, State, and City purchasing policies, and the other terms and conditions of this subparagraph. Such expenses may include Stewart's business meals within town where City business is being discussed or conducted; social events of various organizations when representing the City; travel, lodging, and meals out of town while on City business; and usual and customary subscriptions to professional magazines and journals. The City Auditor/Finance Director is authorized to disburse such moneys upon receipt of duly executed expense or petty cash vouchers, receipts, statements, or personal affidavits. Should there be any concern regarding whether an expense is customary and reasonable, the City Auditor/Finance Director shall report to the City Council on whether such an expense is customary and reasonable and the City Council shall make the final determination. Until such time as the City Council weighs in on whether the expense is customary and reasonable, and thus an approved expense, Stewart shall remain personally responsible for covering any such expense should it be incurred in advance of the City Council's determination.

iii. **Communication Devices.** Recognizing the importance of constant communication and maximum productivity, the City shall provide Stewart for business and personal use, a laptop computer, software, a mobile phone/personal digital assistant and other communication devices as approved by the City Council for Stewart to perform their duties and to maintain communication with City's staff and officials as well as other individuals who are doing business with the City. Upon termination of Stewart's employment, the equipment described herein shall immediately be returned to the City, and any mobile phone numbers, email addresses, or other contact information associated with any communication device shall remain the property of the City. Stewart acknowledges and understands that these devices are property of the City, and that all information contained on the devices is subject to disclosure to the public in accordance with North Dakota's Open Records statute. Should a request for public information be received relating to information stored on these communication devices, Stewart hereby agrees that the City's IT Department may immediately access the devices either in person or remotely, to procure the requested information. City shall have the right at all times to access and archive the contents of Stewart's devices provided by the City. With the exception of deleting solicitations, advertisements, and other correspondence generally

understood to be “junk mail”, Stewart shall preserve all records on the City communication devices as required by law, be they of a personal or business nature, and not delete the same except in accordance with the law. Stewart understands that the intentional destruction of public records is a crime, and intentionally destroying public records may subject Stewart to immediate termination with cause. Routine management of data, including the removal of files or emails no longer required by law to be preserved, or necessary to job performance may be managed by Stewart. Upon receipt of any directive of the City to preserve data, Stewart will comply and deleted nothing from these devices.

9. **Primary Residence.** Stewart agrees to establish residence within Minot, North Dakota within two (2) months of employment, and hereafter to maintain their residence within Minot, North Dakota for the term of this Agreement.
10. **Permission Required to Leave the City.** Stewart shall not leave Minot, North Dakota for more than forty-eight (48) hours without permission therefor from the mayor, or in the absence of the Mayor, the President of the City Council, or in the absence of the Mayor and President of the City Council, the Vice-President of the City Council. Proof of permission must be granted in writing with a copy provided to the City’s Human Resources Director and City Auditor/Finance Director. In the absence from the City of the City Manager the City Auditor/Finance Director shall perform all duties of the City Manager, and Stewart agrees to fully apprise the City Auditor/Finance Director of all pending matters of concern prior to leaving the City. Minot City Ordinance Sec. 2-51, 2-53.
11. **Outside Activities.** The employment provided for by this Agreement shall be Stewart’s primary employment. Stewart may hold another job while working for the City, but secondary employment must not interfere with job performance and must be done outside of normal working hours. The City Council shall be made aware of secondary employment by Stewart to confirm that a conflict of interest does not exist.
12. **Ethical Commitments.** Stewart will at all times uphold the tenets of the ICMA Code of Ethics, a copy of which is attached hereto and incorporated herein. Specifically, Stewart shall not endorse candidates, make financial contributions, sign or circulate petitions, or participate in fundraising activities for individuals seeking or holding elected office, nor seek or accept any personal enrichment or profit derived from confidential information or misuse of public time. The City shall support Stewart in keeping these commitments by refraining from any order, direction, or request that would require Stewart to violate the ICMA Code of Ethics. Specifically, neither the City Council nor any individual member thereof shall request Stewart to endorse any candidate, make any financial contribution, sign or circulate any petition, or participate in any fundraising activity for individuals seeking or holding elected office, nor to handle any matter of personnel on a basis other than fairness, impartiality, and merit.
13. **Annual Performance Review.**

- a. **Form.** The City shall annually review the performance of Stewart. Evaluations of Stewart for 2024, 2026, and 2027 shall be completed by the City Council. Evaluations of Stewart for 2025 and 2027 shall be 360 evaluations. On years where 360 evaluations are required, evaluations must be completed by the City Council, and all direct reports and Community Stakeholders must also be given the opportunity to submit an evaluation of Stewart. Community Stakeholders are to be determined by the City Council on the years the 360 evaluations are held – but at minimum must afford Minot State University, the Minot Air Force Base, area economic development organizations, and regional healthcare systems the opportunity to complete evaluations of Stewart. Annual and 360 evaluations shall be conducted using the form attached to this Contract as Exhibit 3. The evaluations shall be conducted according to the following schedule:

- i. 2024 annual evaluation shall be distributed to the City Council on or before January 2, 2024 and completed by City Council and submitted to the HR Director by 4:30pm on January 22, 2024.
- ii. 2025 360 evaluation shall be distributed to the City Council and all direct reports to the City Manager on or before January 2, 2025, and completed by City Council and submitted to the HR Director by 4:30pm on January 22, 2025.
- iii. 2026 annual evaluation shall be distributed to the City Council on or before January 2, 2026, and completed by City Council and submitted to the HR Director by 4:30pm on January 22, 2026.
- iv. 2027 360 annual evaluation shall be distributed to the City Council on or before January 4, 2027, and completed by City Council and submitted to the HR Director by 4:30pm on January 22, 2027.
- v. 2028 evaluation shall be distributed to the City Council and all direct reports to the City Manager on or before January 3, 2028, and completed by City Council and submitted to the HR Director by 4:30pm on January 24, 2028.

14. **Retirement.** The City agrees to pay an amount equivalent to 8.26% of Stewart's annual salary toward a retirement plan or program of Stewart's choice. Alternatively, Stewart shall be allowed to participate in NDPERS and, should Stewart elect to participate in NDPERS, the City agrees to pay the full employer contribution rate, as determined by the State of North Dakota.

15. **Termination.** Termination shall occur when:

- a. **Stewart Termination.** Stewart may terminate this Agreement upon written notice being given at least sixty (60) days prior to the intended date of termination. Minot City Ordinance Sec. 2-49.
- b. **City Termination.** The City may terminate this Agreement at any time, with or without cause, at a properly posted and duly authorized public meeting. Termination shall be considered effective the date the City Council votes to terminate Stewart's employment.
- c. **Mutual Agreement to Terminate.** The parties can mutually agree to terminate this Agreement. Termination shall be considered effective the date the parties mutually agree.
- d. **City, Citizen, or Legislative Action.** If the City, citizens, or legislature acts successfully amend, by legislative action or initiated measure, any provisions of the City's Code of Ordinances or the North Dakota Century Code which requires the City to cease operating

under a city manager plan, such action, shall constitute termination. Termination shall be considered effective the date the ordinance or statutory amendment becomes effective.

16. Severance.

- a. If this Agreement is terminated pursuant to Paragraph 15(a) or (c), Stewart shall be compensated for accrued, unused annual leave (up to 300 hours); and incurred and reimbursable expenses under Paragraph 8(b)(ii). The City will observe all financial obligations under this Agreement through the date of termination.
- b. If this Agreement is terminated pursuant to Paragraph 15(b), with cause, Stewart shall be compensated for accrued, unused annual leave (up to 300 hours); and incurred and reimbursable expenses under Paragraph 8(b)(ii). The City will observe all financial obligations under this Agreement through the date of termination.
 - i. For purposes of this Agreement, cause shall include conviction of a crime; documented poor performance, as determined by a majority of the City Council; violation of City policy, as determined by a majority of the City Council; commission of an act for his or her own personal financial gain at the expense of the City, as determined by a majority of the City Council; or violation of any federal, state, or City procurement, labor, or human rights laws and policies, as determined by a majority of the City Council.
- c. If this Agreement is terminated pursuant to Paragraph 15(b), without cause, or pursuant to 15(d), Stewart shall be compensated 6 months' salary at the then current rate of pay, which shall be paid in lump sum or in continuation of salary at the existing biweekly basis at Stewart's option; accrued, unused annual leave (up to 300 hours); and incurred and reimbursable expenses under Paragraph 8(b)(ii). The City will observe all financial obligations under this Agreement through the date of termination.
- d. **Post-Severance Benefits.** Following termination, City shall continue to provide the following benefits:
 - i. Access to health insurance pursuant to the Consolidated Omnibus Budget Reconciliation Act ("COBRA");
- e. **Acceptance of Severance.** Stewart's acceptance of the Severance Pay and benefits as provided in this Agreement shall release the City from any and all claims or causes of action that Stewart may have against the City arising out of this Agreement, including any breach of contract claim. Prior to the City's release of any funds relating to Severance Pay, Stewart shall execute a Separation of Employment and General Release Agreement in the form of the document attached as Exhibit 2.

17. Notices. Notice pursuant to this Agreement shall be given by personal service or by depositing in the custody of the United States Postal Service, postage prepaid, return receipt requested, and addressed as follows:

- a. **If to City:**
City of Minot
c/o Mayor
PO Box 5006
Minot, ND 58702

b. **If to Stewart:**

Harold Stewart

1822 8th St SW
Minot, ND 58701

Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice with the United States Postal Service.

18. **Integration.** This Agreement sets forth and establishes the entire understanding between Stewart and the City relating to Stewart's employment with the City. Any prior discussions or representations by or between the City and Stewart are merged into and rendered null and void by this Agreement. The City and Stewart may by mutual written agreement amend any provision of this Agreement during the life of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.
19. **Indemnification and Defense.** To the extent permitted under state and local law, Stewart shall have the same rights and privileges to defense and indemnification as other City employees.
20. **Severability.** The invalidity or partial invalidity of any portion of this Agreement will not affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both the City and Stewart subsequent to the expungement or judicial modification of the invalid provision.
21. **Counterparts.** This Agreement may be executed in one or more facsimile, electronic or original counterparts, each of which shall be deemed an original and both of which together shall constitute the same instrument.
22. **Jurisdiction.** This Agreement shall be governed by the laws of the State of North Dakota, and the Ward County District Court shall have exclusive jurisdiction of any disputes arising under this Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed this Employment Agreement effective as of the Effective Date.

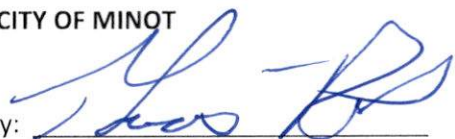
EMPLOYEE

By: 

Harold Stewart, City Manager

Date: 6-19-23

CITY OF MINOT

By: 

Thomas Ross, Mayor

Date: 6.19.23

Attest: Mikayla McWilliams
Mikayla McWilliams, City Clerk

Date: 10-19-2023

Exhibit 1
City Manager Job Description

I. NATURE OF WORK

This is a highly responsible executive-level position involving planning, directing and coordinating the work of city departments, services and functional units on behalf of the City Council. Work is performed under the policy direction and oversight of the City Council, and the employee is accountable to the City Council. In addition to the essential functions of work, specified below, the employee must be able to perform other related duties, as assigned.

II. ESSENTIAL FUNCTIONS OF WORK

A. Policy Development & Oversight

- 1) Work closely with the City Council to articulate and accomplish strategic goals and objectives.
- 2) Inform and advise the City Council on relevant administrative, financial, legal and organizational parameters that affect the accomplishment of municipal goals and objectives.
- 3) Provide administrative and technical support to the City Council, through the following: supervising the preparation of agendas and reports for the City Council (and the public); analyzing policy issues; formulating plans to improve the effectiveness and efficiency of city operations and services; and offering recommendations to improve City Council functioning and effectiveness.
- 4) Faithfully execute City Council policies and maintain overall responsibility for accomplishment of goals and objectives (set by the City Council).

B. Oversee Management of Fiscal, Capital, & Human Resources

- 1) Assist the City Council in developing budget goals.
- 2) Within parameters set by the Council, direct the preparation of the annual operational budget, along with multi-year physical capital and human capital budgets.

- 3) Oversee budgetary execution and control, and recommend or approve any necessary budgetary adjustments.
- 4) In coordination with the finance director, provide periodic reports on the city's financial status and financial forecasts. Identify any anticipated problem areas, and suggest potential remedial actions.
- 5) In coordination with leadership team members and the human resources director, provide periodic reports on: current and projected staffing needs; employee satisfaction, engagement, and retention; and staff training and development programs.

C. Oversight of Operational Performance

- 1) Maintain ultimate administrative responsibility for the effective and efficient operation of the city government.
- 2) Assure compliance with applicable city, state, and federal rules, regulations, laws and ordinances.
- 3) Monitor the overall effectiveness and efficiency of city programs, activities and staff, using sound, data-based measurement and quality assurance practices. Work to improve their efficiency and effectiveness.
- 4) Provide overall direction, coordination, and leadership of department head and functional work teams, dividing up responsibilities and prioritizing resources.
- 5) Appoint department heads and other (designated) high-level personnel, with the advice and consent of the City Council. Provide appropriate leadership, supervision and support to this leadership team.

D. Intergovernmental & Public Relations

- 1) Represent the city before local, county, regional, state and federal governmental entities and elected officials.
- 2) Foster the development of collaborative relationships with other governmental entities and key community institutions and organizations, both public and private (e.g., Minot State University, Minot Air Force Base, area economic development organizations,

regional healthcare systems, etc.).

- 3) Assure a high level of customer service to the residents of Minot, with timely and responsive attention to requests, complaints, questions, disputes and concerns.

III. REQUIREMENTS OF WORK

- A. The fundamental ability to bring about the provision of governmental services in an effective and efficient manner, with accountability and transparency of process.
- B. Strong commitment to the underlying core values of the city, and its statements of mission and goals.
- C. Extensive knowledge of the principles, theories and practices of modern executive and administrative planning and management.
- D. Thorough knowledge of federal, state and local laws, regulations and policies applicable to structure, functions, programs and practices in providing public services through city government.
- E. Thorough knowledge of modern principles, practices, methods and techniques in evaluating program, staff, financial and facility needs of a medium-sized city.
- F. The ability to understand, conceptualize, and analyze complex situations, giving adequate weight to competing interests, priorities, and values. Excellent problem-solving skills are required.
- G. A high level of interpersonal awareness and skill, resulting in the following: the ability to interact effectively with members of the City Council, city staff, representatives of other governmental organizations, and the general public; lead effective teams; successfully manage conflict; and foster healthy and functional organizational dynamics and culture.
- H. Ability to plan, organize, coordinate, prioritize, assign and evaluate the work of department heads and relevant support staff.
- I. Commitment to collegial and collaborative leadership and management approaches.
- J. Ability to communicate complex ideas effectively, both orally and in writing.
- K. Ability to understand socio-economic and cultural aspects of an increasingly diverse urban

population, with the goal of effectively satisfying community needs and aspirations.

IV. MINIMUM TRAINING AND EXPERIENCE

Possession of a master's degree in public administration, management, business administration, or related field, and broad and diversified managerial experience in planning and directing major programs of public or private organizations; or any equivalent combination of training and experience.

V. PHYSICAL & OTHER REQUIREMENTS

The employee must be capable of "light work", with adequate communicative, sensory and mobility ability to function in primarily a typical office work environment (with occasional work in off-site settings and adverse environmental conditions). Non-physical demands include: the ability to effectively interact with a broad range of people; cope with time pressures, multiple simultaneous tasks and demands, and irregular work schedules; occasionally travel outside the city; respond to emergency situations; and work closely with others as part of a team. The employee must have, or be able to obtain, a North Dakota drivers license.

Exhibit 2
Separation of Employment Agreement and General Release Agreement

This Separation of Employment and General Release Agreement ("Agreement") is made by and between the City of Minot ("the City") and Harold Stewart IIO

WHEREAS, the City employed Stewart as its City Manager;

WHEREAS, [INSERT SPECIFICS]

NOW THEREFORE, in consideration of the mutual covenants herein contained and the mutual benefits to be derived therefrom, the sufficiency of which consideration is hereby acknowledged by the undersigned, the City and Stewart agree and state:

1. **Termination of Employment.** Stewart's employment shall terminate on _____, which shall be considered Stewart's final date of employment.
2. **No Admission of Liability.** This Agreement is not an admission by Stewart or the City of any wrongful conduct whatsoever. Both parties deny and disclaim any liability to or wrongful conduct against the other or any third party.
3. **Payment and Benefits.** Stewart shall receive his regular paycheck for the pay period ending _____, 20____, on or before _____, 20____. Stewart shall receive on or before _____, 20____ an additional payment to compensate for his accrued annual leave, subject to customary payroll deductions. As consideration for this Agreement and the release of all obligations due and owing Stewart the City shall:
 - a. Pay Stewart an amount equal to _____ () months of his current salary;
4. **Surrender and Vacation of the City's Property.** Upon execution of this Agreement, Stewart shall vacate City Property and deliver all of the City's property in their possession to the City Finance Director, who shall inventory the same. Stewart agrees and understands that all of the City property must be returned intact, with all documents, emails, text messages, and other information and records intact, and not to destroy any records or information that may be located in or on City property.
5. **Non-Disclosure of Confidential or Closed Information Obtained by Stewart.** Stewart agrees that during the term of his employment as City Manager he received certain confidential records and information as defined by N.D.C.C. § 44-04-17.1(3) and certain closed records and information as defined by N.D.C.C. §§ 44-04-17.1(1) and (2). Stewart agrees that he will keep this information strictly confidential. In the event that City determines a breach of this confidentiality occurred, City reserves the right to have the matter addressed by a court of competent jurisdiction. Should City be required to do so, City reserves the right to request recovery of all attendant attorneys' fees, costs, sanctions, and other damages arising from or related to any breach of confidentiality by Stewart, which Stewart expressly agrees to pay.
6. **Stewart's Release and Waiver of Claims.** In consideration of the payments described herein and the other promises, agreements, and covenants made herein, the receipt and sufficiency of which

are acknowledged, Stewart hereby releases and forever discharges City and its respective partners, agents, attorneys, employees, representatives, directors, officers, managers, members, participants, affiliated entities, sureties, self-insurance pool, predecessors, successors, and assigns from and against Stewart's claims and any and all claims, damages, injuries or other causes of action that Stewart has asserted or reasonably could have asserted or that arise from, or in any way relate to the Employment Agreement, Stewart's employment as City Manager for City, and/or the Termination, and the facts and circumstances surrounding the Employment Agreement, Stewart's employment as City Manager for City, and/or the Termination. Stewart's Release specifically includes, but is not limited to, all claims, damages, costs, and any legal or equitable relief of any kind, including but not limited to attorneys' fees and costs, arising under any and all federal, state, and local statutory and common laws (whether such claims sound in breach of contract, tort, employment law, constitutional law, and/or equity), claims based upon wrongful termination, due process, breach of contract, defamation, or retaliation, and/or any claims that are known or unknown, whether conceivable or inconceivable, or which in the future may arise related to the Employment Agreement Stewart's employment as City Manager for City, and/or the Termination, including without limitation, any and all claims sounding in breach of contract, tort, including but not limited to damages for lost employment, out of pocket costs, lost earnings, lost earning capacity, profit sharing, retirement plans, benefits, or any claims made or which could have been made. Stewart specifically releases and forever discharges City, its elected and/or appointed officials, and its individual employees or representatives from any injuries he sustained or may in the future sustain or that he has claimed were caused or worsened as a result of City's conduct relating to the Employment Agreement, Stewart's employment as City Manager for City, and/or the Termination, or the facts and circumstances surrounding the Employment Agreement, Stewart's employment as City Manager for City and/or the Termination, or which in the future may arise or worsen. Stewart further agrees that he expressly waives any and all rights under N.D.C.C. § 9-13-02, which reads as follows:

"Extension to known claims. A general release does not extend to claims which the creditor does not know or suspect to exist in the creditor's favor at the time of executing the release, which if known by the creditor, must have materially affected the creditor's settlement with the debtor."

Stewart's Release shall not include claims arising out of a breach of this Agreement, and a claim of breach of this Agreement is not subject to the terms of, or otherwise released in, this Agreement.

7. **References.** If it is necessary for the City to provide a reference to a prospective employer, Stewart agrees that he will direct the prospective employer to contact the Human Resources Director.
8. **Representations and Warranties.** The undersigned parties hereby represent and warrant the following to the other:
 - a. Stewart represents and warrants that they are legally and mentally competent to sign this Agreement; they are the sole owner of any claims against the City; they have the requisite capacity and authority to make this Agreement, and no portion of any existing or potential claims has been sold, assigned or pledged to any third party; and they presently possess the exclusive right to receive all of the consideration paid in exchange for this Agreement.
 - b. Stewart expressly reserves the right to file a claim for unemployment benefits.

- c. Stewart further agrees to indemnify and hold the City harmless from any and all loss, costs, damages or expenses, including reasonable attorney fees incurred by the City, arising out of any claim concerning the separation of employment that may hereafter be made by Stewart or any other party.
 - d. This Agreement sets forth the entire agreement between the entire agreement between the parties and supersedes any and all prior agreements or understandings between the parties pertaining to the subject matter herein. No waiver of a breach of any provision of this Agreement shall be construed to be waiver of any breach of any other provision of this Agreement or of any succeeding breach of the same provision. No delay in acting with regard to any breach of any provision of this Agreement shall be construed to be a waiver of such breach. If any provision in this Agreement is found to be unenforceable, all other provisions will remain fully enforceable.
 - e. No promise or inducement has been made or offered, except as herein expressly set forth, and this Agreement is executed without reliance upon any statement or representation by any of the released parties or their representatives.
 - f. The language of all parts of this Agreement shall, in all cases, be construed as a whole, according to its fair meaning, and not strictly for or against either party.
 - g. This Agreement and any amendments hereto may be executed in multiple counterparts by the parties. Each counterpart shall be deemed an original, but all counterparts together shall constitute one and the same instrument.
9. **Jurisdiction.** This Agreement shall be governed by the laws of the State of North Dakota, and the Ward County District Court shall have exclusive jurisdiction of any disputes arising under this Agreement.
10. **Binding Effect.** This Agreement shall be binding upon and shall accrue to the benefit of the parties hereto, their respective personal representatives, successors in interest and assigns.
11. **Review and Revocation.** The parties acknowledge that Stewart may revoke their acceptance and execution of this Agreement at any time within seven (7) days of the date of their execution of it. Any revocation shall be in writing and shall be effective upon timely receipt by the City's Attorney. If the revocation is submitted by mail, the revocation must be postmarked before the expiration of the seven (7) day revocation period, and must be sent by overnight mail or other method so that it is received at the above address no later than the next business day immediately following the expiration of the seven (7) day period. Further, Stewart represents that, before accepting and executing this Agreement, they were given a review period of twenty-one (21) days in which to consider it. Stewart further represents that they (a) took advantage of as much of this period as required to carefully read and consider this Agreement before signing it; (b) carefully read the full Agreement and the Release included herein; (c) fully understands it; and (d) is entering into it voluntarily. Stewart represents that Employer encouraged them to discuss this Agreement with an attorney of choice before signing it. This Agreement shall not become effective or enforceable until the seven-day revocation period has expired without Stewart having revoked acceptance of it.

IN WITNESS WHEREOF, the Parties hereto have executed this Employment Agreement effective as of the Effective Date.

EMPLOYEE

By: _____
Harold Stewart, City Manager

Date: _____

CITY OF MINOT

By: _____
_____, Mayor

Date: _____

Attest: _____
_____, City Clerk

Date: _____

**Exhibit 3
Evaluation Form**

Completed by (optional): _____

Date: _____

Instructions

Using the following rating scale, please circle the number, in each question below, that best reflects your rating of the City Manager's performance during the past year.

Rating Scale	
1	Unacceptable
2	Needs improvement
3	Meets standard
4	Exceeds standard
5	Outstanding
6	Have not experienced or observed

<u>Valuing Behaviors</u>	
1.) Seeks input from all team members Comments:	1 2 3 4 5 6
2.) Measures results instead of individual styles Comments:	1 2 3 4 5 6
3.) Maintains a balance between "people" issues and "business" issues	1 2 3 4 5 6

Comments:	
4.) Shows genuine concern for team members	1 2 3 4 5 6
Comments:	
5.) Keeps the focus on fixing problems rather than finding someone to blame	1 2 3 4 5 6
Comments:	
6.) Treats people fairly, without showing favoritism	1 2 3 4 5 6
Comments:	
7.) Cares about me	1 2 3 4 5 6
Comments:	
8.) Protects confidentiality	1 2 3 4 5 6
Comments:	
9.) Recognizes and rewards my individual contributions in a manner meaningful to me	1 2 3 4 5 6
Comments:	
<u>Interdependent Behaviors</u>	
10.) Supports a team environment by recognizing and rewarding collaboration, cooperation and activities contributing to others' success	1 2 3 4 5 6
Comments:	
11.) Recognizes and rewards team-supportive actions and behaviors	1 2 3 4 5 6
Comments:	

12.) Doesn't criticize those who are not present Comments:	1 2 3 4 5 6
13.) Considers the impact of actions and decisions on other departments before implementing Comments:	1 2 3 4 5 6
14.) Recognizes and supports the work of other departments Comments:	1 2 3 4 5 6
<u>Communication Behaviors</u>	
15.) Encourages others to express different ideas and perspectives Comments:	1 2 3 4 5 6
16.) Is open to other perspectives and is willing to change his or her position when presented with compelling information Comments:	1 2 3 4 5 6
17.) Is open to negative and/or constructive feedback Comments:	1 2 3 4 5 6
18.) Keeps me informed on the status of my work and updates in the organization Comments:	1 2 3 4 5 6
19.) Effectively deals with conflict Comments:	1 2 3 4 5 6

20.) Lets me know how I am doing. Gives open and constructive feedback. Comments:	1 2 3 4 5 6
21.) Involves me in decision-making when appropriate Comments:	1 2 3 4 5 6
22.) Sets a clear direction for our City, Team, Department etc. Comments:	1 2 3 4 5 6
<u>Valuing Diversity Behaviors</u>	
23.) Ensures that City activities are inclusive Comments:	1 2 3 4 5 6
24.) Seeks input/feedback from diverse individuals and groups, including internal and external customers Comments:	1 2 3 4 5 6
25.) Treats everyone with respect and fairness Comments:	1 2 3 4 5 6
<u>Leadership Behaviors</u>	
26.) Encourages and embraces change by challenging the status quo Comments:	1 2 3 4 5 6
27.) Provides cross-functional development opportunities for team members Comments:	1 2 3 4 5 6

28.) Encourages and supports my involvement in training and development activities and events Comments:	1 2 3 4 5 6
29.) Encourages and supports my involvement in community activities and events Comments:	1 2 3 4 5 6
30.) Encourages and supports my involvement in company activities and events Comments:	1 2 3 4 5 6
31.) Uses actions and behaviors that are consistent with his or her words Comments:	1 2 3 4 5 6
32.) Is trustworthy Comments:	1 2 3 4 5 6
33.) Is a role model for continuous improvement Comments:	1 2 3 4 5 6
34.) Uses a coaching management style, rather than an authoritarian boss management style Comments:	1 2 3 4 5 6
35.) Supports me and helps me achieve results Comments:	1 2 3 4 5 6
36.) Supports a customer service approach for both internal and external customers Comments:	1 2 3 4 5 6

37.) Deals with issues that need to be addressed Comments:	1 2 3 4 5 6
38.) Provides a clear sense of purpose and direction, roles and responsibilities, for me individually and for our group/team members Comments:	1 2 3 4 5 6

General Feedback

Optional: Type or print your answers; add additional pages if needed. Please be as specific as possible by including examples.

1. List and briefly describe examples of the behavior, activities, feedback or coaching Mr. Stewart has provided that makes your job, work environment or more enjoyable and meaningful to you.
2. What activities, behavior, feedback or coaching would you like your manager to stop doing? Please explain.
3. Please provide comments that you feel will be meaningful for your manager to sustain or improve his or her effectiveness.



TO: Mayor Tom Ross
Members of the City Council

FROM: Jennifer Eckman, Airport Director

DATE: April 1, 2024

SUBJECT: North Dakota Aeronautics Commission State Grant Request

I. RECOMMENDED ACTION

1. Direct staff to submit grant requests to NDAC; and
2. If grant(s) are awarded, authorize the Mayor to sign agreement(s).

II. DEPARTMENT CONTACT PERSONS

- | | |
|---|----------|
| A. Jennifer Eckman, Airport Director | 857-4724 |
| B. Maria Romanick, Airport Operations Manager | 857-4724 |

III. DESCRIPTION

A. Background

The North Dakota Aeronautics Commission accepts grant requests for projects annually. The grant requests for 2024 are due to the NDAC by 5pm CST, April 10, 2024. Typically, the state will consider grant requests in the amount of 50 percent of the project costs. Routine pavement maintenance projects are eligible at 90 percent of the project costs. The NDAC prioritizes the requests from across the state and will provide notice of grant award by June 6, 2024.

B. Proposed Projects

The following projects are proposed to be submitted for state grant funding:

Project	Total Cost Estimate	Anticipated Local Share ³	Federal (%)	State (%)	Local (%)	Budgeted Year	Budgeted Amount
Crack Sealing & Repair (Airside)	\$30,000	\$3,000	-	90%	10%	2024	\$30,000
Crack Sealing & Repair (Landside) FY2023-2024 ¹	\$85,999	\$43,000	-	50%	50%	2023-2024	\$86,000
Acquire Airport Ops Vehicle ¹	\$43,652	\$21,826	-	50%	50%	2023	\$75,000
Electrical Vault Rehab ²	\$525,000	\$26,250	90%	5%	5%	2024 ⁴ - 2025	\$26,250
Exit Lane Improvements ¹	\$140,872	\$70,436	-	50%	50%	2023 ⁴	\$140,872
Front Mount Mower	\$63,508	\$31,754	-	50%	50%	2023	\$60,000
Fuel Farm Repairs ¹	\$76,010	\$38,005	-	50%	50%	2024 ⁴	\$76,010
Hangar Demo /Relocation NEPA	\$100,000	\$50,000	-	50%	50%	2026 ⁴	\$1,800,000
Fuel Farm Oil Water Separator	\$50,000	\$25,000	-	50%	50%	2024	\$75,000

Runway Pvmnt Rehab (BIL 64) ¹	\$373,972	\$18,521	90%	5%	5%	2022	\$58,600
Taxiway C-C3 Rehab ²	\$6,800,000	\$340,000	90%	5%	5%	2024	\$2,500,000
Terminal Fire Alarm Repair	\$127,103	\$63,552	-	50%	50%	2024 ⁴	\$127,103
Wildlife Hazard Removal Ph 3 ²	\$3,425,000	\$171,250	90%	5%	5%	2024	\$3,339,000
Total	\$11,841,116	\$902,594					

¹Project already completed, seeking state reimbursement

²Project is a federal FAA project, state will match local share of 5 percent.

³Some projects on this list the City Council has given prior permission to seek grants and outside funding.

⁴Unanticipated expenditure, not originally budgeted, and budget amendments were approved by City Council or will be requested once project is bid.

C. Consultant Selection

Not required.

IV. IMPACT:

A. Strategic Impact:

The state grant program allows airports to be reimbursed for critical improvements to the airport, which are not typically eligible for FAA funding. Additionally, the state grant program matches the local share for FAA eligible projects. Both enable the airport to make critical safety and operational improvements.

B. Service/Delivery Impact:

The state grant projects recommended this year are needed to continue safe operations at the Minot International Airport.

C. Fiscal Impact:

The anticipated costs of each project are highlighted in the description of the state grant program. Projects that have already occurred and the airport is seeking reimbursement are noted in the table.

V. CITY COUNCIL ASPIRATIONS

The City Council aspirations that are achieved by adopting the proposed recommendation and completing these projects include providing a safe and welcoming environment at the Airport.

VI. ALTERNATIVES

The City Council could recommend that individual projects be postponed or denied, resulting in a delay in projects or uncaptured opportunity to receive state funding for needed repairs.

VII. TIME CONSTRAINTS

The final funding requests are required to be submitted to the FAA and the North Dakota Aeronautics Commission by early April 10, 2024.

VIII. LIST OF ATTACHMENTS

A. Draft State grant requests

Project Information

Please complete this page for each project.

Project Title Exit Lane Improvements		Total Estimated Cost \$140,872.00	Estimated Completion Date October 31, 2024
Type of Funding Request ☒ First-Time Request ☐ Repeat Request ☐ Supplemental Request			NDAC Priority Rating 33
Project Description The project includes removal of an unsecured access and replacement with an Exit Lane Breach Control system. The technology will enhance security by providing a single direction exit corridor, motion detection, and video sensors to secure directional traffic flow.			
Describe Need or Justification for the Project The existing system was not automated. Alarms and other security measures could be bypassed. New technology was required to reduce risk of un-inspected intrusions and unauthorized access into the secure area of the terminal.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☒ Yes ☐ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☐ Yes ☒ No	If yes, Airport Improvement Program (AIP) Number	Year
---	--	------

Provide a summary of the estimated cost of the project, including the source of all funding.

Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$	%
State Share		\$ 70,436.00	50 %
Sponsor Share	Airport	\$ 70,436.00	50 %
	Other:	\$	%
Project Totals		\$ 140,872.00	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.

dormakaba Americas, Airport Solutions AS, 6161 E. 75th Street, Indianapolis, IN 46250

William (Bill) Seibert

T: +1 704 774 7368

Minot International Airport

Jennifer Eckman

305 Airport Road

Suite 216

Minot, ND 58703

bill.seibert@dormakaba.com

Page 1 / 3

Exit Lanes

Classification: Public

Indianapolis, IN, 12 June 2023

Minot Exit Lane Addition

Dear Jennifer,

On behalf of dormakaba USA Inc., we express our appreciation for the opportunity to supply the following proposal for the exit lane breach control technology for Minot International Airport. It is our intention to provide you with a smooth and expeditious process and a quality product delivered on time and complete. We expect to install and commission our system to your expectations, without concern; leaving you free to manage the total project and have no worries that the dormakaba scope of work is under control.

The following outlines:

- A. Project Description
- B. Scope of Work
- C. Project Specific Terms and Conditions
- D. Exceptions
- E. Product Description
- F. Product Drawing
- G. Pricing
- H. Relevant Experience
- I. Dormakaba General Terms and Conditions of Sale

Please contact me directly with any questions and/or concerns. Thank you once again for your interest in the dormakaba products and services, we look forward to working with you.

Best Regards,

Bill Seibert
dormakaba USA Inc
Business Development Manager
Airport Solutions AS

A. Project Description

1. Dormakaba will furnish and install one (1) PIL-M02 16 Single Exit Lane Breach Control (ELBC) corridors for delivery and installation at Minot International Airport.
2. The system proposed is a configuration consisting of (3) full height automatic doors, two (2) half-height swing gate per lane, with camera sensor technology for intruder and object detection. The similar configuration has been tested and accepted for use without a guard under an amended Airport Security Program (ASP).
3. Product quoted is the manufacturers standard product, terms, and conditions.

B. Scope of Work

1. Dormakaba shall be responsible for:
 - a. Generating shop drawings upon receipt of a purchase order or contract.
 - b. Coordinating shipping by specific method, air or sea freight.
 - c. Provide factory authorized installers and/or an installation supervisor.
 - d. Unpacking all crates delivered to the install area to begin installation.
 - e. Provide support to security and fire integrators for I/O integration
 - f. Assembling all unit components in preparation for operational testing.
 - g. Testing to ensure the units are operable to the specific location
 - h. Provide operations training to owner designated personnel (4 hours).
 - i. Provide PM training to owner designated personnel (4 hours).

2. The buyer, contractor or owner shall be responsible for:
 - a. Approving factory supplied shop drawings when applicable.
 - b. All power, data cabling, and cable connectors to point of installed units.
 - c. All cabling from the airport command center to ELBC unit(s) and I/O points.
 - d. All integration to the airports existing surveillance and fire detection systems.
 - e. Ensuring the floor conditions are smooth, level and free from expansion joints.
 - f. Verifying the slab contains no tension, data or electrical cables or plumbing.
 - g. Receipt, off-loading and storing of the shipment upon receipt at the job site.
 - h. Transporting any crates or crate contents to the installation area.
 - i. Removal of all crates and scrap metals from installation area.
 - j. Any work required to prepare and finish out opening
 - k. Sponsoring unescorted badge applications for technicians with clearance.
 - l. Ensuring there is an approved alternate means of egress in the event of an emergency

Project Specific Terms and Conditions

1. Validity of Quote: 90 days from date of quotation
2. Delivery: ExWorks to jobsite via LTL transportation. All Freight quoted are estimates. Actual charges may vary from the provided freight quote due to things like fuel surcharges, a change in rates, or unknown site-specific delivery requirements.
3. Lead Time: 5 working days after order, technical clarification and drawing approval.
4. Sales Tax: Unless otherwise noted, state and local sales tax are excluded. Please add applicable sales tax or provide a resale certificate issued from the state of destination.
5. Payment Terms: Net 30 days from receipt of a valid invoice
6. Warranty: Warranty is 24 months from installation of product. dormakaba's sole obligation shall be to repair or replace any parts found to be defective during the said guaranteed period.
7. Limitation of Liability: The total liability of dormakaba for all claims of any kind, whether in contract, liability or otherwise, arising out of, connected with, or resulting from dormakaba's performance of breach of this Agreement or services furnished hereunder shall in no event exceed the total purchase price expressed in this Agreement. dormakaba shall not under any circumstances be held liable for loss or profits or revenues, loss of use of product or any other product software, system, or facility, loss of data or information, lack or loss of productivity, interest charges, or cost of capital, cost of substitute product, software, systems, or services, cost of purchases or replacement power, downtime costs. Incidental, special, consequential damages are excluded from coverage under this warranty.

Exceptions:

dormakaba USA Inc. is acting as an equipment supplier to the selected contractor. awarded the contract for the entire scope. dormakaba's Scope of Work excludes any requirements for permits, licenses, bonds, or other fees.

We are submitting this bid subject to our being able to work out a mutually satisfactory definitive agreement as to the parties' obligations under the Specifications. Our submission of the bid is based upon the assumption that is we are the successful bidder, then such a mutually satisfactory, definitive agreement between the parties will be entered into. Subject to the terms and conditions contained in the bid documents and in accordance with our company policy, we would like to include the following:

Except for any (a) damages that the Owner is entitled to recover against Contractor under the [Owner Contract] in proportion to the Subcontractor's share of the responsibility for the delay due to Subcontractor's work, and (b) losses covered by insurance required by this [Subcontract]. Contractor and the Subcontractor mutually waive all claims against each other for consequential damages, including damages for loss of business, loss of financing related to the project, loss of profits not related to this project, loss of bonding capacity, loss of reputation, or insolvency. Notwithstanding anything contained herein and with the exception of gross negligence or willful, wanton, or intentional misconduct, Subcontractor's obligation to indemnify the indemnified parties shall be limited to the amount of (the subcontract value) or (\$2,000,000.00) whichever is greater, which amount the parties agree is an amount with a reasonable commercial relationship to this [Subcontract], provided, however, that the parties agree that this limitation of liability is applicable to uninsured claims only.

Exit Lane Breach Control Description

PIL-M02 16 Exit Lane Breach Technology

Includes:

Passage Width 1120mm (44-1/8")

Three Full-Height Doors

Two Half-height swing gate

Extension at landside for **thrown objects**

3-D Stereo sensor system

Configurable zones

- To assist in limiting false alarms
- To assist in determining threat level

Electrical cabinet within lane

- **No wiring on top of ceiling**

26 Inputs / Outputs for airports to choose

CAN Bus network

Voice module

Safety sensors

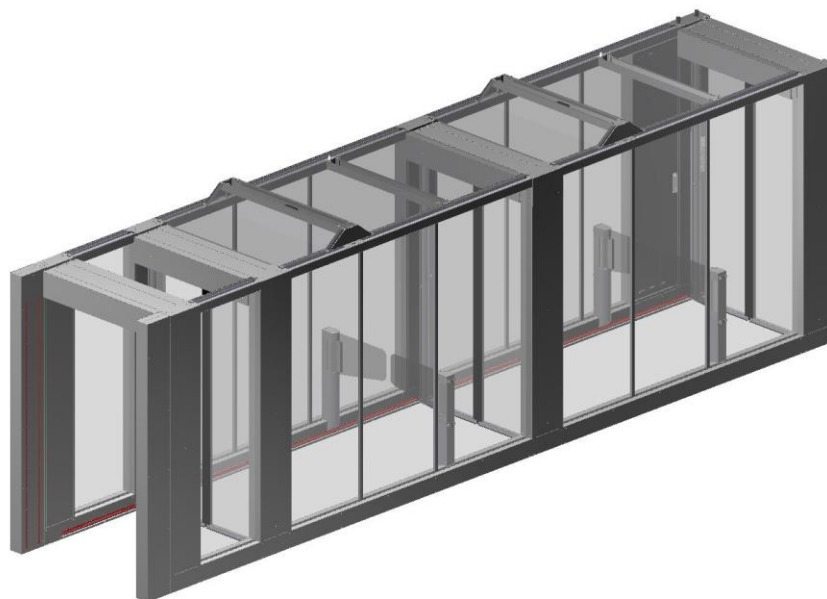
Activation sensors

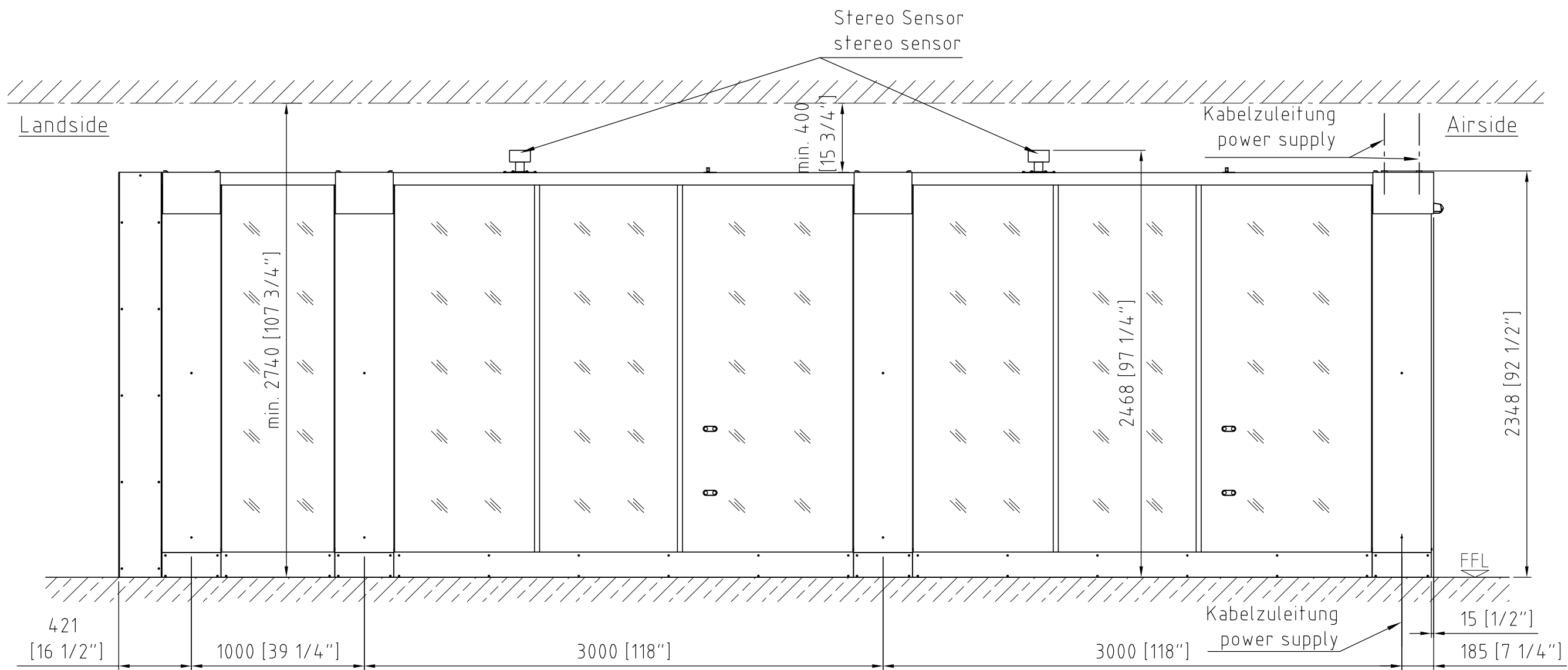
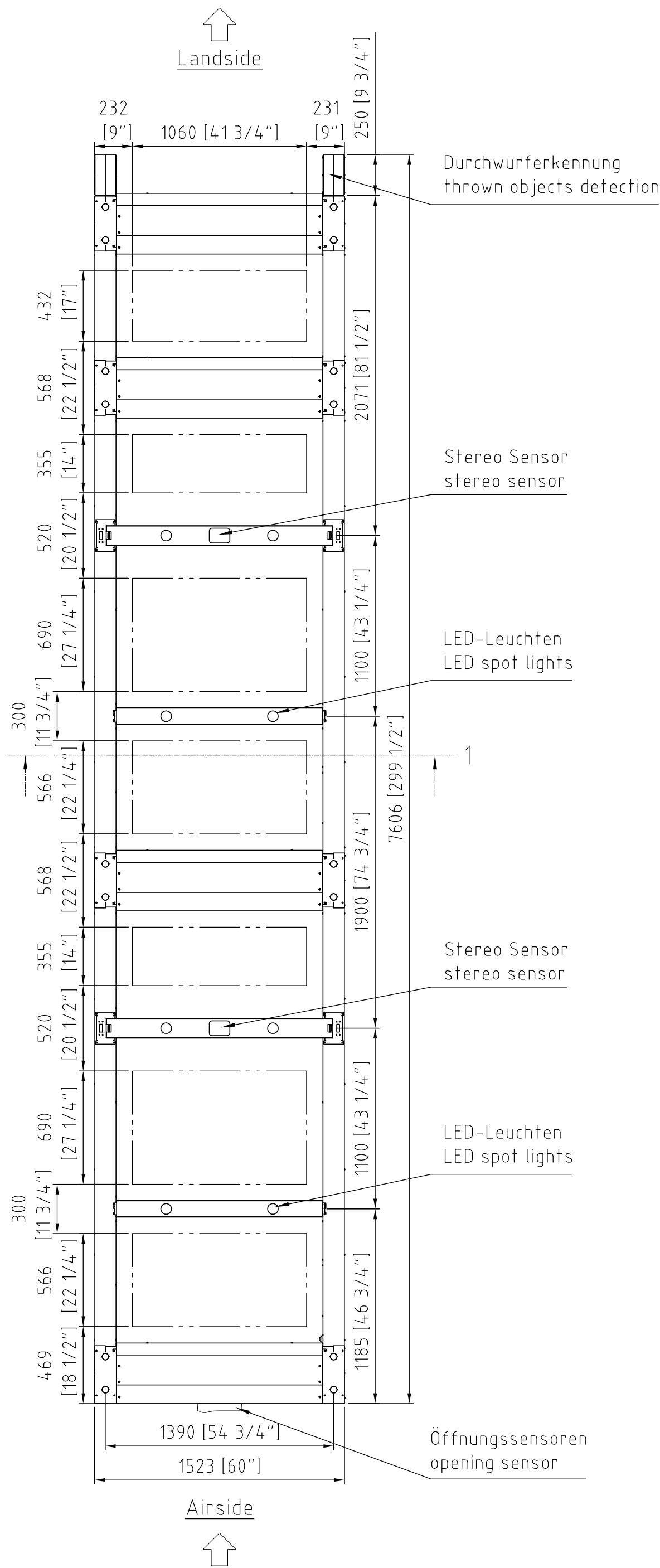
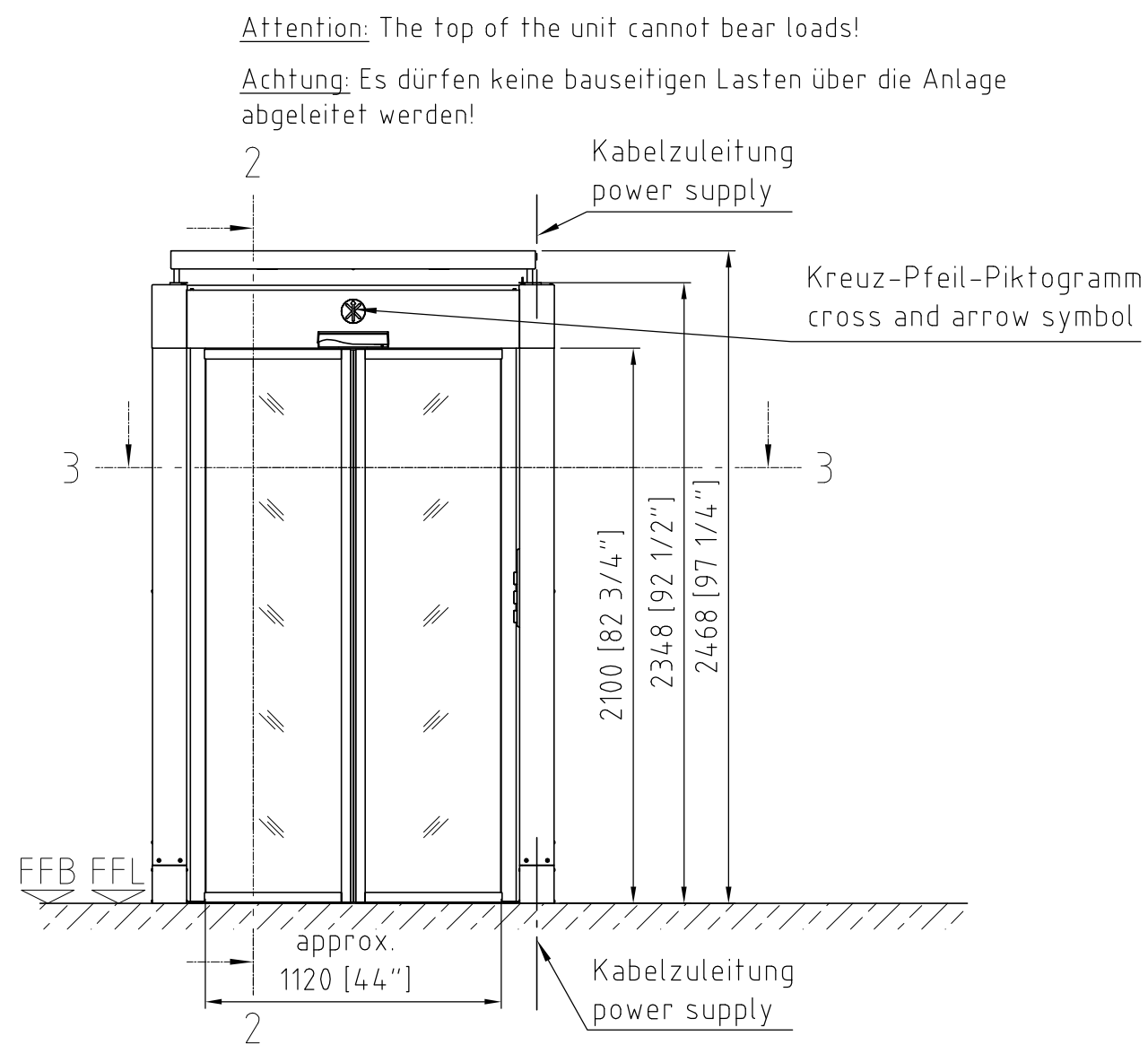
CCTV Camera each lane

Emergency Release Button

Separate drive units to help prevent collusion

Airport Staff Training





Orthos PIL on top
not walkable

Orthos PIL oben
nicht begehbar

1 Orthos PIL-M02 Einzelanlage Var. 3c

- Gesamthöhe: 2468 mm [97 1/4"]
- Gesamtbreite: 1523 mm [60"]
- Antriebe in der Anlage integriert
- Integrierte USV
- Signalanlage (Kreuz-Pfeil-Piktogramm Ø90mm) auf der Luftseite
- Einsperren von Personen wird durch Befreientaster verhindert
- Türöffnung über Sensor auf der Luftseite
- Infrarot Lichtgitter über die komplette Länge der Anlage auf zur Personendetektion und -schutz, als Öffnungssensor sowie zur Erkennung von hinterlassenen Gegenständen (min. > 50x50x50 mm, > ca. [1.97"] x [1.97"] x [1.97"])
- Achtung: bei spiegelnden Böden können Fehlschaltungen auftreten
- Multifunktionsprofil am Boden mit integriertem Lichtgitter und Glasaufnahme
- Multifunktionsprofil oben mit integriertem Kabelkanal und Glasaufnahme
- Oberfläche: Edelstahl geschliffen K 320 / AISI 304
- Montage auf tragfähigem Fertigfußboden

Mannshöhe, zweiflügelige Drehflügeltür

- Portalhöhe: 2348 mm [92 1/2"]
- Durchgangshöhe: 2100 mm [82 3/4"]
- Durchgangsbreite ca.: 1120 mm [44"]
- Verglasung: VSG 6 mm (ANSI Z97.1-2004)
- Nassverglasung Fa. dormakaba

Zweiflügelige, schnelllaufende, halbhöhe Schwenktüranlage

- Gesamthöhe: 900 mm [35 1/2"]
- Flügelhöhe ca.: 900 mm [35 1/2"]
- Durchgangsbreite ca.: 1120 mm [44"]
- Polycarbonat Flügel (klar) mit Einbahnstraßensymbolen

Netzausfallverhalten

- Drehflügeltür Luftseite geschlossen und verriegelt, letzte Bewegung schließen und verriegeln mittels integrierter USV
- alle weiteren Drehflügeltüren: geschlossen und nicht verriegelt, letzte Bewegung schließen mittels integrierter USV, danach Türflügel frei drehbar
- Schwenktüren letzte Bewegung schließen mittels integrierter USV, danach Türflügel frei drehbar

Ausstattungsmerkmale

- Verglasung Seitenwände: VSG 10 mm [0.39"] (ANSI Z97.1-2004), Trockenverglasung vor Ort
- Glasstöße mit Blechstreifen (Edelstahl) abgedeckt und vor Ort versiegelt
- Bürsten an Unterkanten der Türflügel (Bürstenprofil eloxiert C0)
- Gegenrichtungssensor auf Stereobasis
 - Schließen und Alarmierung bei Begehung in Gegenrichtung
- Sprachmodul (Sprache: Englisch)
- Durchwurferkennung von Gegenständen min. Ø100mm, v_{max} 10m/s
- Achtung: bei spiegelnden Böden können Fehlschaltungen auftreten!
- Beleuchtung: 8 LED-Leuchten (je 4W) Ø75 mm je Durchgang
- Bedienung über OPL 05 (Reinigen, Service, Blockieren, Freischalten, Gruppendauerfreigabe Auslass, Dauerfreigabe Auslass) mit Schlüsseltaster für baus. Euro-Halbzyylinder eingebaut im Portalpfosten Luftseite
- Schlüsseltaster Reinigen vorgerichtet für baus. Euro -Halbzyylinder eingebaut im Portalpfosten Luftseite
- Schlüsseltaster Service vorgerichtet für baus. Euro -Halbzyylinder eingebaut im Portalpfosten Luftseite

Funktionsablauf

- siehe Dokumentennummer: 32214DE Betriebsanleitung

- Kennzeichnung der Verglasung bauseits

1 Orthos PIL-M02 single unit var. 3c

- total height: 2468 mm [97 1/4"]
- total width: 1523 mm [60"]
- integrated drive units
- integrated UPS
- light display on the airside (cross and arrow symbol)
- Set free button to avoid entrapment of pedestrians
- opening sensor on airside portal
- Infrared light grids throughout the length of the corridor in the bottom profile system. Combined functionalities for presence detection, pedestrian safety, door opening and left object detection (min. 50x50x50 mm, approx. [1.97"] x [1.97"] x [1.97"])
- Attention: Reflecting floors may cause false detections of the light grid!
- multifunctional bottom profile with integrated light grids and glass fixing
- multifunctional top profile with integrated cable conduit and glass fixing
- finish: grinded stainless steel K 320 / AISI 304
- installation on load-bearing finished floor level

Full height, two leaf swin g door

- portal height: 2348 mm [92 1/2"]
- passage height: 2100 mm [82 3/4"]
- passage width approx.: 1120 mm [44"]
- glazing: laminated safety glass 6 mm [1/4"] (ANSI Z97.1-2004)
- wet-glazed by dormakaba

Half height, fast moving two-winged swing door

- total height: 900 mm [35 1/2"]
- height of barrier elements approx.: 900 mm [35 1/2"]
- passage width approx.: 1120 mm [44"]
- polycarbonate door leaves (clear) with one-way symbols on airside and landside

Behavior during power failure

- full height swing door airside: closed and locked, last movement is closing and locking through integrated UPS
- all other full height swing doors: closed and unlocked, last movement is closing through UPS, then doorwings freely rotateable
- half height swing doors: last movement is closing through UPS, then doorwings freely rotateable

Features

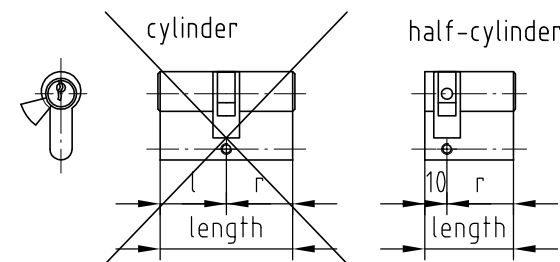
- sidewall glazing: laminated glass 10 mm [0.39"] (ANSI Z97.1-2004), dry glazing on site
- glass joints covered with sheet metal stripes of stainless steel and wet sealed on site
- brushes at the bottom of the door leaves (brush profiles anodized C0)
- stereo sensor for detection of movements in opposite direction
 - closing during alarm/breach alarm
- voice module (language: English)
- thrown objects detection min. Ø100mm [4"], v_{max} 10m/s
- Attention: Reflecting floors may cause false detections of the sensor!
- lighting: 8 LED spot lights (4W each) Ø75 mm per lane
- OPL 05 (cleaning, maintenance, block, release, interlock Mode, continuous release exit) with key switch for customer's Euro half cylinder installed in full height swing door post at the airside
- key switch for cleaning function for customer's Euro half cylinder installed in full height swing door post at the airside
- key switch for maintenance function for customer's Euro half cylinder installed in full height swing door post at the airside

Functional sequence

- see Document number: 32214EN Operation manual

- warning labeling on glazing by others

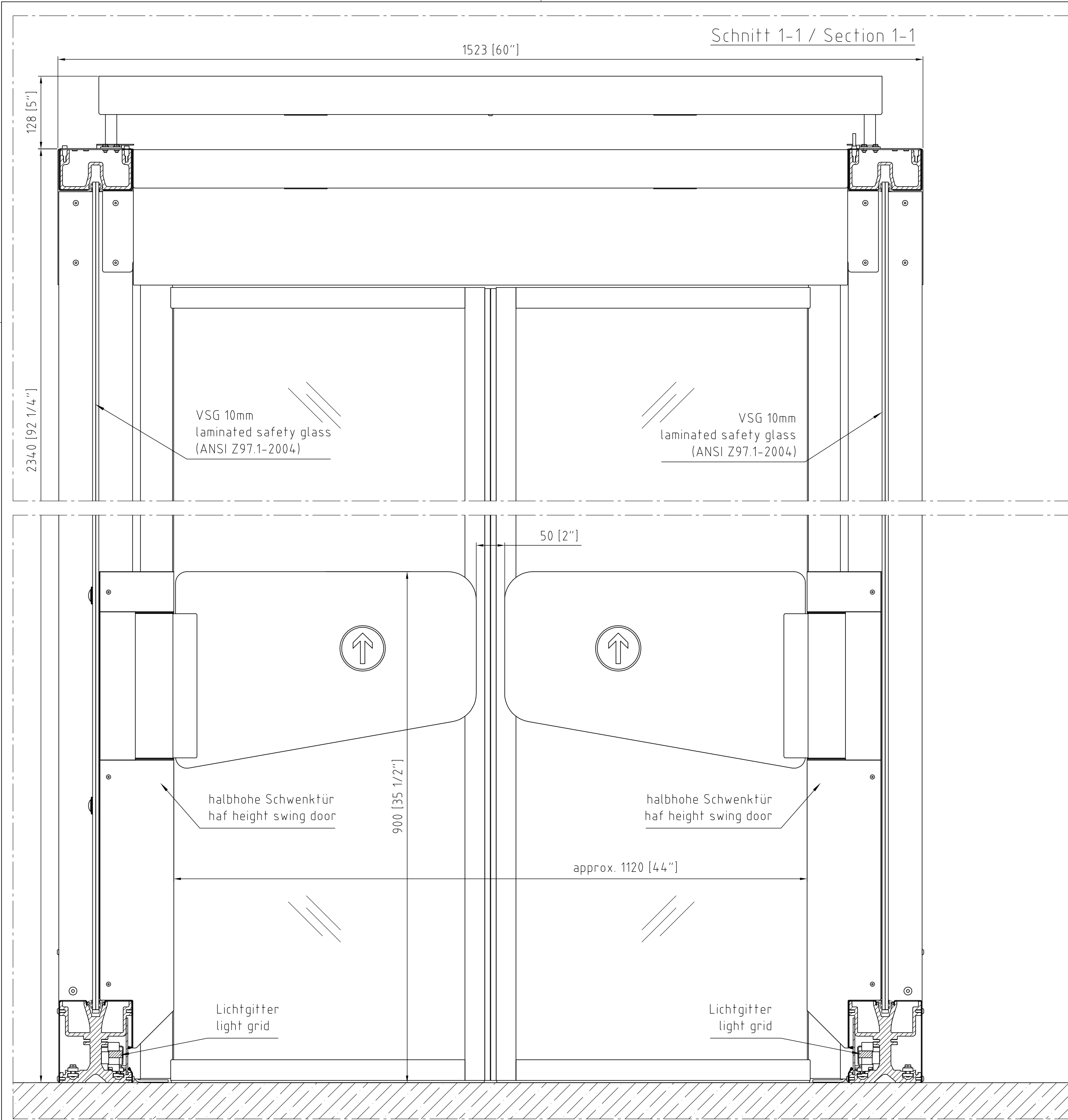
Cylinders by builder					
door section	number of cylinders	Type	length	l	r
key switch (OPL)	1	Half-cylinder	40	10	30
key switch (cleaning)	1	Half-cylinder	40	10	30
key switch (maintenance)	1	Half-cylinder	40	10	30
electrical cabinet	1	half-cylinder	40	10	30



floorfinish in accordance
to DIN 18202 ±2 mm required

Sprinkler
installation Zone

A	Überarbeitung Zeichnung und Texte	15.02.2018	JJH	21.02.2018	BM
-	Dokument erstellt	07.12.2017	JJH	07.12.2017	BM
Index	Änderung	Datum gez	Name gez	Datum gepr	Name gepr
dormakaba 		Kunde			
Kaba Gallenschütz GmbH		Projekt			
Nikolaus-Ortho-Str. 1 Tel. 07223/286-0 D - 77815 Bühl Fax 07223/286-111		Standort		Auftrags-Nr.	
Maßstab	Titel	Dokument-Nr.			Blatt 1/4
1:25	PIL-M02_16 single unit var. 3c PW1120	2040362404A			
Schulzvermerk nach DIN ISO 16016 beachten! Zulässige Abweichung für Maße ohne Toleranzangabe: DIN ISO 2768-mK		Erstellt für Ersetzt durch			

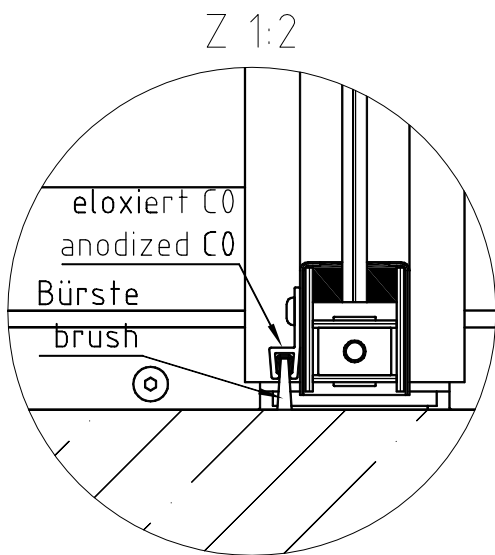
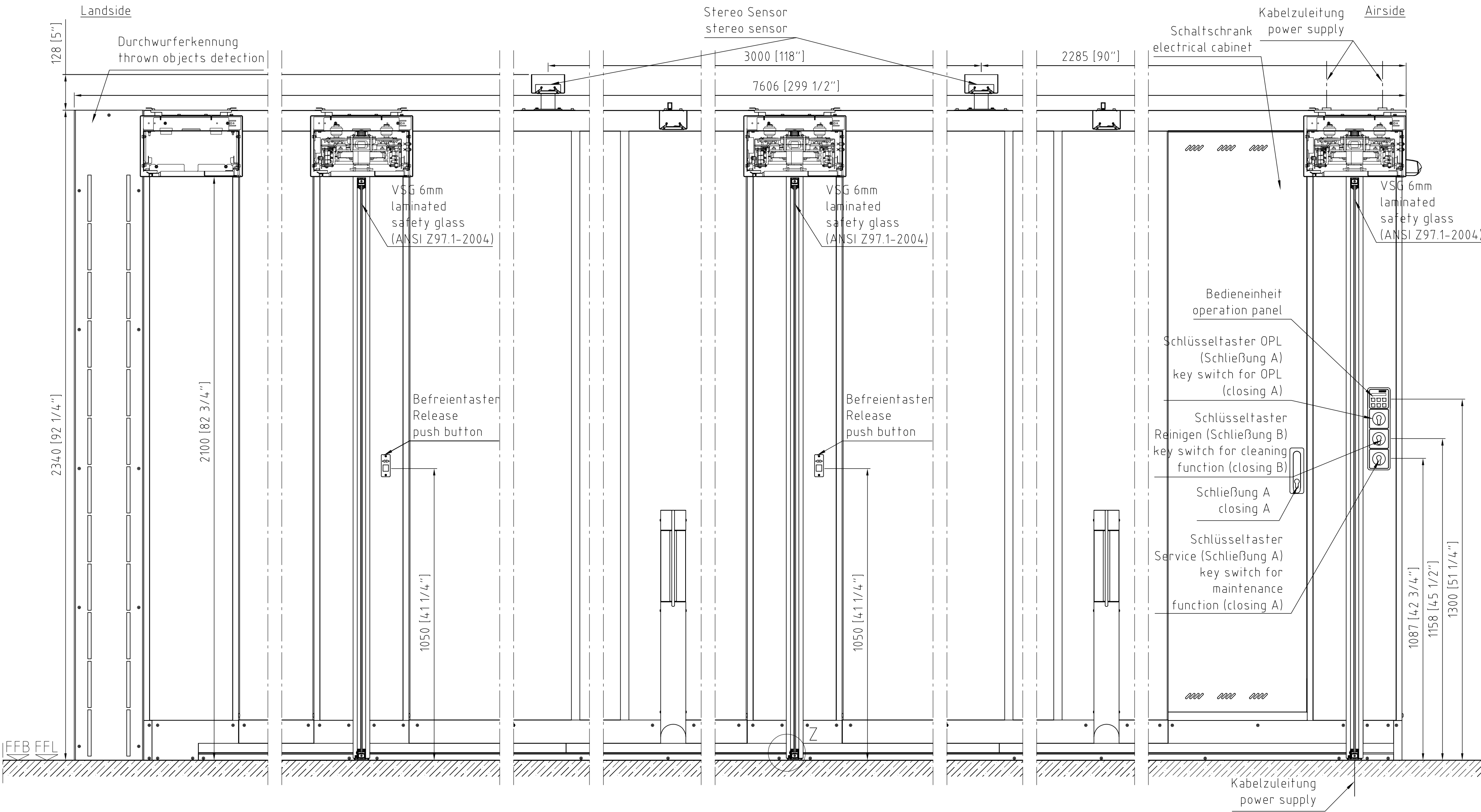


Schnitt 1-1 / Section 1-1

floorfinish in accordance
to DIN 18202 ±2 mm required

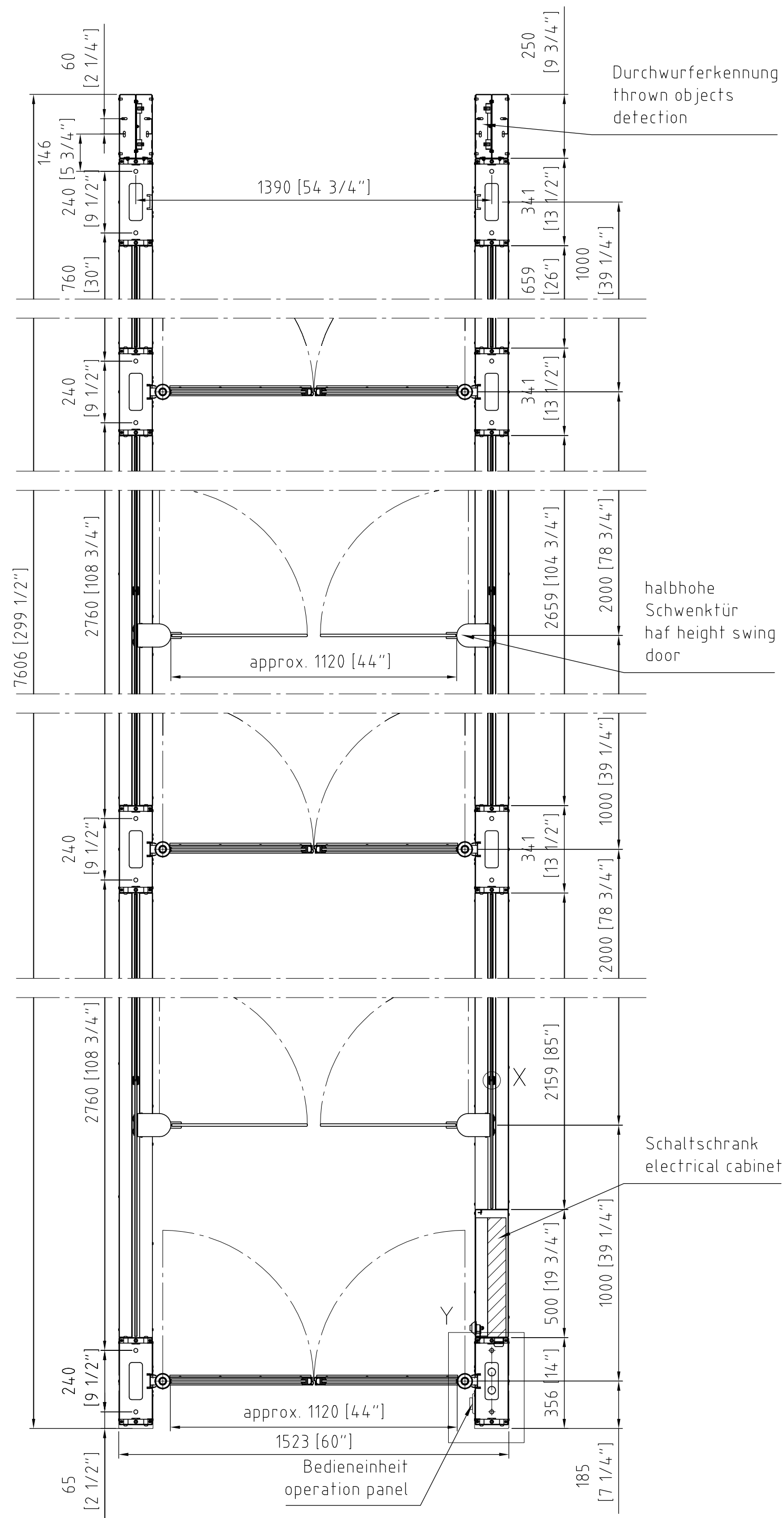
A	Überarbeitung Zeichnung und Texte	15.02.2018	JJH	21.02.2018	BM
-	Dokument erstellt	07.12.2017	JJH	07.12.2017	BM
Index	Änderung	Datum gez	Name gez	Datum gepr	Name gepr
dormakaba  Kaba Gallenschütz GmbH Nikolaus-Otto-Str. 1 Tel.: 07223/286-0 D - 77815 Bühl Fax.: 07223/286-111		Kunde			
		Projekt			
		Standort		Auftrags-Nr.	
Maßstab	Titel	Dokument-Nr.		Blatt	
1:5	PIL-M02__16 single unit var. 3c PW1120	2040362404A		2/4	
Schutzvermerk nach DIN ISO 16016 beachten! Zulässige Abweichung für Maße ohne Toleranzangabe: DIN ISO 2768-mK		Ersatz für			
		Ersetzt durch			

Schnitt 2-2 / Section 2-2

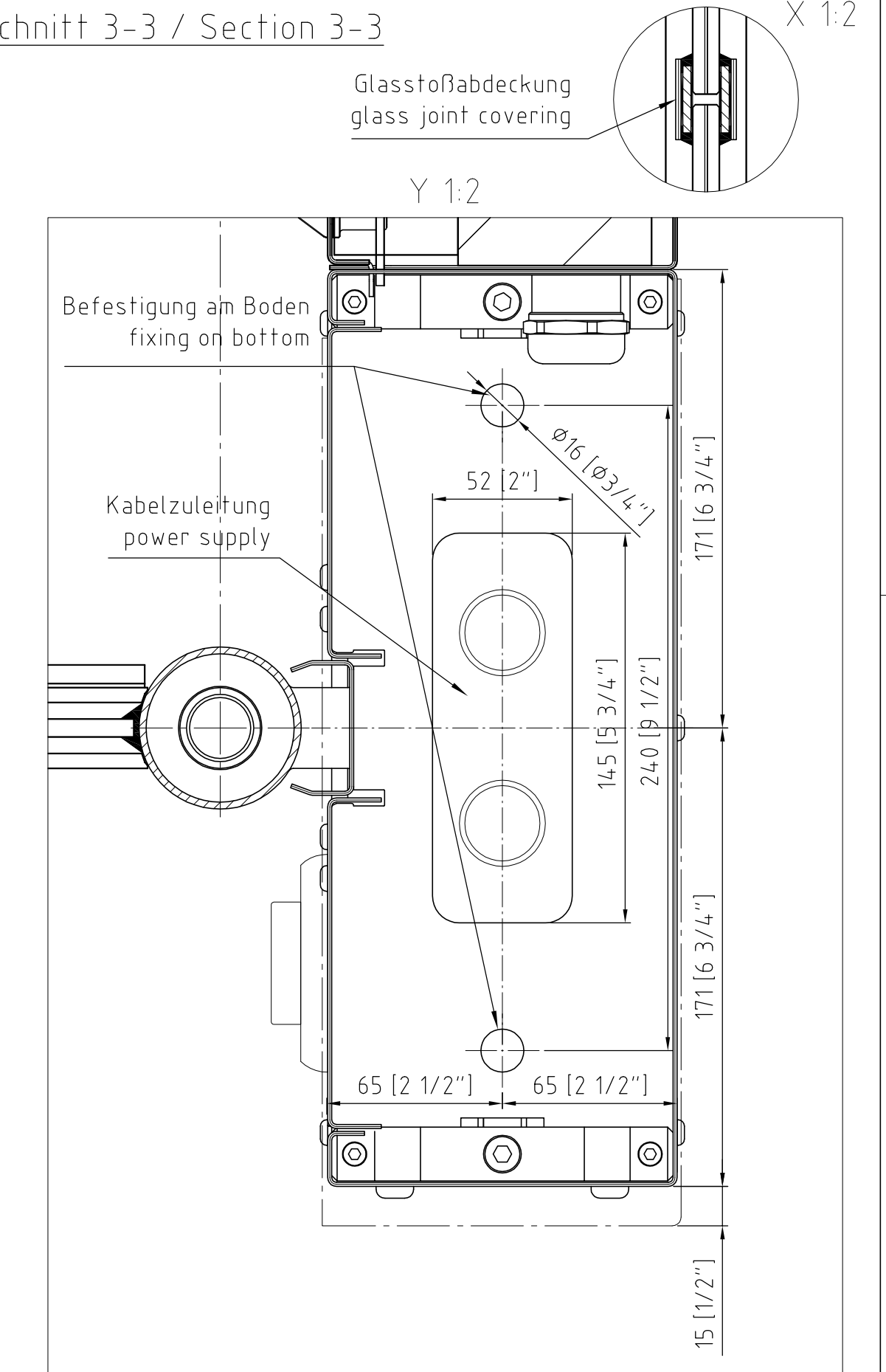


floorfinish in accordance
to DIN 18202 ±2 mm required

A	Überarbeitung Zeichnung und Texte	15.02.2018	JJH	21.02.2018	BM
-	Dokument erstellt	07.12.2017	JJH	07.12.2017	BM
Index	Änderung	Datum gez	Name gez	Datum gepr	Name gepr
dormakaba Kaba Gallenschütz GmbH Nikolaus-Otto-Str. 1 Tel.: 07223/286-0 D - 77815 Bühl Fax: 07223/286-111		Kunde			
		Projekt			
		Standort	Auftrags-Nr.		
Maßstab	Titel	Dokument-Nr.			Blatt
1:10	PIL-M02_16 single unit var. 3c PW1120	2040362404A			3/4
Schutzvermerk nach DIN ISO 16016 beachten! Zulässige Abweichung für Maße ohne Toleranzangabe: DIN ISO 2768-mK		Ersatz für Ersetzt durch			



Schnitt 3-3 / Section 3-3



A	Überarbeitung Zeichnung und Texte	15.02.2018	JJH	21.02.2018	BM
-	Dokument erstellt	07.12.2017	JJH	07.12.2017	BM
Index	Änderung	Datum gez	Name gez	Datum gepr	Name gepr
dormakaba 		Kunde			
Kaba Gallenschütz GmbH		Projekt			
Nikolaus-Otto-Str. 1 Tel.: 07223/286-0 D - 77815 Bühl Fax: 07223/286-111		Standort		Auftrags-Nr.	
Maßstab	Titel	Dokument-Nr.			Blatt
1:15	PIL-M02_16 single unit var. 3c PW1120	2040362404A			4/4
Schutzvermerk nach DIN ISO 16016 beachten! Zulässige Abweichung für Maße ohne Toleranzangabe: DIN ISO 2768-mK		Ersatz für Ersetzt durch			

Airport Solutions Quote

Account #		 dormakaba USA Inc. 6161 E. 75th Street Indianapolis, IN 46250 Bill Seibert 704-774-7368 Email: bill.seibert@dormakaba.com		
Customer	Minot International Airport			
Job Name	Exit Lane			
PO or Quote #	AS061223M			
Ship Date	TBD			
Ordered By	Jennifer Eckman			
Today's Date	12-Jun-23			
Ship To				
Minot International Airport				
305 Airport Road				
Minot, ND 58703		Architect:		
		LTL Freight		Air Freight
Part Number	Description	Quantity	Price	Total
PIL-M02 16 3c Single 1120	Exit Lane Breach Control	1	\$76,750.00	\$76,750.00
FRT	LTL Freight	1	\$4,500.00	\$4,500.00
INST	Installation, Commissioning	1	\$17,500.00	\$17,500.00
ADD ALT: 2nd Lane				
	PIL-M02 16 3c Single 1120	1	\$71,000.00	
	Sea Freight	1	\$12,000.00	
	Installation	1	\$17,500.00	
			Sub-Total	\$98,750.00
			Taxes	TBD
			Total Amount	\$98,750.00
Special Instructions				
** Throughput is approx. 2,500 PAX / HR / Lane **				
*** Single lane is in warehouse in TX - shipping time 5 Days ***				
Supply chain disruptions:				
Global trade is experiencing delays at all factories and brands at this time. All brands are subject to short notice price increases and long lead times. This is beyond our control and therefore dormakaba and its manufacturing partners are not responsible for any delays or back charges due to project delays caused by the global shipping crisis, and raw materials shortage. Regardless of any Force Majeure or liquidated damages provisions, lead times at this time are estimated and not guaranteed. Should you have questions or concerns, please contact your local sales representative.				

Exit Lane Costs	
Item	Cost
Dormakaba Exit Lane Cost	\$98,750.00
Escorting during Installation	\$971.68
Security Door Monitoring	\$25,240.77
Electrical Work	\$2,000.00
Archkey (Genetec)	\$9,300.00
Contract Time	\$742.20
Badging and Security Training	\$67.00
Tech Work for Installation	\$3,100.00
Supplies (conduit, drywall, framing materials, etc)	\$700.00
Total	\$140,871.65

Project Information

Please complete this page for each project.

Project Title Acquire Front Mount Mower		Total Estimated Cost \$63,508.00	Estimated Completion Date October 31, 2024
Type of Funding Request ☒ First-Time Request ☐ Repeat Request ☐ Supplemental Request			NDAC Priority Rating 32
Project Description This project includes acquisition of a front mount mower.			
Describe Need or Justification for the Project The front mount mower is required for continued maintenance and operations of the airport facility. Existing equipment is beyond its useful life and no longer serviceable. Operating and maintaining existing equipment is becoming costly and exceeding operating budgets for mowing equipment. The equipment is required to meet FAA certification requirements and minimize/mitigate wildlife hazards at the airport.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☒ Yes ☐ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☐ Yes ☒ No	If yes, Airport Improvement Program (AIP) Number	Year
---	--	------

Provide a summary of the estimated cost of the project, including the source of all funding.

Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$	%
State Share		\$ 31,754.00	50 %
Sponsor Share	Airport	\$ 31,754.00	50 %
	Other:	\$	%
Project Totals		\$ 63,508.00	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.

NOTICE TO BIDDERS: ONE (1) FRONT MOUNT MOWER WITH ACCESSORIES

The City Clerk of the City of Minot will receive sealed bids at her office at City Hall until 2:00 P.M. on Thursday, June 29, 2023, for furnishing the City of Minot the following:

"Bid for One (1) Front Mount Mower with Accessories"
"Project # 2023500005"

Bids will be opened in the Council Chambers at 10 3rd Ave. SW (2nd floor) on Thursday, June 29, 2023 at 2:00 P.M. Bidders are invited to be present for the opening of bids.

Specifications and general instructions to bidders are available in the Airport Administration Office at 305 Airport Rd Ste 216, on the City of Minot webpage www.minotnd.gov under City Clerk department, or by calling 701-857- 4708.

All envelopes must be sealed and marked plainly:

"Bid for One (1) Front Mount Mower with Accessories"
"Project #2023500005"

The City Council of the City of Minot reserves the right to reject any or all bids and to award the contract as it deems to be in the best interest of the City of Minot. Every bid must be accompanied by a bidder's bond, a certified check, or a cashier's check, made payable to the City of Minot, in the amount of 5% of the total bid. **The bidder's bond, certified check, or cashier's check must be attached to the outside of the envelope in a separate envelope.** Checks of the unsuccessful bidders will be returned and the check or bond of the successful bidder will be held as a guaranty that the terms of the bid will be complied with.

The City of Minot is exempt from state and federal excise and sales taxes and no amount for such taxes are to be included in the bid price.

Delivery of materials, supplies or services contained in the bid shall be made to the Snow Removal Equipment (SRE) building located at 650 Airport Road, Minot, ND 58703 at the Minot International Airport, and the price shall be free on board (FOB), Minot, North Dakota. The delivery date shall be specified on the bid.

Mikayla McWilliams
City Clerk

**CITY OF MINOT
AIRPORT DEPARTMENT FRONT MOUNT MOWER
AND ACCESSORIES
PROJECT #2023500005
June 2023**

The unit to be furnished under these specifications shall be the manufacturer's newest and latest model hard cab enclosed commercial lawn mower with air conditioning and heating capability. The owner reserves the right to reject any or all bid items as it deems to be in the best interest of the City of Minot. The unit bid shall meet or exceed the following minimum specifications:

FRONT MOUNT MOWER

The unit provided shall meet the following minimum specifications. Any deviations from the specifications shall be noted on quote:

Engine

At least 37 HP - 36.8 HP
At least 3000 rpm
Diesel Engine 100.2 cu. in.
Three Cylinder Liquid-Cooled
Dual Element Air Cleaner
Air Restriction Indicator

The Toro Groundsmaster 3310 (Model 31903) Meets, or Exceeds, all specifications for "Front Mount Mower with Accessories", unless noted.

Unit Dimensions

Final overall width of unit cannot be wider than 65 inches (excluding mower deck attachment)
Ground clearance of 6.5 inches or greater.

Electrical System

12V Electric Start
12V Auxiliary Power Outlet
95 AMP Automotive Alternator - 55 amp

Instrumentation

Hourmeter
Fuel Gauge
Operator Presence System
Low Oil Pressure Warning Light
Hydraulic Oil Temp. Light and Alarm PTO
Shutdown

Transmission/Powertrain

Two Pedal Hydrostatic Foot Control
Hydrostatic Transmission
Two-Speed Transaxle - *No*
Four Wheel Drive (Full Time or On Demand)
Differential Front Wheel Lock - *No*

Operator Station

Air Conditioning and Heater
Fabric Air Ride Suspension Seat with Adjustable
Armrests, Lumbar, and Seat Back
Dual Forward LED Work Lights
Two Speed Front Windshield Wiper, with
Washer Tank
Rearview Mirror (inside)
Sun Visor - *No*
Interior Light
Two Front and Rear Roof Mounted Warning
Lights and Turn Signals
Double Spool Auxiliary Hydraulic Valve with
Forward-mounted Couplers

Brakes

Individual Turn Assist Brake Pedals - *No*
Internal Wet Disc Brakes - *No*
Master Stop Brake

Mower Decks

7-gauge steel sides minimum
top shall be 10-gauge steel with reinforcing around spindle drives
Full floating decks with caster wheels
Deck spindle bearings will be greaseable
Cutting height 1" to 6" with 1/4" increments - *1/2" Increments*
Cutting width 72" minimum with side or rear discharge with a mulching capability

Fuel

Diesel fuel type with 16-gallon capacity minimum with fuel gauge - *12 gallon*

Travel Speed

0-15 mph minimum

Miscellaneous

cab enclosure w/door, LED flashing rotating beacon, and VHF air band transceiver with 118.000-136.992MHz channel capability plus headset and microphone to the VHF air band transceiver. VHF air band transceiver and beacon must be turned off when ignition switch is in off position. Must include one spare rim and a tire for main drive wheel

Documentation

One (1) complete set of hardcopy and digital operator, service and repair manuals to include parts list and electrical and hydraulic schematics.

Warranty

Two-year full warranty (all parts and labor) with minimal downtime and local service

Snow Blower - attachment

The unit to be furnished under these specifications shall be the manufacturer's latest model snow blower.

Blower attachment minimum width of 50 inches but cannot be wider than 65 inches and height can't disrupt operators view - 53"

Two-stage blower design to handle wet, heavy snow

Hydraulic lift with electric chute deflector

All snowblower attachment controls should be able to be controlled in-cab

Two Stage snowblower with drift cutter and skid shoes

Ground clearance of snowblower attachment has to be higher than average height of street curbs (4 – 5 inches) when attachment is raised up all the way

Total Cost Specifications

It is understood that:

1. Equipment purchased under this agreement will be operated by City of Minot personnel for the purposes for which the machine was designed.
2. The City of Minot will be responsible for repair costs resulting from damage due to natural and operator causes.
3. The City of Minot will assume at its expense, all costs to repair or replace all items and parts normally consumed in day-to-day operations such as: tires, tubes, tire repairs, lubricating oil, grease, filters, fluids, cutting edges, belts, batteries, lights, glass, ground engaging tools and any cleaning.
4. City of Minot will maintain the equipment in accordance with Manufacturer's recommendations.
5. The successful bidder will be fully responsible for the total cost of all repairs (other than in items #2 & 3 above) to the equipment furnished.

**CITY OF MINOT BID PROPOSAL
ONE (1) FRONT MOUNT MOWER AND ACCESSORIES**

June 26, 2023

Honorable Mayor and Council City of Minot
PO Box 5006
Minot, North Dakota 58702-5006

We, the undersigned, hereby agree to furnish the City of Minot the following front mount mower, subject to the specifications as provided by the City of Minot.

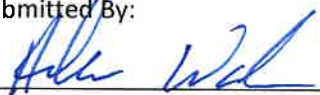
The City of Minot is a municipal government and is tax exempt. Bids shall not include sales tax or other applicable taxes. The tax-exempt number is E-3451

Quote for Minot International Airport Mower with attachment \$ 63,508 Total

In submitting this bid, it is understood that the contract will be awarded on the basis of lowest and best bid, for the total cost to provide one front mount mower with attachment. The right to reject any and all bids is reserved by the owner, and it is agreed that this bid may be withdrawn 60 days after actual date of opening. Payment will be made 30 days after acceptance of the unit.

The bidder hereby certifies: a) that this bid is genuine and is made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation; b) that he has not directly or indirectly induced or solicited other bidder to put in false or sham bid; c) that he has not solicited or induced any person, firm or corporation to refrain from bidding; and d) that he has not sought by collusion or otherwise to obtain for himself any advantage over any other bidder or over the owner.

Submitted By:


Signature

MTI Distributing
Company Name

713-592-5128
Phone

Andrew Warcken
Print Name

4830 Azelia Ave N, Suite 100
Address
Brooklyn Center, MN 55429

6-26-23
Date

Project Information

Please complete this page for each project.

Project Title Fuel Farm Repairs		Total Estimated Cost \$76,010.00	Estimated Completion Date October 31, 2024
Type of Funding Request ☒ First-Time Request ☐ Repeat Request ☐ Supplemental Request			NDAC Priority Rating 21
Project Description The project includes replacement of the fuel pumps at the Jet-A system. The pumps failed, requiring immediate repair for continued Jet-A fuel service at the airport. The cost for the materials and labor for install was \$76,010.			
Describe Need or Justification for the Project Jet-A fuel is required at the Minot International Airport to serve commercial service aircraft, as well as general aviation flights. The repair of the airport-owned system will enable the fuel system to be in operation for the foreseeable future. The repairs were necessary to maintain continued flight operations at the airport.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☐ Yes ☒ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☐ Yes ☒ No	If yes, Airport Improvement Program (AIP) Number	Year
---	--	------

Provide a summary of the estimated cost of the project, including the source of all funding.

Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$	%
State Share		\$ 38,005.00	50 %
Sponsor Share	Airport	\$ 38,005.00	50 %
	Other:	\$	%
Project Totals		\$ 76,010.00	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.



Petroleum • Chemical • Industrial • Agriculture • Commercial
800-654-6329 • www.odayequipment.com

January 30, 2024

Alex Choi
Minot International Airport
305 Airport Rd.
Minot, ND 58703
alex.choi@minotnd.gov

RE: Redundant Jet-A Pump Addition including piping and electrical

Proposed Work:

Supply two GNX3A 280 gpm Jet-A pump assemblies already quoted on QTE07424. Also supply two new stainless steel containment pump boxes. Tie into existing welded piping to add new 3" stainless steel weld tees, 3" stainless steel pipe, 3" stainless steel weld elbows, 3" stainless steel flanges, and 3" stainless steel ball valves. Piping will be all welded and incorporated into the discharge line on existing Jet-A outbound filter assembly. Supplied electrical will include additional wire materials for additional pump motor, explosion proof double throw switch for motor selection. A common motor feed to avoid boring for an additional pipe. Will also supply explosion proof flexes added to both motors to reduce any vibrations issues.

Proposed work will be done with the least amount of down time as possible. New piping lines will be measured on site and be welded off site in a controlled environment and tested for leaks.

Pricing:

Two Blackmer GNX3A 280 gpm Jet-A Pump Assemblies. (Quoted out on QTE07424)	Price - \$31,839.00
Piping & Materials, Electrical, Labor, Expenses, and Installation. *See note below	Price - <u>\$44,171.00</u>
Price Total for both portions.	Total: \$76,010.00

Note: Above Piping, materials & installation pricing is not to exceed bid price and maybe reduced depending on work being completed in less time than estimated.

Exclusions:

1. Winter or below freezing work conditions are not included.

2. Concrete removal or placement not included.
3. Our price does not include excavation, hauling or disposal. Erosion control is not included.
4. Our price does not include any boring for electrical work.
5. Any environmental analysis of soil and/or water.

Payment Terms: Invoices will be due 10 days after receipt

Shipping: All materials are quoted FOB Job Location.

O'DAY EQUIPMENT, LLC

Rich Olson

Project Information

Please complete this page for each project.

Project Title Hangar Demolition/Relocation - Environmental Review		Total Estimated Cost \$100,000.00	Estimated Completion Date December 31, 2024
Type of Funding Request ☐ First-Time Request ☒ Repeat Request ☐ Supplemental Request			NDAC Priority Rating 42
Project Description An airport-owned hangar requires demolition or relocation due to its age, condition, and proposed future development. The project will complete an Environmental Assessment (EA) or required NEPA review to evaluate the impacts of the potential removal. The EA will take approximately one year to complete, and follow FAA guidance for review.			
Describe Need or Justification for the Project The FAA has indicated the removal will require review under the National Environmental Policy Act (NEPA) by completing and Environmental Assessment. The study and removal is not eligible for FAA funding. The area is identified for redevelopment to meet future growth needs for the airport.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☐ Yes ☒ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☐ Yes ☒ No	If yes, Airport Improvement Program (AIP) Number	Year
---	--	------

Provide a summary of the estimated cost of the project, including the source of all funding.

Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$	%
State Share		\$ 50,000.00	50.0 %
Sponsor Share	Airport	\$ 50,000.00	50.0 %
	Other:	\$	%
Project Totals		\$ 100,000.00	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.



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AGENDA

MOT Quonset Hangar Discussion

Jan 11, 2023

10:00

Teams

Copies to: Attendees

- I. Introductions
- II. Existing Quonset Hangar
 - A. Airport owned (vacant) t-shaped Quonset hangar (one of two similar Quonset hangars at MOT)
 - B. Feature 3, page 20 of attached MOT Architectural report
- III. Purpose and Need Discussion
 - A. There is demand for box hangar space in this area (close to AvFlight, restrooms, and the highway, compared to existing lots on south west side of airport)
 - B. Local concern for appearance of hangar, particularly on highly visible route along highway
- IV. Potential project
 - A. City has identified someone they could transfer ownership to – the hangar would be relocated and repurposed.
 - B. Demolition and disposal could be considered
- V. Next Steps Discussion



Figure 17. Feature 3, T-shaped Quonset hangar (ca. mid- to late 1950s). View to the northwest.

kn

Project Information

Please complete this page for each project.

Project Title Oil/Water Separator for Fuel Farm		Total Estimated Cost \$50,000.00	Estimated Completion Date October 31, 2024
Type of Funding Request ☒ First-Time Request ☐ Repeat Request ☐ Supplemental Request			NDAC Priority Rating 22
Project Description The existing airport-owned fuel system requires modifications and improvements to meet current permitting and code compliance. Specifically, the system needs replacement of an enhanced oil/water separator to meet Environmental Protection Agency (EPA) containment requirements.			
Describe Need or Justification for the Project The project is required to meet state and EPA requirements and continued viability of the fuel system.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☐ Yes ☒ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☐ Yes ☒ No	If yes, Airport Improvement Program (AIP) Number	Year
---	--	------

Provide a summary of the estimated cost of the project, including the source of all funding.

Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$	%
State Share		\$ 25,000.00	50.0 %
Sponsor Share	Airport	\$ 25,000.00	50.0 %
	Other:	\$	%
Project Totals		\$ 50,000.00	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.

Project Information

Please complete this page for each project.

Project Title Taxiway C/C3 Rehabilitation		Total Estimated Cost \$6,800,000.00	Estimated Completion Date October 31, 2024
Type of Funding Request ☒ First-Time Request ☐ Repeat Request ☐ Supplemental Request			NDAC Priority Rating 55
Project Description This project includes the design and construction of a rehabilitation of Taxiway C south of Runway 8/26, as well as Taxiway C3 west of Taxiway C. This pavement is deteriorating and is in need of rehabilitation. The 2021 Pavement Condition Index (PCI) report for these sections range from 48 – 57, with the PCI projected to deteriorate to 31-52 by 2025, warranting reconstruction. Pavement distresses noted in the last PCI inspection include alligator cracking, depressions, longitudinal and transverse cracking, raveling and weathering. The construction of the southern half of C South was completed in 2002, and the northern half of C south was last constructed in 1998 (4" overlay). Last construction date for Taxiway C3 is 2022.			
Describe Need or Justification for the Project Reconstruction is necessary to provide adequate and safe access to and from Runway 13/31, the primary runway for the Minot International Airport. The existing Taxiway C and C3 pavements are 75' wide. The critical aircraft for this taxiway is a TDG 3. As such, with a full reconstruction, these pavements would only be eligible for a 50' width (TDG 3), and the project would result in a decrease in impervious area.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☒ Yes ☐ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☒ Yes ☐ No	If yes, Airport Improvement Program (AIP) Number	Year
---	--	------

Provide a summary of the estimated cost of the project, including the source of all funding.

Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$ 6,120,000.00	90 %
State Share		\$ 340,000.00	5.0 %
Sponsor Share	Airport	\$ 340,000.00	5.0 %
	Other:	\$	%
Project Totals		\$ 6,800,000.00	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.



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MEMORANDUM

TO: Mark Holzer (FAA)

FROM: Kyle Nelson, PE (MN)

DATE: December 16, 2023

RE: Taxiway C Project Update & FFY24 Project Alternatives
SEH No. MINOT 175535 14.00

The purpose of this memorandum is to provide a project update on the ongoing Taxiway C preliminary design project and present project alternatives for MOT's FFY2024 AIP discretionary grant.

Taxiway C – Preliminary Design Project Update

The Taxiway C preliminary design effort began in early November with geotechnical borings to document existing site conditions and to determine if a rehabilitation project is feasible. The existing sections studied include (3) distinct segments, with existing conditions and rehabilitation feasibility summarized below, as well as in **Figure 1** and **Figure 2** attached to this memorandum.

Segment 1 – Taxiway C (between C4 & C6)

- **Existing Section:** 6.5"-7.5" of bituminous pavement, with underlying aggregate and granular base material.
- **Rehabilitation Discussion:** A rehabilitation for this section is feasible, however it is recommended that the section is strengthened via a 3" mill and 4.5" bituminous overlay. MOT's fleet mix includes aircraft over 100,000 lbs, which triggers the requirement (for new full section construction) of a 5" stabilized base and 4" surface course. Adding 1.5" of bituminous to this pavement section, per the above method, will increase the overall section to approach 8"-9" and is expected to add ~10 years to the useful life of the pavement, along with regular preventative maintenance. The pavement thickness at the intersections with C4 and C6 would remain at 6.5"-7.5" due to the need to match existing grades. See **Figure 1**.

Segment 2 – Taxiway C (between Rwy 8/26 and Txy C4)

- **Existing Section:** 18"-20"+ of bituminous pavement, with underlying base material and sandy lean clay.
- **Rehabilitation Discussion:** A rehabilitation for this section is feasible via a 4.5" mill and overlay. This section has experienced multiple overlays over its service life, with the most recent occurring in 1998. The section has sufficient thickness to support this rehabilitation and extend its useful life for ~10 years. See **Figure 1**.

Segment 3 – Taxiway C3 (between GA Ramp and Taxiway C)

- **Existing Section:** 12" to 18+" of bituminous pavement, with underlying base material and subgrade.
- **Rehabilitation Discussion:** A rehabilitation for this section is feasible via a 4.5" mill and overlay. The section has sufficient thickness to support this rehabilitation and extend its useful life for ~10 years. See **Figure 2**.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

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The proposed typical 4.5" mill and overlay depth on segments 1, 2, and 3 accounts for complete removal of the previous two lifts of bituminous pavement, without leaving a thin layer between existing and proposed pavement layers.

FFY 2024 Proposed Project Alternatives: Taxiway C-C3

With the above information summarized, below are project alternatives to assist in construction method solution selection for MOT's FFY 2024 AIP Discretionary Grant. While a rehabilitation is feasible for these pavements, a full reconstruction would still yield the greatest useful life of 20+ years. It should also be noted that any rehabilitation would maintain the existing geometry and any reconstruction would reduce the width from the existing 75' on Taxiway C to 50' (Taxiway Design Group III width) that MOT would be eligible for.

Alternative 1: Rehabilitation of Taxiway C (South of 8/26)

- **CIP Cost:** \$4.8M
- **Description:** Complete 4.5" overlay rehabilitation on Taxiway C between Runway 8/26 and Taxiway C6 per the above methods for Segments 1 & 2.
- **Considerations:**
 - Lowest cost alternative.
 - Strengthens existing Taxiway C pavement between C4 and C6.
 - 10 years added to useful life.
 - Pavement thickness at Taxiway C intersection with C4 and C6 would remain the same as existing.

Alternative 2: Rehabilitation of Taxiway C (South of 8/26) and Taxiway C3

- **CIP Cost:** \$6.8M
- **Description:** Complete 4.5" overlay rehabilitation per the above methods for Segments 1 through 3.
- **Considerations:**
 - In addition to Alternative 1, adds in the rehabilitation of Taxiway C3.
 - Would not provide an opportunity to correct direct access issue for Taxiway C3 to Runway 13/31 - Per previous discussions with the ADO, this is acceptable for a rehabilitation project, but not a full reconstruction.

Alternative 3: Reconstruct Taxiway C (South of 8/26)

- **CIP Cost:** \$11M
- **Description:** Complete full section reconstruction of Taxiway C between Runway 8/26 and Taxiway C6. Would include new bituminous pavement, aggregate base, granular borrow, and geotextile fabric.
- **Considerations:**
 - 20-year minimum useful life.
 - Would result in reduced width of 50' on fully reconstructed sections.

Alternative 4: Reconstruct Taxiway C (South of 8/26) & Rehabilitation of Taxiway C3

- **CIP Cost:** \$13M
- **Description:** Complete full section reconstruction of Taxiway C between Runway 8/26 and Taxiway C6. Complete 4.5" mill and overlay rehabilitation for Taxiway C3.
- **Considerations:**
 - In addition to Alternative 3, adds in rehabilitation of Taxiway C3.

Alternative 5: Reconstruct Segment 1 (C4-C6), Rehabilitation of Segment 2 (Rwy 8/26 – Txy C)

- **CIP Cost:** \$6.5M
- **Description:** Complete full section reconstruction of Taxiway C between Taxiway C4 and C6 to TDG 3 (50' width) standards). Complete 4.5" mill and overlay on Segment 2.
- **Considerations:**
 - Taxiway C width would change from 50' wide (TDG 3) to 75' wide (existing width) at Taxiway C4. Taxiway edge lights would not line up due to differing pavement widths.

Alternative 6: Reconstruct Segment 1, Rehabilitate Segments 2 & 3

- **CIP Cost:** \$8.5M
- **Description:** Full section reconstruction between Taxiway C4 and C6 (Segment 1). Rehabilitate Taxiway C (Segment 2) and Taxiway C3 (Segment 3)
- **Considerations:**
 - Adds rehabilitation of Taxiway C3 to Alternative 5.

Edge Lighting Discussion

Costs for all alternatives include LED taxiway edge lighting replacement. The existing edge lighting has exceeded its useful life according to the FAA's AIP Handbook. The minimum useful life is 10 years per Table J-4, and the existing light fixtures were installed in 2013. To align with funding availability, it's recommended that lighting replacement occurs at the start of the 10-year rehabilitation cycle. The edge lighting replacement will include all system components such as new conduit, base cans, wire, and lights.

Electrical Vault Rehabilitation Project

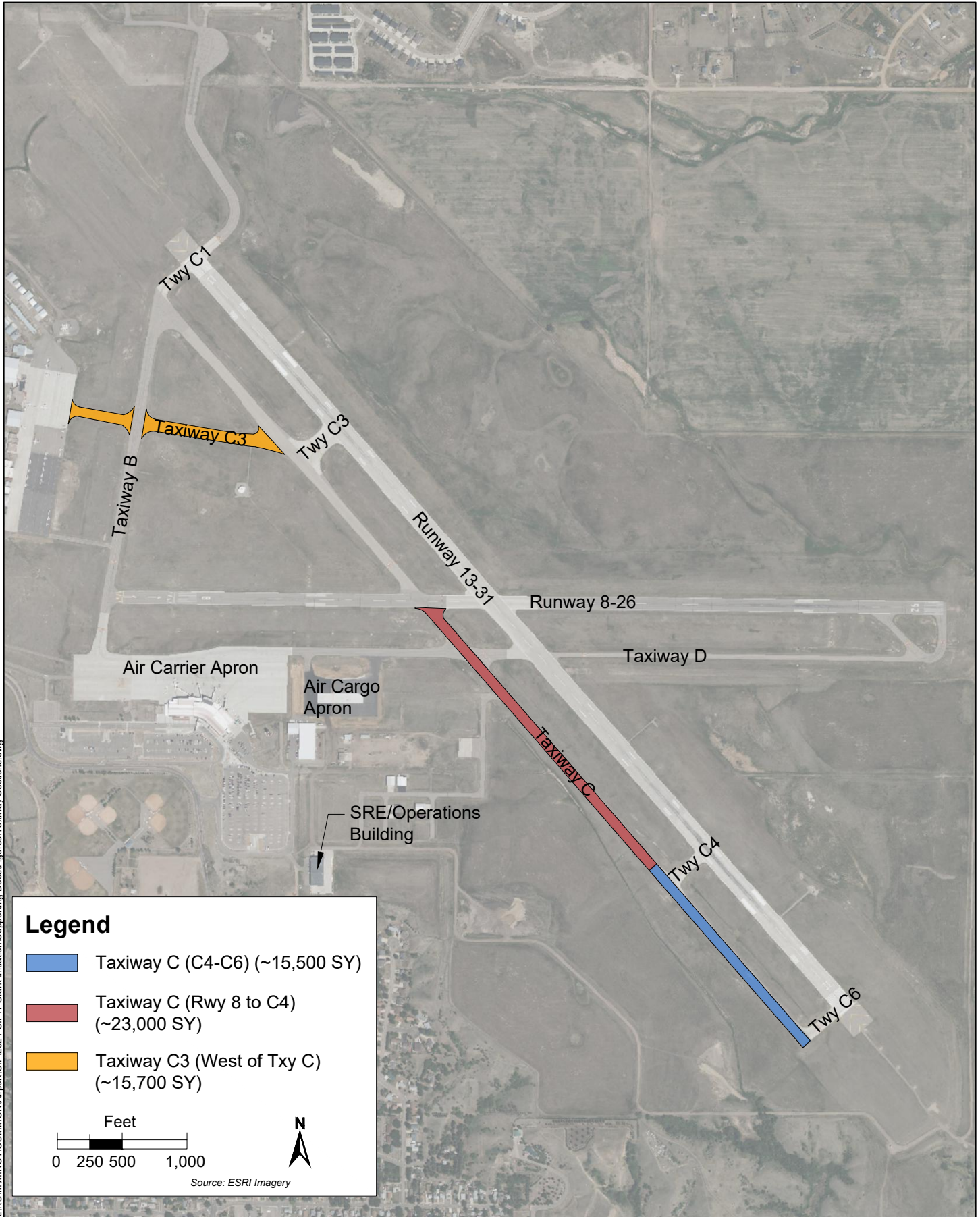
Also included in MOT's FFY 2024 AIP grant request, this project will replace several pieces of equipment inside the existing electrical vault, including the control panel, relay-based interface panel, ATCT lighting panel, ATG radio control, and most of the regulators. The existing equipment was installed in 1993 when the vault was constructed and needs replacement, with much of the equipment approaching 30 years of life. Per Table J-4 in the AIP Handbook, the minimum useful life for airfield electrical/lighting equipment is 10 years. The estimated CIP project cost for the electrical vault rehabilitation work is ~\$525,000.

KDN

Attachments: **Figure 1, Figure 2, Figure 3**

c: Lindsay Reidt (SEH), Kaci Nowicki (SEH), Jennifer Eckman (MOT), Maria Romanick (MOT), Dave Anderson (FAA), Kyle Wanner (NDAC)

x:\ko\m\minot\175535\1-gen\14-corr\taxiway c-c3 rehabilitation summary\mot bty c project update and proposed alternatives.docx



Project Information

Please complete this page for each project.

Project Title Terminal Fire Alarm Updates		Total Estimated Cost \$127,103.00	Estimated Completion Date October 31, 2024
Type of Funding Request ☒ First-Time Request ☐ Repeat Request ☐ Supplemental Request			NDAC Priority Rating 31
Project Description The proposed project will replace the fire alarm panel to ensure the safety of terminal occupants.			
Describe Need or Justification for the Project The existing fire alarm in the terminal building does not have a functioning annunciator. Without an annunciator, the fire alarm only uses a strobe light as a visual cue to alert terminal occupants of an active fire. Because there is no hearing component to the fire alarm, the airport currently needs to dedicate a staff member as a "Fire Watch" to alert terminal occupants in the event of a fire. The existing situation endangers the safety of the passengers and staff of the Minot International Airport, especially the visually impaired, and places a strain on the airport staff. The manufacturer of the fire alarm system has notified the airport that replacing the annunciator is not possible, and a full panel replacement is needed to fix the annunciator.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☒ Yes ☐ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☐ Yes ☒ No	If yes, Airport Improvement Program (AIP) Number	Year
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Provide a summary of the estimated cost of the project, including the source of all funding.

Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$	%
State Share		\$ 63,551.50	50 %
Sponsor Share	Airport	\$ 63,551.50	50 %
	Other:	\$	%
Project Totals		\$ 127,103.00	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.

Quotation

Project Name: **Minot International Aiport** Date: **9/13/2023**
Fire alarm system upgrade

From

To **Mike Ruhland**

Account Name **Simtech inc/Newvision Security**

Contact Name **Scott Jorgenson**
3320 Hamilton St. Unit #5
Bismarck, Nd 58503
701-222-8888
Scott Cell 701-595-6555

DESCRIPTION:

Replacement of obsolete Harrington brand fire alarm system with the latest state of the art Autocall brand addressable Voice Alarm fire system. This quote includes all new panels/devices less the existing door holders which can easily be reused. This is a TURNKEY installation. Customer to be responsible for any fire watch if required by the local fire department [AHJ]. Elevator company and/or the owner will need to provide us access to the top of the shaft and into the pit to replace those smoke and heat detectors.

TOTAL=\$127,103.00 including tax.

TERMS:

****50% payment will be invoiced upon product ordering with remaining 50% to be invoiced upon final completion/acceptance by AHJ.**

Scott Jorgenson
Business Dev Sales Rep
Simtech Inc. a NewVision Security Co.
3320 Hamilton St.
Bismarck, ND 58503
701-222-8888

Accepted by:
Signature:
PO Number:
Date:

Project Information

Please complete this page for each project.

Project Title Wildlife Hazard Removal - Phase 3		Total Estimated Cost \$3,425,000	Estimated Completion Date October 31, 2024
Type of Funding Request ☒ First-Time Request ☐ Repeat Request ☐ Supplemental Request			NDAC Priority Rating 41
Project Description This project is the third and final phase for the Wildlife Hazard Removal project and MOT, which will remove hazardous wildlife attractants (wetlands) and improve drainage at the airport through grading, storm sewer improvements, and drain tile installation. Improvements will be made to Pond A to control peak flow rates to ensure post-construction rate do not exceed pre-construction rates. All grading activities and proposed improvements will occur on airport property. An Environmental Assessment was completed for this project and the FONSI was approved on 8/23/2021.			
Describe Need or Justification for the Project The project is needed due to the recommended action of the Environmental Assessment to reduce wildlife attractants and increase safety of airport operations.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☒ Yes ☐ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☒ Yes ☐ No	If yes, Airport Improvement Program (AIP) Number TBD	Year 2024
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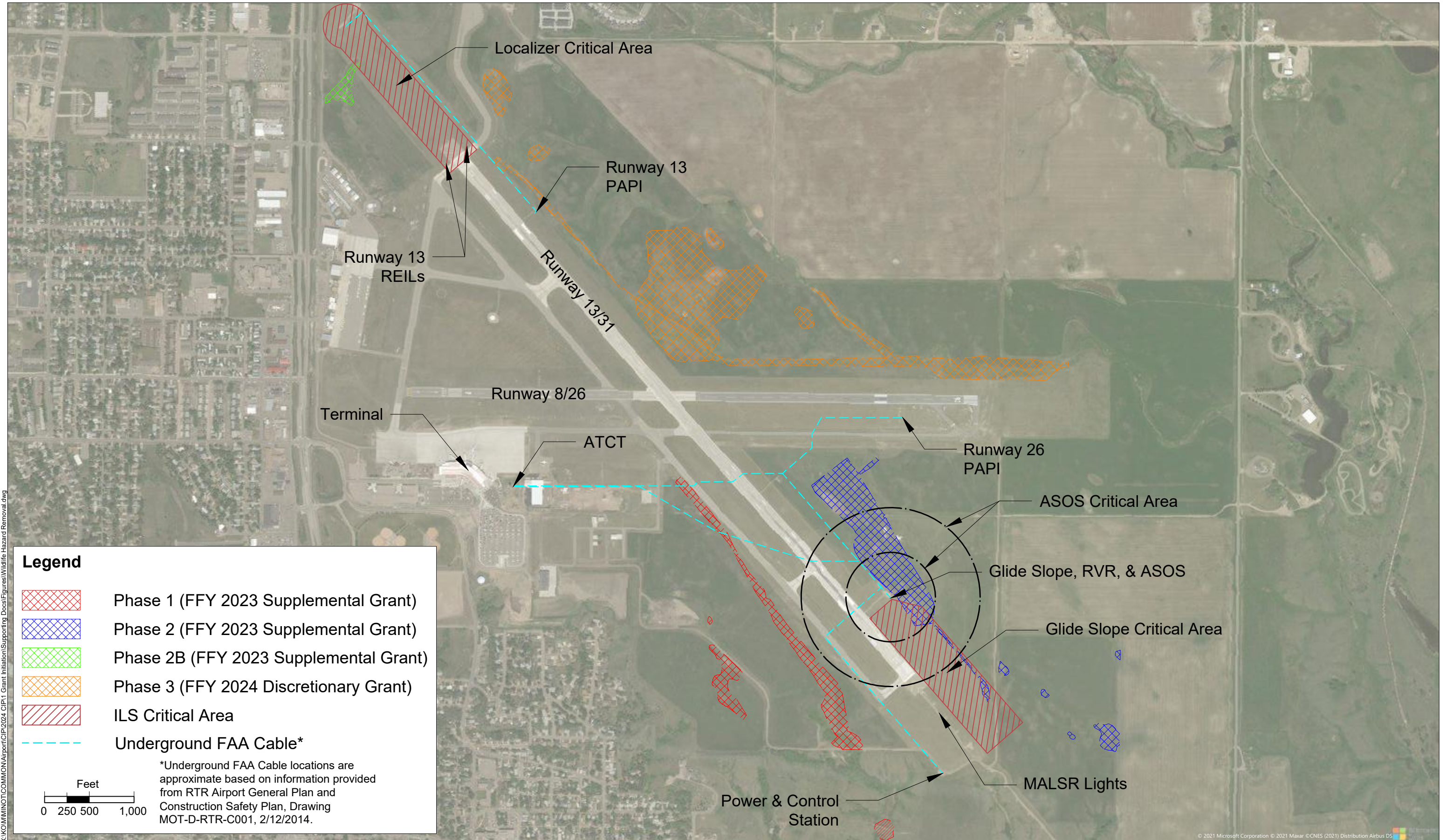
Provide a summary of the estimated cost of the project, including the source of all funding.

Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$ 3,082,500	90 %
State Share		\$ 171,250	5 %
Sponsor Share	Airport	\$ 171,250	5 %
	Other:	\$	%
Project Totals		\$	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.





TABULATION OF BIDS

Wildlife Hazard Removal and Drainage Improvement Minot Internaitonal Airport SEH No.: MINOT 168145 Bid Date: 2:00 p.m., Thursday, November 16, 2023				Engineer's Estimate \$3,760,436.00		Wagner Construction, Inc. 3151 S. Hwy 53, Suite 1 International Falls, MN 56649 \$3,297,723.15		Strata Corporation PO Box 13500 Grand Forks, ND 58208 \$3,726,859.80		Bluestone Construction Inc. 6898 163rd Ave. SE Sawyer, ND 58781 \$4,755,786.90	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Base Bid											
C-105-5.1	Mobilization	LS	1	\$332,000.00	\$332,000.00	\$171,000.00	\$171,000.00	\$300,000.00	\$300,000.00	\$452,000.00	\$452,000.00
C-105-5.2	Traffic Provisions / Airport Security & Devices / Phasing	LS	1	100,000.00	100,000.00	121,000.00	121,000.00	250,000.00	250,000.00	84,000.00	84,000.00
C-105-5.3	Maintenance and Restoration of Haul Roads	LS	1	30,000.00	30,000.00	17,000.00	17,000.00	100,000.00	100,000.00	48,000.00	48,000.00
C-105.5.4	Field Office	LS	1	15,000.00	15,000.00	22,500.00	22,500.00	25,000.00	25,000.00	26,000.00	26,000.00
C-105.5.5	Construction Layout and Staking	LS	1	15,000.00	15,000.00	75,000.00	75,000.00	80,000.00	80,000.00	98,000.00	98,000.00
Base Bid Total Bid Price				492,000.00		406,500.00		755,000.00		708,000.00	
Phase 1											
C-102-5.2	Filter Log, Type Wood Fiber Bioroll	LF	979	15.00	14,685.00	3.70	3,622.30	4.00	3,916.00	5.00	4,895.00
P-101-5.1	Removal of Pipe and other Buried Structures	EA	2	5,000.00	10,000.00	3,400.00	6,800.00	8,000.00	16,000.00	12,000.00	24,000.00
P-101-5.2	Removal of Riprap	SY	99	100.00	9,900.00	6.25	618.75	48.00	4,752.00	40.00	3,960.00
P-151-5.1	Clearing and Grubbing	ACRE	0.6	5,000.00	3,000.00	16,500.00	9,900.00	32,000.00	19,200.00	5,000.00	3,000.00
P152-4.1	Unclassified Excavation	CY	43,706	10.00	437,060.00	3.80	166,082.80	4.00	174,824.00	9.00	393,354.00
P152-4.2	Muck Excavation	CY	5612	10.00	56,120.00	19.50	109,434.00	20.00	112,240.00	22.00	123,464.00
P152-4.3	Borrow Excavation	CY	6317	10.00	63,170.00	10.00	63,170.00	6.50	41,060.50	16.00	101,072.00
P152-4.4	Unclassified Excavation, Waste	CY	37,389	15.00	560,835.00	6.50	243,028.50	5.20	194,422.80	9.50	355,195.50
P-208-5.1	Aggregate Base Course	SY	350	120.00	42,000.00	29.50	10,325.00	22.00	7,700.00	25.00	8,750.00
F-162-5.1	Chain Link Fence	LF	300	200.00	60,000.00	67.00	20,100.00	70.00	21,000.00	75.00	22,500.00
D-701-5.2	18 inch Reinforced Concrete Pipe, Class III	LF	42	135.00	5,670.00	187.00	7,854.00	180.00	7,560.00	242.00	10,164.00
D-701-5.5	36 inch Reinforced Concrete Pipe, Class III	LF	90	205.00	18,450.00	323.00	29,070.00	300.00	27,000.00	385.00	34,650.00
D-701-5.6	48 inch Reinforced Concrete Pipe, Class III	LF	230	255.00	58,650.00	391.00	89,930.00	450.00	103,500.00	715.00	164,450.00
D-701-5.7	18 inch Reinforced Concrete Pipe Flared End Section,	EA	1	1,000.00	1,000.00	1,750.00	1,750.00	1,500.00	1,500.00	3,850.00	3,850.00
D-701-5.10	36 inch Reinforced Concrete Pipe Flared End Section,	EA	2	3,000.00	6,000.00	3,650.00	7,300.00	3,200.00	6,400.00	5,060.00	10,120.00
D-701-5.11	48 inch Reinforced Concrete Pipe Flared End Section,	EA	2	4,000.00	8,000.00	4,400.00	8,800.00	4,300.00	8,600.00	7,590.00	15,180.00
D-705-5.1	6 inch Drain Tile Pipe (includes pipe, porous backfill, and	LF	2572	8.00	20,576.00	12.50	32,150.00	40.00	102,880.00	36.00	92,592.00
D-752-5.1	Retention Basin 7'x7' Drop Inlet Structure and concrete	EA	1	30,000.00	30,000.00	64,000.00	64,000.00	85,000.00	85,000.00	104,500.00	104,500.00
D-752-5.2	Retention Basin Impact Wall Structure	EA	1	150,000.00	150,000.00	60,000.00	60,000.00	100,000.00	100,000.00	132,000.00	132,000.00
T-901-5.1	Turf Establishment (including seed, fertilizer, mulch and	ACRE	14.3	2,500.00	35,750.00	4,400.00	62,920.00	5,500.00	78,650.00	4,788.00	68,468.40
T-905-5.1	Topsoil (Obtained on Site or Removed from Stockpile)	CY	7675	5.00	38,375.00	7.30	56,027.50	8.00	61,400.00	12.00	92,100.00
2275.1	Riprap Grade I	CY	110	150.00	16,500.00	188.00	20,680.00	160.00	17,600.00	120.00	13,200.00
2275.2	Riprap Grade II	CY	295	200.00	59,000.00	160.00	47,200.00	160.00	47,200.00	130.00	38,350.00
2940	Turf Reinforcement Mat	SY	8096	15.00	121,440.00	5.00	40,480.00	5.00	40,480.00	9.90	80,150.40
Phase 1 Total Bid Price				1,826,181.00		1,161,242.85		1,282,885.30		1,899,965.30	
Phase 2											
C-102-5.1	Type A Inlet Protection	EA	9	120.00	1,080.00	145.00	1,305.00	150.00	1,350.00	350.00	3,150.00
C-102-5.2	Filter Log, Type Wood Fiber Bioroll	LF	653	15.00	9,795.00	3.50	2,285.50	4.00	2,612.00	5.00	3,265.00



TABULATION OF BIDS

Wildlife Hazard Removal and Drainage Improvement Minot Internaitonal Airport SEH No.: MINOT 168145 Bid Date: 2:00 p.m., Thursday, November 16, 2023				Engineer's Estimate \$3,760,436.00		Wagner Construction, Inc. 3151 S. Hwy 53, Suite 1 International Falls, MN 56649 \$3,297,723.15		Strata Corporation PO Box 13500 Grand Forks, ND 58208 \$3,726,859.80		Bluestone Construction Inc. 6898 163rd Ave. SE Sawyer, ND 58781 \$4,755,786.90	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
P-101-5.1	Removal of Pipe and other Buried Structures	EA	2	5,000.00	10,000.00	2,200.00	4,400.00	1,500.00	3,000.00	9,200.00	18,400.00
P152-4.1	Unclassified Excavation	CY	3407	10.00	34,070.00	3.80	12,946.60	4.00	13,628.00	13.00	44,291.00
P152-4.2	Muck Excavation	CY	10,611	10.00	106,110.00	19.50	206,914.50	20.00	212,220.00	22.00	233,442.00
P152-4.3	Borrow Excavation	CY	39,477	10.00	394,770.00	13.90	548,730.30	6.50	256,600.50	11.00	434,247.00
P152-4.4	Off-Site Borrow Import	CY	5000	15.00	75,000.00	11.00	55,000.00	25.00	125,000.00	26.00	130,000.00
D-701-5.1	12 inch Reinforced Concrete Pipe, Class III	LF	301	120.00	36,120.00	110.00	33,110.00	140.00	42,140.00	198.00	59,598.00
D-701-5.3	24 inch Reinforced Concrete Pipe, Class III	LF	605	160.00	96,800.00	159.00	96,195.00	200.00	121,000.00	242.00	146,410.00
D-701-5.4	30 inch Reinforced Concrete Pipe, Class III	LF	1388	180.00	249,840.00	177.00	245,676.00	240.00	333,120.00	313.00	434,444.00
D-701-5.5	36 inch Reinforced Concrete Pipe, Class III	LF	846	205.00	173,430.00	223.00	188,658.00	300.00	253,800.00	330.00	279,180.00
D-701-5.8	24 inch Reinforced Concrete Pipe Flared End Section,	EA	2	2,000.00	4,000.00	2,225.00	4,450.00	1,800.00	3,600.00	4,290.00	8,580.00
D-701-5.10	36 inch Reinforced Concrete Pipe Flared End Section,	EA	1	3,000.00	3,000.00	3,675.00	3,675.00	3,200.00	3,200.00	5,060.00	5,060.00
D-751-5.1	48" Concrete Manhole (Including Concrete Collar)	EA	3	10,000.00	30,000.00	9,650.00	28,950.00	8,000.00	24,000.00	7,920.00	23,760.00
D-751-5.2	60" Concrete Manhole (Including Concrete Collar)	EA	6	15,000.00	90,000.00	14,500.00	87,000.00	12,800.00	76,800.00	9,350.00	56,100.00
T-901-5.1	Turf Establishment (including seed, fertilizer, mulch and	ACRE	23.8	2,500.00	59,500.00	4,700.00	111,860.00	4,600.00	109,480.00	4,647.00	110,598.60
T-905-5.1	Topsoil (Obtained on Site or Removed from Stockpile)	CY	12,788	5.00	63,940.00	7.30	93,352.40	8.00	102,304.00	12.00	153,456.00
2275.1	Riprap Grade I	CY	32	150.00	4,800.00	171.00	5,472.00	160.00	5,120.00	120.00	3,840.00
Phase 2 Total Bid Price				1,442,255.00		1,729,980.30		1,688,974.50		2,147,821.60	
Phase 3 - Alternate 1											
C-105-5.1	Mobilization	LS	1	256,000.00	256,000.00	170,000.00	170,000.00	80,000.00	80,000.00	377,000.00	377,000.00
C-105-5.2	Traffic Provisions / Airport Security & Devices / Phasing	LS	1	75,000.00	75,000.00	127,000.00	127,000.00	120,000.00	120,000.00	94,000.00	94,000.00
C-105-5.3	Maintenance and Restoration of Haul Roads	LS	1	10,000.00	10,000.00	1,600.00	1,600.00	80,000.00	80,000.00	32,000.00	32,000.00
C-105.5.4	Field Office	LS	1	15,000.00	15,000.00	10,000.00	10,000.00	10,000.00	10,000.00	26,000.00	26,000.00
C-105.5.5	Construction Layout and Staking	LS	1	15,000.00	15,000.00	54,000.00	54,000.00	60,000.00	60,000.00	70,000.00	70,000.00
C-102-5.1	Type A Inlet Protection	EA	5	120.00	600.00	135.00	675.00	150.00	750.00	350.00	1,750.00
C-102-5.2	Filter Log, Type Wood Fiber Bioroll	LF	1306	15.00	19,590.00	3.50	4,571.00	4.00	5,224.00	5.00	6,530.00
P-101-5.1	Removal of Pipe and other Buried Structures	EA	1	5,000.00	5,000.00	1,400.00	1,400.00	1,500.00	1,500.00	5,500.00	5,500.00
P-101-5.2	Removal of Riprap	SY	118	100.00	11,800.00	16.00	1,888.00	48.00	5,664.00	40.00	4,720.00
P152-4.1	Unclassified Excavation	CY	45,883	10.00	458,830.00	3.60	165,178.80	4.00	183,532.00	9.00	412,947.00
P152-4.2	Muck Excavation	CY	21,197	10.00	211,970.00	19.50	413,341.50	20.00	423,940.00	22.00	466,334.00
P152-4.3	Borrow Excavation	CY	45,762	10.00	457,620.00	9.50	434,739.00	6.50	297,453.00	9.00	411,858.00
P152-4.4	Unclassified Excavation, Waste	CY	121	15.00	1,815.00	22.50	2,722.50	6.00	726.00	50.00	6,050.00
D-701-5.3	24 inch Reinforced Concrete Pipe, Class III	LF	24	160.00	3,840.00	350.00	8,400.00	200.00	4,800.00	242.00	5,808.00
D-701-5.4	30 inch Reinforced Concrete Pipe, Class III	LF	1443	180.00	259,740.00	176.00	253,968.00	240.00	346,320.00	330.00	476,190.00
D-701-5.5	36 inch Reinforced Concrete Pipe, Class III	LF	2126	205.00	435,830.00	223.00	474,098.00	300.00	637,800.00	368.00	782,368.00
D-701-5.8	24 inch Reinforced Concrete Pipe Flared End Section,	EA	1	2,000.00	2,000.00	2,225.00	2,225.00	1,800.00	1,800.00	4,510.00	4,510.00
D-701-5.09	30 inch Reinforced Concrete Pipe Flared End Section,	EA	1	2,500.00	2,500.00	2,800.00	2,800.00	3,000.00	3,000.00	3,080.00	3,080.00

TABULATION OF BIDS

Wildlife Hazard Removal and Drainage Improvement Minot Internaitonal Airport SEH No.: MINOT 168145 Bid Date: 2:00 p.m., Thursday, November 16, 2023				Engineer's Estimate \$3,760,436.00		Wagner Construction, Inc. 3151 S. Hwy 53, Suite 1 International Falls, MN 56649 \$3,297,723.15		Strata Corporation PO Box 13500 Grand Forks, ND 58208 \$3,726,859.80		Bluestone Construction Inc. 6898 163rd Ave. SE Sawyer, ND 58781 \$4,755,786.90	
Item No.	Item	Unit	Est. Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
D-701-5.10	36 inch Reinforced Concrete Pipe Flared End Section,	EA	1	3,000.00	3,000.00	3,600.00	3,600.00	3,200.00	3,200.00	5,610.00	5,610.00
D-705-5.1	6 inch Drain Tile Pipe (includes pipe, porous backfill, and	LF	8277	8.00	66,216.00	12.50	103,462.50	40.00	331,080.00	36.00	297,972.00
D-751-5.2	60" Concrete Manhole (Including Concrete Collar)	EA	5	15,000.00	75,000.00	14,750.00	73,750.00	12,800.00	64,000.00	10,450.00	52,250.00
T-901-5.1	Turf Establishment (including seed, fertilizer, mulch and	ACRE	50	2,500.00	125,000.00	3,750.00	187,500.00	3,725.00	186,250.00	4,100.00	205,000.00
T-905-5.1	Topsoil (Obtained on Site or Removed from Stockpile)	CY	26,894	5.00	134,470.00	10.00	268,940.00	8.00	215,152.00	12.00	322,728.00
2275	Riprap Grade I	CY	132	150.00	19,800.00	188.00	24,816.00	160.00	21,120.00	120.00	15,840.00
2275	Riprap Grade II	CY	81	200.00	16,200.00	188.00	15,228.00	160.00	12,960.00	130.00	10,530.00
2940	Turf Reinforcement Mat	SY	10,916	15.00	163,740.00	4.50	49,122.00	4.75	51,851.00	10.50	114,618.00
Phase 3 - Alternate 1 Bid Price				2,845,561.00		2,855,025.30		3,148,122.00		4,211,193.00	
Total Base Bid Price				3,760,436.00		3,297,723.15		3,726,859.80		4,755,786.90	
TOTAL BID PRICE (BASE BID + ALTERNATE)				\$6,605,997.00		\$6,152,748.45		\$6,874,981.80		\$8,966,979.90	

Project Information

Please complete this page for each project.

Project Title Acquire GMC Sierra 2500		Total Estimated Cost \$43,652.00	Estimated Completion Date October 31, 2024
Type of Funding Request ☒ First-Time Request ☐ Repeat Request ☐ Supplemental Request			NDAC Priority Rating 22
Project Description This project includes acquisition of a GMC Sierra 2500 for airport operations.			
Describe Need or Justification for the Project The pickup truck is required for continued maintenance and operations of the airport facility. Existing equipment is beyond its useful life and no longer serviceable. Operating and maintaining existing equipment is becoming costly and exceeding operating budgets for mowing equipment. The vehicle is also used to test runway friction by mounting the recently acquired Continuous Friction Measuring Equipment (CFME) to it. This allows real time runway condition reporting, enhancing airport safety.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☒ Yes ☐ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☐ Yes ☒ No	If yes, Airport Improvement Program (AIP) Number	Year
---	--	------

Provide a summary of the estimated cost of the project, including the source of all funding.

Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$	%
State Share		\$ 21,826.00	50.0 %
Sponsor Share	Airport	\$ 21,826.00	50.0 %
	Other:	\$	%
Project Totals		\$ 43,652.00	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.



Fleet Department
 2228 College Way, PO Box 338
 Fergus Falls, MN 56538-0338
 Phone: 218-998-8865
 Toll Free: 800-477-3013 Ext. 8865
mlarson@nelsonfleet.com

VEHICLE QUOTE NUMBER TK20943 '23

Sold To: Minot, City of
Attn: Jason Sorenson
Address: 0
 Minot, ND

Date: 1/16/2023
Phone: 701-857-4768
FAX:
Salesperson: Melissa Larson
Key Code:

Stock No:	Year	Make	Model	New/Used	Vehicle ID Number
TK20943	'23	2023	GMC Sierra 2500H-4WD Crew Cab 8' Box	New	
			Color: White/Cloth		

Price of Vehicle: \$42,895.00

Includes All Standard Equipment, Plus;		\$756.80
Engine Block Heater	\$88.00	
Fleet Convenience Package	\$668.80	

SUBJECT TO PRIOR SALE

Quote Does Not Include Tax or Registration

Subtotal: \$43,651.80

Trade - In:

Total Cash Price: **\$43,651.80**

Your Purchase Order #	0	Project #	0
Priority			

Thanks for your business!

Ship To / Lessee / End User: Minot, City of
 Attn: Jason Sorenson
 Public Works
 Address:
 Minot, ND

FAX:
Phone: 701-857-4768
email: jason.sorenson@minotnd.org

Signed: _____

Printed Name: _____ and Date: _____

Vehicle: [Fleet] 2023 Ford Super Duty F-250 SRW (X2B) XL 4WD SuperCab 8' Box ( Complete)

Price Summary

PRICE SUMMARY	
	MSRP
Base Price	\$49,305.00
Total Options	\$790.00
Vehicle Subtotal	\$50,095.00
Destination Charge	\$1,795.00
Grand Total	\$51,890.00

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 18177, Data updated Dec 12, 2022 6:39:00 PM PST

Vehicle: [Fleet] 2023 Ford Super Duty F-250 SRW (X2B) XL 4WD SuperCab 8' Box ( Complete)

Selected Model and Options

MODEL

CODE	MODEL	MSRP
X2B	2023 Ford Super Duty F-250 SRW XL 4WD SuperCab 8' Box	\$49,305.00

COLORS

CODE	DESCRIPTION
Z1	Oxford White

OPTIONS

CODE	DESCRIPTION	MSRP
99A	Engine: 6.8L 2V DEVCT NA PFI V8 Gas (STD)	\$0.00
44F	Transmission: TorqShift-G 10-Speed Automatic -inc: SelectShift and selectable drive modes: normal, eco, slippery roads, tow/haul and off-road (STD)	\$0.00
600A	Order Code 600A	\$0.00
X37	3.73 Axle Ratio (STD)	\$0.00
64A	Wheels: 17" Argent Painted Steel -inc: painted hub covers/center ornaments (STD)	\$0.00
TBM	Tires: LT245/75Rx17E BSW A/T -inc: Spare may not be the same as road tire	\$165.00
Z1	Oxford White	\$0.00
AS	Medium Dark Slate, HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar	\$100.00
41H	Engine Block Heater -inc: grille cover	\$100.00
67D	190 Amp Alternator	\$0.00
153	Front License Plate Bracket -inc: Standard in states requiring 2 license plates	\$0.00
61N	Tray Style Floor Mat	\$250.00
43C	120V/400W Outlet -inc: 1 in-dash mounted outlet	\$175.00
Options Total		\$790.00

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 18177, Data updated Dec 12, 2022 6:39:00 PM PST

Vehicle: [Fleet] 2023 Ford Super Duty F-250 SRW (X2B) XL 4WD SuperCab 8' Box ( Complete)

Standard Equipment

Mechanical

Engine: 6.8L 2V DEVCT NA PFI V8 Gas (STD)

Transmission: TorqShift-G 10-Speed Automatic -inc: SelectShift and selectable drive modes: normal, eco, slippery roads, tow/haul and off-road (STD)

3.73 Axle Ratio (STD)

50-State Emissions System

Transmission w/Oil Cooler

Electronic Transfer Case

Part-Time Four-Wheel Drive

78-Amp/Hr 750CCA Maintenance-Free Battery w/Run Down Protection

160 Amp Alternator

Class V Towing Equipment -inc: Hitch, Brake Controller and Trailer Sway Control

Trailer Wiring Harness

3460# Maximum Payload

GVWR: 10,000 lb Payload Package

HD Shock Absorbers

Front Anti-Roll Bar

Firm Suspension

Hydraulic Power-Assist Steering

34 Gal. Fuel Tank

Single Stainless Steel Exhaust

Auto Locking Hubs

Front Suspension w/Coil Springs

Solid Axle Rear Suspension w/Leaf Springs

4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control

Exterior

Wheels: 17" Argent Painted Steel -inc: painted hub covers/center ornaments (STD)

Tires: LT245/75Rx17E BSW A/S -inc: Spare may not be the same as road tire (STD)

Regular Box Style

Steel Spare Wheel

Spare Tire Stored Underbody w/Crankdown

Clearcoat Paint

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 18177, Data updated Dec 12, 2022 6:39:00 PM PST

Vehicle: [Fleet] 2023 Ford Super Duty F-250 SRW (X2B) XL 4WD SuperCab 8' Box ( Complete)

Exterior

Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks

Black Rear Step Bumper

Black Side Windows Trim and Black Front Windshield Trim

Black Door Handles

Black Power Heated Side Mirrors w/Convex Spotter, Manual Folding and Turn Signal Indicator

Manual Extendable Trailer Style Mirrors

Fixed Rear Window

Light Tinted Glass

Variable Intermittent Wipers

Aluminum Panels

Black Grille

Tailgate Rear Cargo Access

Reverse Opening Rear Doors

Tailgate/Rear Door Lock Included w/Power Door Locks

Boxside Steps

Autolamp Auto On/Off Aero-Composite Halogen Daytime Running Lights Preference Setting Headlamps w/Delay-Off

Cargo Lamp w/High Mount Stop Light

Perimeter/Approach Lights

Entertainment

Radio w/Seek-Scan, Clock and Speed Compensated Volume Control

Radio: AM/FM Stereo w/MP3 Player -inc: 4 speakers

Fixed Antenna

SYNC 4 -inc: 8" LCD capacitive touchscreen w/swipe capability, wireless phone connection, cloud connected, AppLink w/app catalog, 911 Assist, Apple CarPlay and Android Auto compatibility and digital owner's manual

2 LCD Monitors In The Front

Interior

4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement

4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement

60-40 Folding Split-Bench Front Facing Fold-Up Cushion Rear Seat

Manual Tilt/Telescoping Steering Column

Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 18177, Data updated Dec 12, 2022 6:39:00 PM PST

Vehicle: [Fleet] 2023 Ford Super Duty F-250 SRW (X2B) XL 4WD SuperCab 8' Box ( Complete)

Interior

Power Rear Windows
FordPass Connect 5G Mobile Hotspot Internet Access
Rear Cupholder
Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button
Cruise Control w/Steering Wheel Controls
Manual Air Conditioning
HVAC -inc: Underseat Ducts
Illuminated Locking Glove Box
Interior Trim -inc: Chrome Interior Accents
Full Cloth Headliner
Urethane Gear Shifter Material
HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage and driver's side manual lumbar
Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
Full Overhead Console w/Storage and 2 12V DC Power Outlets
Front Map Lights
Fade-To-Off Interior Lighting
Full Vinyl/Rubber Floor Covering
Pickup Cargo Box Lights
Smart Device Remote Engine Start
Instrument Panel Covered Bin and Dashboard Storage
Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
Delayed Accessory Power
Power Door Locks
Systems Monitor
Trip Computer
Outside Temp Gauge
Digital/Analog Appearance
Seats w/Vinyl Back Material
Manual Adjustable Front Head Restraints and Manual Adjustable Rear Head Restraints
Securilock Anti-Theft Ignition (pats) Immobilizer
2 12V DC Power Outlets

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 18177, Data updated Dec 12, 2022 6:39:00 PM PST

Vehicle: [Fleet] 2023 Ford Super Duty F-250 SRW (X2B) XL 4WD SuperCab 8' Box ( Complete)

Interior

Air Filtration

Safety-Mechanical

AdvanceTrac w/Roll Stability Control Electronic Stability Control (ESC) And Roll Stability Control (RSC)

ABS And Driveline Traction Control

Safety-Exterior

Side Impact Beams

Safety-Interior

Dual Stage Driver And Passenger Seat-Mounted Side Airbags

Tire Specific Low Tire Pressure Warning

Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch

Safety Canopy System Curtain 1st And 2nd Row Airbags

Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point and Height Adjusters

Back-Up Camera

WARRANTY

Basic Years: 3
Basic Miles/km: 36,000
Drivetrain Years: 5
Drivetrain Miles/km: 60,000
Corrosion Years: 5
Corrosion Miles/km: Unlimited
Roadside Assistance Years: 5
Roadside Assistance Miles/km: 60,000

Project Information

Please complete this page for each project.

Project Title Electrical Vault Rehabilitation		Total Estimated Cost \$525,000.00	Estimated Completion Date October 31, 2024
Type of Funding Request ☒ First-Time Request ☐ Repeat Request ☐ Supplemental Request			NDAC Priority Rating 52
Project Description This project will replace several pieces of equipment inside the existing electrical vault, including the control panel, relay-based interface panel, ATCT lighting panel, ATG radio control, and most of the regulators. The vault building itself will not be part of the project scope, as its in suitable condition.			
Describe Need or Justification for the Project Per Table J-4 in the AIP Handbook, the minimum useful life for airfield electrical/lighting equipment is 10 years. The existing equipment was installed in 1993 when the vault was constructed and is in need of replacement, with much of the equipment approaching 30 years of life. The airport staff have experienced and documented consistent maintenance challenges with the equipment and replacement parts are becoming increasingly challenging to obtain. The current infrastructure in its current condition poses a risk that airfield lighting will become inoperable without notice with the potential of a delayed maintenance period.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☒ Yes ☐ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☒ Yes ☐ No	If yes, Airport Improvement Program (AIP) Number TBD	Year 2024
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Provide a summary of the estimated cost of the project, including the source of all funding.

Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$ 472,500.00	90 %
State Share		\$ 26,250.00	5 %
Sponsor Share	Airport	\$ 26,250.00	5 %
	Other:	\$	%
Project Totals		\$ 525,000.00	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.



Minot International Airport (MOT)
2024 Electrical Vault Rehabilitation
Engineer's Estimate
SEH No. MINOT 177332
March 20, 2024
ALS

Base Bid						
Line No.	Item No.	Item Description	Unit	Estimated Quantity	Estimated Unit Price	Estimated Total Amount
1	C-105-5.1	Mobilization	LS	***	LUMP SUM	\$ 30,000.00
2	C-105-5.2	Traffic Provisions / Airport Security & Devices	LS	***	LUMP SUM	\$ 5,000.00
3	L-125-5.1	Airfield Electrical Vault Removals	LS	***	LUMP SUM	\$ 30,000.00
4	L-125-5.2	Vault Electrical Systems (S-1 Cutout Cabinet and Mod	LS	***	LUMP SUM	\$ 35,000.00
5	L-125-5.3	ATCT PCL Switch Replacement	LS	***	LUMP SUM	\$ 15,000.00
6	L-125-5.4	Vault Electrical Systems Testing	LS	***	LUMP SUM	\$ 10,000.00
7	L-125-5.5	7.5 KW Regulator	EA	1	\$ 20,000.00	\$ 25,000.00
8	L-125-5.6	10 KW Regulator	EA	1	\$ 25,000.00	\$ 30,000.00
9	L-125-5.7	15 KW Regulator	EA	1	\$ 40,000.00	\$ 45,000.00
10	L-125-5.8	20 KW Regulator	EA	1	\$ 50,000.00	\$ 55,000.00

Bid Alternate 1 - Txy C and Runway 8/26 Regulators						
Line No.	Item No.	Item Description	Unit	Estimated Quantity	Estimated Unit Price	Estimated Total Amount
11	L-125-5.9	10 KW Regulator	EA	1	\$ 25,000.00	\$ 25,000.00
12	L-125-5.10	20 KW Regulator	EA	1	\$ 55,000.00	\$ 55,000.00

Bid Alternate 2 - Vault Fixture Replacements						
Line No.	Item No.	Item Description	Unit	Estimated Quantity	Estimated Unit Price	Estimated Total Amount
13	L-125-5.11	Vault Fixture In-Kind Replacement	LS	1	\$ 10,000.00	\$ 10,000.00
					Estimated Base Bid Total	\$280,000.00
					Estimated Bid Alternate 1 Total	\$80,000.00
					Estimated Bid Alternate 2 Total	\$10,000.00
					Estimated Construction Costs	\$360,000.00
					Prelim and Final Engineering	\$60,000.00
					Construction Admin	\$80,000.00
					Contingency	\$25,000.00
					Total Project	\$525,000.00

Project Information

Please complete this page for each project.

Project Title Crack Sealing and Repair (Airside)		Total Estimated Cost	Estimated Completion Date October 31, 2024
Type of Funding Request ☐ First-Time Request ☒ Repeat Request ☐ Supplemental Request		NDAC Priority Rating 56	
Project Description Routine pavement maintenance will take place according to FAA standards based on prioritized areas of need as identified from airfield inspections. The procurement of the crack sealing and other related materials will be completed as part of a larger city purchase.			
Describe Need or Justification for the Project Maintenance is required to ensure facilities are functioning as required and to comply with Part 139 requirements. Routine pavement maintenance is crucial for extending the life of the runway. Routine crack sealing and patchwork is crucial for extending the life of pavement. Crack sealing helps keep water, sand, debris, and other material out of existing cracks in the pavement. The airport intends to complete crack sealing on the apron, taxiway, and runway pavements to preserve the existing airport infrastructure. Surfaces receiving crack sealing and patchwork are rotated each year to ensure comprehensive preventative maintenance of all airfield pavement. See attached document for proposed locations and anticipated costs. Attached diagram outlines this year's areas for projected work.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☐ Yes ☒ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☒ Yes ☐ No	If yes, Airport Improvement Program (AIP) Number	Year
---	--	------

Provide a summary of the estimated cost of the project, including the source of all funding.

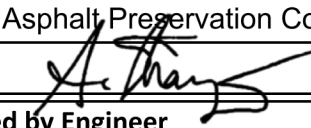
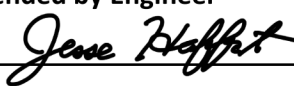
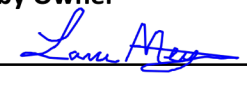
Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$	%
State Share		\$ 27,000.00	90 %
Sponsor Share	Airport	\$ 3,000.00	10 %
	Other:	\$	%
Project Totals		\$ 30,000.00	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.

Contractor's Application for Payment

Owner: <u>City of Minot</u> Engineer: <u>City Engineer</u> Contractor: <u>Asphalt Presevation Company, Inc.</u> Project: <u>2023 Street Seal</u> Contract: <u>2023 Street Seal</u>	Owner's Project No.: <u>4710</u> Engineer's Project No.: <u>4710</u> Contractor's Project No.: _____																																				
Application No.: <u>2</u> Application Date: <u>7/14/2023</u> Application Period: From <u>5/27/2023</u> to <u>6/30/2023</u>																																					
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">1. Original Contract Price</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 20%; text-align: right;">3,696,620.55</td> </tr> <tr> <td>2. Net change by Change Orders</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">(203,693.24)</td> </tr> <tr> <td>3. Current Contract Price (Line 1 + Line 2)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">3,492,927.31</td> </tr> <tr> <td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">773,198.62</td> </tr> <tr> <td>5. Retainage</td> <td></td> <td></td> </tr> <tr> <td> a. 10% X \$ 773,198.62 Work Completed</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">77,319.86</td> </tr> <tr> <td> b. X \$ - Stored Materials</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">-</td> </tr> <tr> <td> c. Total Retainage (Line 5.a + Line 5.b)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">77,319.86</td> </tr> <tr> <td>6. Amount eligible to date (Line 4 - Line 5.c)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">695,878.76</td> </tr> <tr> <td>7. Less previous payments (Line 6 from prior application)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">367,907.42</td> </tr> <tr> <td>8. Amount due this application</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">327,971.34</td> </tr> <tr> <td>9. Balance to finish, including retainage (Line 3 - Line 4)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">2,719,728.69</td> </tr> </table>		1. Original Contract Price	\$	3,696,620.55	2. Net change by Change Orders	\$	(203,693.24)	3. Current Contract Price (Line 1 + Line 2)	\$	3,492,927.31	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	773,198.62	5. Retainage			a. 10% X \$ 773,198.62 Work Completed	\$	77,319.86	b. X \$ - Stored Materials	\$	-	c. Total Retainage (Line 5.a + Line 5.b)	\$	77,319.86	6. Amount eligible to date (Line 4 - Line 5.c)	\$	695,878.76	7. Less previous payments (Line 6 from prior application)	\$	367,907.42	8. Amount due this application	\$	327,971.34	9. Balance to finish, including retainage (Line 3 - Line 4)	\$	2,719,728.69
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a. 10% X \$ 773,198.62 Work Completed	\$	77,319.86																																			
b. X \$ - Stored Materials	\$	-																																			
c. Total Retainage (Line 5.a + Line 5.b)	\$	77,319.86																																			
6. Amount eligible to date (Line 4 - Line 5.c)	\$	695,878.76																																			
7. Less previous payments (Line 6 from prior application)	\$	367,907.42																																			
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9. Balance to finish, including retainage (Line 3 - Line 4)	\$	2,719,728.69																																			
Contractor's Certification The undersigned Contractor certifies, to the best of its knowledge, the following: (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.																																					
Contractor: <u>Asphalt Preservation Company, Inc.</u> Signature: <u></u> Date: <u>07/14/2023</u>																																					
Recommended by Engineer By: <u></u> Title: <u>Project Manager</u> Date: <u>7/14/2023</u>	Approved by Owner By: <u></u> Title: <u>City Engineer</u> Date: <u>7/17/2023</u>																																				

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Minot	Owner's Project No.:	4710
Engineer:	City Engineer	Engineer's Project No.:	4710
Contractor:	Asphalt Preservation Company, Inc.	Contractor's Project No.:	
Project:	2023 Street Seal		
Contract:	2023 Street Seal		

Application No.: 2		Application Period:		From 05/27/23	to 06/30/23	Application Date: 07/14/23					
A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information			Value of Bid Item (C X E) (\$)	Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)		Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
1	CONTRACT BOND	1	LS	20,000.00	20,000.00	0.50	10,000.00		10,000.00	50%	10,000.00
2	MOBILIZATION	1	LS	165,000.00	165,000.00	0.50	82,500.00		82,500.00	50%	82,500.00
3	TRAFFIC CONTROL-TYPE 1	1	LS	19,500.00	19,500.00	0.75	14,625.00		14,625.00	75%	4,875.00
4	TRAFFIC CONTROL-TYPE 2	1	LS	201,800.00	201,800.00	-	-		-	0%	201,800.00
5	TRAFFIC CONTROL-TYPE 2 (Burdick Expy Only)	0	LS	32,000.00	-	-	-		-		-
6	STORM DRAIN INLET PROTECTION	5	EA	200.00	1,000.00	-	-		-	0%	1,000.00
7	REMOVE CURB AND GUTTER	341	LF	38.00	12,958.00	237.00	9,006.00		9,006.00	70%	3,952.00
8	OBLITERATE PAVEMENT MARKINGS	21,654	SF	1.50	32,481.00	-	-		-	0%	32,481.00
9	ADJUST CASTING	5	EA	1,000.00	5,000.00	-	-		-	0%	5,000.00
10	REPLACE CASTING	5	EA	1,800.00	9,000.00	-	-		-	0%	9,000.00
11	ADJUST VALVE BOX	20	EA	375.00	7,500.00	6.00	2,250.00		2,250.00	30%	5,250.00
12	REPLACE VALVE BOX TOP SECTION	10	EA	2,100.00	21,000.00	7.00	14,700.00		14,700.00	70%	6,300.00
13	COMMON EXCAVATION	110	CY	106.00	11,660.00	49.50	5,247.00		5,247.00	45%	6,413.00
14	TOPSOIL-IMPORTED	7	CY	105.00	735.00	-	-		-	0%	735.00
15	AGGREGATE BASE, CLASS 5	200	TON	80.00	16,000.00	197.67	15,813.60		15,813.60	99%	186.40
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17	HMA FULL DEPTH PATCH	85,790	SF	7.25	621,977.50	57,932.00	420,007.00		420,007.00	68%	201,970.50
18	CRACK SEAL - ROUTED	378,000	LF	0.72	272,160.00	148,231.00	106,726.32		106,726.32	39%	165,433.68
19	CRACK SEAL - NON ROUTED	215,000	LF	0.70	150,500.00	43,047.00	30,132.90		30,132.90	20%	120,367.10
20	BITUMINOUS SEAL OIL, CRS-2P	209,665	GAL	2.42	507,389.30	-	-		-	0%	507,389.30
21	COVER COAT AGGREGATE, CLASS 41M	499,201	SY	1.00	499,201.00	-	-		-	0%	499,201.00
22	BLOTTER SAND, CLASS 44	5	TON	1.00	5.00	-	-		-	0%	5.00
23	FOG SEAL, CSS-1H (DILUTED 50/50)	52,460	GAL	1.32	69,247.20	-	-		-	0%	69,247.20
24	CURB AND GUTTER	341	LF	105.00	35,805.00	267.00	28,035.00		28,035.00	78%	7,770.00

Progress Estimate - Unit Price Work

Owner: City of Minot
Engineer: City Engineer
Contractor: Asphalt Preservation Company, Inc.
Project: 2023 Street Seal
Contract: 2023 Street Seal

Contractor's Application for Payment

Owner's Project No.: 4710
Engineer's Project No.: 4710
Contractor's Project No.:

Application No.: 2		Application Period: From 05/27/23 to 06/30/23		Application Date: 07/14/23							
A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information			Value of Bid Item (C X E) (\$)	Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)		Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
25	EPOXY PVMT MK 4 IN LINE-GROOVED (WHITE)	10,573	LF	1.41	14,907.93	-	-	-	-	0%	14,907.93
26	EPOXY PVMT MK 4 IN LINE-GROOVED (YELLOW)	59,884	LF	1.41	84,436.44	-	-	-	-	0%	84,436.44
27	EPOXY PVMT MK 8 IN LINE-GROOVED (WHITE)	6,665	LF	2.85	18,995.25	-	-	-	-	0%	18,995.25
28	EPOXY PVMT MK MESSAGE -GROOVED	3,144	SF	27.50	86,460.00	-	-	-	-	0%	86,460.00
29	SHORT TERM 4 IN LINE-TYPE NR (WHITE)	9,022	LF	0.41	3,699.02	-	-	-	-	0%	3,699.02
30	SHORT TERM 4 IN LINE-TYPE NR (YELLOW)	119,026	LF	0.41	48,800.66	-	-	-	-	0%	48,800.66
31	SHORT TERM 8 IN LINE-TYPE NR (WHITE)	12,098	LF	0.77	9,315.46	-	-	-	-	0%	9,315.46
32	SHORT TERM MESSAGE-TYPE NR	1,698	SF	7.20	12,225.60	-	-	-	-	0%	12,225.60
33	SEEDING (HYDRO-MULCH)	66	SY	21.00	1,386.00	-	-	-	-	0%	1,386.00
34	CRACK SEALING (NON ROUTED AND ROUTED) FOR ASPHALT PEDESTRIAN PATHS	12,600	LF	0.70	8,820.00	5,794.00	4,055.80	-	4,055.80	46%	4,764.20
35	THERMOPLASTIC PVMT MK 6 IN LINE-GROOVED (WHITE)	3,365	LF	8.65	29,107.25	-	-	-	-	0%	29,107.25
36	THERMOPLASTIC PVMT MK 24 IN LINE-GROOVED (WHITE)	2,136	LF	40.00	85,440.00	-	-	-	-	0%	85,440.00
37	THERMOPLASTIC PVMT MK MESSAGE-GROOVED (WHITE)	0	SF	30.00	-	-	-	-	-	0%	-
38	1.5" HMA MILL & FILL - SUPERPAVE FAA 43	15,000	SF	11.00	165,000.00	-	-	-	-	0%	165,000.00
39	SALVAGE AND REINSTALL SIGN	2	EA	550.00	1,100.00	-	-	-	-	0%	1,100.00
40	REMOVE SIDEWALK	117	SY	37.00	4,329.00	-	-	-	-	0%	4,329.00
41	CONCRETE SIDEWALK	110	SY	160.00	17,600.00	-	-	-	-	0%	17,600.00
42	PIGMENTED IMPRINTED CONCRETE	7	SY	275.00	1,925.00	-	-	-	-	0%	1,925.00
43	DETECTABLE WARNING PANEL	40	SF	110.00	4,400.00	-	-	-	-	0%	4,400.00
44	6" CURB	80	LF	160.00	12,800.00	-	-	-	-	0%	12,800.00
45	THERMOPLASTIC PVMT MK MESSAGE-GROOVED BIKE SYMBOL	2,436	SF	20.50	49,938.00	-	-	-	-	0%	49,938.00
46	THERMOPLASTIC PVMT MK MESSAGE-GROOVED DOUBLE BIKE LANE EXTENSION	250	SF	41.50	10,375.00	-	-	-	-	0%	10,375.00
47	EPOXY PVMT MK 6 IN LINE-GROOVED (WHITE)	15,051	LF	1.90	28,596.90	-	-	-	-	0%	28,596.90
48	SHORT TERM 6 IN LINE-TYPE NR (WHITE)	28,290	LF	0.52	14,710.80	-	-	-	-	0%	14,710.80
Totals					\$ 3,490,287.31		\$ 772,221.82	\$ -	\$ 772,221.82	22%	\$ 2,718,065.49

Progress Estimate - Unit Price Work

Owner:City of Minot

Engineer:City Engineer

Contractor:Asphalt Presevation Company, Inc.

Project:2023 Street Seal

Contract:2023 Street Seal

Owner's Project No.:4710

Engineer's Project No.:4710

Contractor's Project No.:

Application No.:2

Application Period:From05/27/23to06/30/23

Application Date:07/14/23

A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Change Orders											
49	REMOVE DRIVEWAY PAVEMENT	10.00	SY	44.00	440.00	3.70	162.80		162.80	37%	277.20
50	DRIVEWAY PAVEMENT	10.00	SY	220.00	2,200.00	3.70	814.00		814.00	37%	1,386.00
Change Order Totals					\$ 2,640.00		\$ 976.80	\$ -	\$ 976.80	37%	\$ 1,663.20
Original Contract and Change Orders											
Project Totals					\$ 3,492,927.31		\$ 773,198.62	\$ -	\$ 773,198.62	22%	\$ 2,719,728.69

Project Information

Please complete this page for each project.

Project Title Crack Sealing and Repair (Landside)		Total Estimated Cost	Estimated Completion Date October 31, 2024
Type of Funding Request ☐ First-Time Request ☒ Repeat Request ☐ Supplemental Request			NDAC Priority Rating 56
Project Description Routine pavement maintenance of access roads and parking lots for both the terminal area, emergency routes, and the GA area takes place annually. The airport budgets a specific amount per year and does as much work as the budget allows. The procurement of the crack sealing and other related materials will be completed as part of a larger city purchase.			
Describe Need or Justification for the Project Maintenance is required to ensure facilities are functioning as required and to comply with Part 139 requirements (emergency routes). Routine pavement maintenance is crucial for extending the life of the access roads and public parking. Routine crack sealing and patchwork is crucial for extending the life of pavement. Crack sealing helps keep water, sand, debris, and other material out of existing cracks in the pavement. The airport intends to complete crack sealing on the access roads, emergency routes, and parking pavements to preserve the existing airport infrastructure. Surfaces receiving crack sealing and patchwork are rotated each year to ensure comprehensive preventative maintenance of all landside pavements. See attached document for proposed locations and anticipated costs. Attached diagram outlines this year's areas for projected work.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☐ Yes ☒ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☒ Yes ☐ No	If yes, Airport Improvement Program (AIP) Number	Year
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Provide a summary of the estimated cost of the project, including the source of all funding.

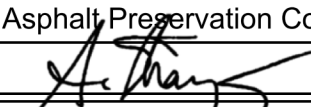
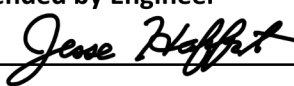
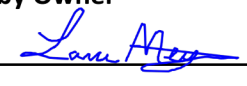
Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$	%
State Share		\$ 42,999.00	50.0 %
Sponsor Share	Airport	\$ 43,000.00	50.0 %
	Other:	\$	%
Project Totals		\$ 85,999.00	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.

Contractor's Application for Payment

Owner: <u>City of Minot</u> Engineer: <u>City Engineer</u> Contractor: <u>Asphalt Presevation Company, Inc.</u> Project: <u>2023 Street Seal</u> Contract: <u>2023 Street Seal</u>	Owner's Project No.: <u>4710</u> Engineer's Project No.: <u>4710</u> Contractor's Project No.: _____																								
Application No.: <u>2</u> Application Date: <u>7/14/2023</u> Application Period: From <u>5/27/2023</u> to <u>6/30/2023</u>																									
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">1. Original Contract Price</td> <td style="width: 30%; text-align: right;">\$ 3,696,620.55</td> </tr> <tr> <td>2. Net change by Change Orders</td> <td style="text-align: right;">\$ (203,693.24)</td> </tr> <tr> <td>3. Current Contract Price (Line 1 + Line 2)</td> <td style="text-align: right;">\$ 3,492,927.31</td> </tr> <tr> <td>4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)</td> <td style="text-align: right;">\$ 773,198.62</td> </tr> <tr> <td>5. Retainage</td> <td></td> </tr> <tr> <td> a. 10% X \$ 773,198.62 Work Completed</td> <td style="text-align: right;">\$ 77,319.86</td> </tr> <tr> <td> b. _____ X \$ - Stored Materials</td> <td style="text-align: right;">\$ -</td> </tr> <tr> <td> c. Total Retainage (Line 5.a + Line 5.b)</td> <td style="text-align: right;">\$ 77,319.86</td> </tr> <tr> <td>6. Amount eligible to date (Line 4 - Line 5.c)</td> <td style="text-align: right;">\$ 695,878.76</td> </tr> <tr> <td>7. Less previous payments (Line 6 from prior application)</td> <td style="text-align: right;">\$ 367,907.42</td> </tr> <tr> <td>8. Amount due this application</td> <td style="text-align: right;">\$ 327,971.34</td> </tr> <tr> <td>9. Balance to finish, including retainage (Line 3 - Line 4)</td> <td style="text-align: right;">\$ 2,719,728.69</td> </tr> </table>		1. Original Contract Price	\$ 3,696,620.55	2. Net change by Change Orders	\$ (203,693.24)	3. Current Contract Price (Line 1 + Line 2)	\$ 3,492,927.31	4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 773,198.62	5. Retainage		a. 10% X \$ 773,198.62 Work Completed	\$ 77,319.86	b. _____ X \$ - Stored Materials	\$ -	c. Total Retainage (Line 5.a + Line 5.b)	\$ 77,319.86	6. Amount eligible to date (Line 4 - Line 5.c)	\$ 695,878.76	7. Less previous payments (Line 6 from prior application)	\$ 367,907.42	8. Amount due this application	\$ 327,971.34	9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 2,719,728.69
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Contractor: <u>Asphalt Preservation Company, Inc.</u> Signature: <u></u> Date: <u>07/14/2023</u>																									
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Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	City of Minot	Owner's Project No.:	4710
Engineer:	City Engineer	Engineer's Project No.:	4710
Contractor:	Asphalt Preservation Company, Inc.	Contractor's Project No.:	
Project:	2023 Street Seal		
Contract:	2023 Street Seal		

Application No.: 2		Application Period: From 05/27/23 to 06/30/23		Application Date: 07/14/23							
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Progress Estimate - Unit Price Work

Owner: City of Minot
Engineer: City Engineer
Contractor: Asphalt Preservation Company, Inc.
Project: 2023 Street Seal
Contract: 2023 Street Seal

Contractor's Application for Payment

Owner's Project No.: 4710
Engineer's Project No.: 4710
Contractor's Project No.:

Application No.: 2		Application Period: From 05/27/23 to 06/30/23		Application Date: 07/14/23							
A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information			Value of Bid Item (C X E) (\$)	Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)		Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
25	EPOXY PVMT MK 4 IN LINE-GROOVED (WHITE)	10,573	LF	1.41	14,907.93	-	-	-	-	0%	14,907.93
26	EPOXY PVMT MK 4 IN LINE-GROOVED (YELLOW)	59,884	LF	1.41	84,436.44	-	-	-	-	0%	84,436.44
27	EPOXY PVMT MK 8 IN LINE-GROOVED (WHITE)	6,665	LF	2.85	18,995.25	-	-	-	-	0%	18,995.25
28	EPOXY PVMT MK MESSAGE -GROOVED	3,144	SF	27.50	86,460.00	-	-	-	-	0%	86,460.00
29	SHORT TERM 4 IN LINE-TYPE NR (WHITE)	9,022	LF	0.41	3,699.02	-	-	-	-	0%	3,699.02
30	SHORT TERM 4 IN LINE-TYPE NR (YELLOW)	119,026	LF	0.41	48,800.66	-	-	-	-	0%	48,800.66
31	SHORT TERM 8 IN LINE-TYPE NR (WHITE)	12,098	LF	0.77	9,315.46	-	-	-	-	0%	9,315.46
32	SHORT TERM MESSAGE-TYPE NR	1,698	SF	7.20	12,225.60	-	-	-	-	0%	12,225.60
33	SEEDING (HYDRO-MULCH)	66	SY	21.00	1,386.00	-	-	-	-	0%	1,386.00
34	CRACK SEALING (NON ROUTED AND ROUTED) FOR ASPHALT PEDESTRIAN PATHS	12,600	LF	0.70	8,820.00	5,794.00	4,055.80	-	4,055.80	46%	4,764.20
35	THERMOPLASTIC PVMT MK 6 IN LINE-GROOVED (WHITE)	3,365	LF	8.65	29,107.25	-	-	-	-	0%	29,107.25
36	THERMOPLASTIC PVMT MK 24 IN LINE-GROOVED (WHITE)	2,136	LF	40.00	85,440.00	-	-	-	-	0%	85,440.00
37	THERMOPLASTIC PVMT MK MESSAGE-GROOVED (WHITE)	0	SF	30.00	-	-	-	-	-	0%	-
38	1.5" HMA MILL & FILL - SUPERPAVE FAA 43	15,000	SF	11.00	165,000.00	-	-	-	-	0%	165,000.00
39	SALVAGE AND REINSTALL SIGN	2	EA	550.00	1,100.00	-	-	-	-	0%	1,100.00
40	REMOVE SIDEWALK	117	SY	37.00	4,329.00	-	-	-	-	0%	4,329.00
41	CONCRETE SIDEWALK	110	SY	160.00	17,600.00	-	-	-	-	0%	17,600.00
42	PIGMENTED IMPRINTED CONCRETE	7	SY	275.00	1,925.00	-	-	-	-	0%	1,925.00
43	DETECTABLE WARNING PANEL	40	SF	110.00	4,400.00	-	-	-	-	0%	4,400.00
44	6" CURB	80	LF	160.00	12,800.00	-	-	-	-	0%	12,800.00
45	THERMOPLASTIC PVMT MK MESSAGE-GROOVED BIKE SYMBOL	2,436	SF	20.50	49,938.00	-	-	-	-	0%	49,938.00
46	THERMOPLASTIC PVMT MK MESSAGE-GROOVED DOUBLE BIKE LANE EXTENSION	250	SF	41.50	10,375.00	-	-	-	-	0%	10,375.00
47	EPOXY PVMT MK 6 IN LINE-GROOVED (WHITE)	15,051	LF	1.90	28,596.90	-	-	-	-	0%	28,596.90
48	SHORT TERM 6 IN LINE-TYPE NR (WHITE)	28,290	LF	0.52	14,710.80	-	-	-	-	0%	14,710.80
Totals					\$ 3,490,287.31		\$ 772,221.82	\$ -	\$ 772,221.82	22%	\$ 2,718,065.49

Progress Estimate - Unit Price Work

Owner:City of Minot

Engineer:City Engineer

Contractor:Asphalt Presevation Company, Inc.

Project:2023 Street Seal

Contract:2023 Street Seal

Owner's Project No.:4710

Engineer's Project No.:4710

Contractor's Project No.:

Application No.:2

Application Period:From05/27/23to06/30/23

Application Date:07/14/23

A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Change Orders											
49	REMOVE DRIVEWAY PAVEMENT	10.00	SY	44.00	440.00	3.70	162.80		162.80	37%	277.20
50	DRIVEWAY PAVEMENT	10.00	SY	220.00	2,200.00	3.70	814.00		814.00	37%	1,386.00
Change Order Totals					\$ 2,640.00		\$ 976.80	\$ -	\$ 976.80	37%	\$ 1,663.20
Original Contract and Change Orders											
Project Totals					\$ 3,492,927.31		\$ 773,198.62	\$ -	\$ 773,198.62	22%	\$ 2,719,728.69

Project Information

Please complete this page for each project.

Project Title Runway Pvmnt Rehab Marking (BIL 64)		Total Estimated Cost	Estimated Completion Date 9/14/2024
Type of Funding Request ☐ First-Time Request ☒ Repeat Request ☐ Supplemental Request			NDAC Priority Rating 56
Project Description Painting and marking took place according to FAA standards based on prioritized areas of need as identified from airfield inspections. The cost of beads and paint was be applied. The project was funded through FAA BIL 64.			
Describe Need or Justification for the Project Maintenance for painting and marking is required to ensure facilities are functioning as required and to comply with Part 139 requirements. Routine pavement maintenance is crucial for extending the life of the runway. See attached document for proposed locations and final costs. Attached diagram outlines the areas for the work.			
For National Plan of Integrated Airport Systems (NPIAS) Airports: Is this project listed on the airport's approved Airport Layout Plan and Capital Improvement Program? ☐ Yes ☒ No If unknown, contact North Dakota Aeronautics Commission			
Name of Contact Person for Project Maria Romanick		Title Operations and Maintenance Manager	
Telephone Number (701) 420-4503	Fax Number	Email Address maria.romanick@minotnd.org	

Project Cost Estimate Summary

Is this a Federal Aviation Administration project? ☒ Yes ☐ No	If yes, Airport Improvement Program (AIP) Number	Year
---	--	------

Provide a summary of the estimated cost of the project, including the source of all funding.

Source of Funding		Estimated Dollar Funding	Estimated Percent of Total Funding
Federal Share		\$ 336,951.00	90.0 %
State Share		\$ 18,500.00	5.0 %
Sponsor Share	Airport	\$ 18,521.00	5.0 %
	Other:	\$	%
Project Totals		\$ 373,972.00	100%

Supporting Documentation

If possible, please provide the following documentation as attachments to the grant submittal:

1. A detailed cost estimate or accepted bid.
2. Pictures and/or a drawing of the affected area (with the proposed work area and dimensions noted).
3. If the project is land related, provide a map with the specific land areas being affected highlighted.
4. If the project is for a fuel facility or a community hangar, provide a business plan.

Project FY22 BIL Funding Runway Pvmnt Rehab Pvmnt Marking

Contractor SEH Engineering Proline West Inc

Contract Amount 1,030.37
48,200.00 \$ 321,190.00

Account Number 11050000.44382

Project Number 2022500008

Budgeted Funding Sources:

Federal:

State:

Local:

Percentage	Dollar Amt	Grant #	CFDA #	Charge Code	Customer #
90.10%	\$ 336,951.00	3-38-0037-064-2022		FIFOAP	184

4.95%	18,500.00	NO STATE GRANT AWARD YET			9296
Adding to 2024 grant application					

4.95%	18,521.00
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100.00%	373,972.00
\$	3,335.96

Estimated Costs:

\$	-	\$	-
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Engineer Costs
Engineer Construction Estimate
Engineer Miscellaneous Estimate
Engineer Contingency Estimate
Engineer Administration (only on SA)

\$	-	\$	-
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Date	Proline Expenses	SEH Expenses	Expenses	Expenses 45400	Total All Costs	Comments	Check Number	Federal Share	Invoice Number	Report Submitted Date	City Receipt	Date
12/31/2022					-	Project Entry to Move in City Share (2022 Budget)						
5/5/22				215.67	215.67	MDN, RFP for contractor	293144					
10/25/22	101,088.79				101,088.79	PR #1, includes retainage \$5,054.44	294009					
11/4/22					-	Setup PR #1		86,625.00	11384	11/29/2022	267077	2/24/2023
7/31/23	221,131.58				221,131.58	PR #2 Retainage \$11,056.58	297580					
7/18/23		40,970.00			40,970.00	Invoice #449198	297602					
9/14/23					-	Released retainage \$16,111.02	298097					
					-	Setup PR #2 only pays up to 90%		216,630.00	15771	9/26/2023	424542	10/2/2023
9/20/23		7,230.00			7,230.00	Invoice #453438	298437					
					-	Final draw request for closeout		30,317.00	17086			
					-							
					-							
					-							
					-							
					-							
Totals	322,220.37	48,200.00	-	215.67	370,636.04			333,572.00	18,531.78			



TO: Mayor Tom Ross
Members of the City Council

FROM: Emily Huettl, PE, Assistant City Engineer

DATE: April 1, 2024

SUBJECT: POTENTIAL SALE OF CITY LAND – NORTH MINOT ADDITION (4836)

I. RECOMMENDED ACTION

1. Approve the sale of the City owned land described as:
 - a. NORTH MINOT ADDITION EAST 33' OF NORTH 250' LOT 1 BLOCK 5
 - b. NORTH MINOT ADDITION LOT 1 LESS NORTH 250' BLOCK 5
2. Approve the terms of the Purchase Agreement.
3. Approve the Request for Bids.
4. Authorize the Mayor to sign the Purchase Agreement and any other documents to complete the bid/auction and transfer of this parcel of land to the highest bidder.
5. Approve the associated access and utility easements and authorize the mayor to sign.

II. DEPARTMENT CONTACT PERSONS

Lance Meyer, City Engineer	(701) 857-4100
Emily Huettl, Assistant City Engineer	(701) 857-4100
Nick Schmitz, Assistant City Attorney	(701) 857-4755
Jason Sorenson, Utilities Director	(701) 857-4140

III. DESCRIPTION

A. Background

The City of Minot currently owns several parcels south of 5th Ave NW, west of Broadway (see attached figure). The City was approached by an adjacent landowner who is interested in purchasing parcels in the area. City staff reviewed the parcels in the area and determined that the City has no current or future need or use for two of the parcels:

1. NORTH MINOT ADDITION EAST 33' OF NORTH 250' LOT 1 BLOCK 5
2. NORTH MINOT ADDITION LOT 1 LESS NORTH 250' BLOCK 5

Section 2-5.1 of the City's ordinance govern the sale, exchange, or donation of property by the City and provides:

"[t]he sale, exchange, or donation of city property, including the terms of such sale, exchange, or conditions on such donation, or the method of sale or exchange if the terms thereof have not been established, must be pre-approved or ratified by the city council if the property is real estate or the property has an estimated market value in excess of five thousand dollars (\$5,000.00). This section shall supersede any state law to the contrary pertaining to the same subject matter. Cash or its equivalent shall not be considered property under this section."

B. Proposed Project

The sale of this land would be through a publicly advertised bidding process. The terms of the sale are outlined in the attached Purchase Agreement.

Prior to issuing the Request for Bids, the City needs to encumber the parcels with utility easements. Currently, there are utilities running across the parcels without the benefit of easements but if the land is to transfer to private ownership, easements are needed to ensure continued access to the public utilities.

Additionally, if the land is purchased by someone who owns adjacent land, the City is requiring the Buyer to replat the land within one year of the date of closing. This will organize and clarify an area of confusing legal descriptions and boundaries.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

Selling this land will allow underutilized city property to return to the tax rolls.

B. Service/Delivery Impact:

Selling this land will have no negative impact on the City.

C. Fiscal Impact:

Staff suggests a minimum bid price of \$1,000 to recoup costs associated with the legal advertisement and other bid administration. Per the Purchase Agreement, the buyer will pay for all title work, abstract creation, and other closing costs so that the City incurs no costs from this sale. Depending on the bids received, the City would generate a small amount of income from this sale and from future property tax collections.

V. CITY COUNCIL ASPIRATIONS

Dynamic and Flourishing – the City is responding to a request from the community, one that appears to potentially be a win-win situation.

VI. ALTERNATIVES

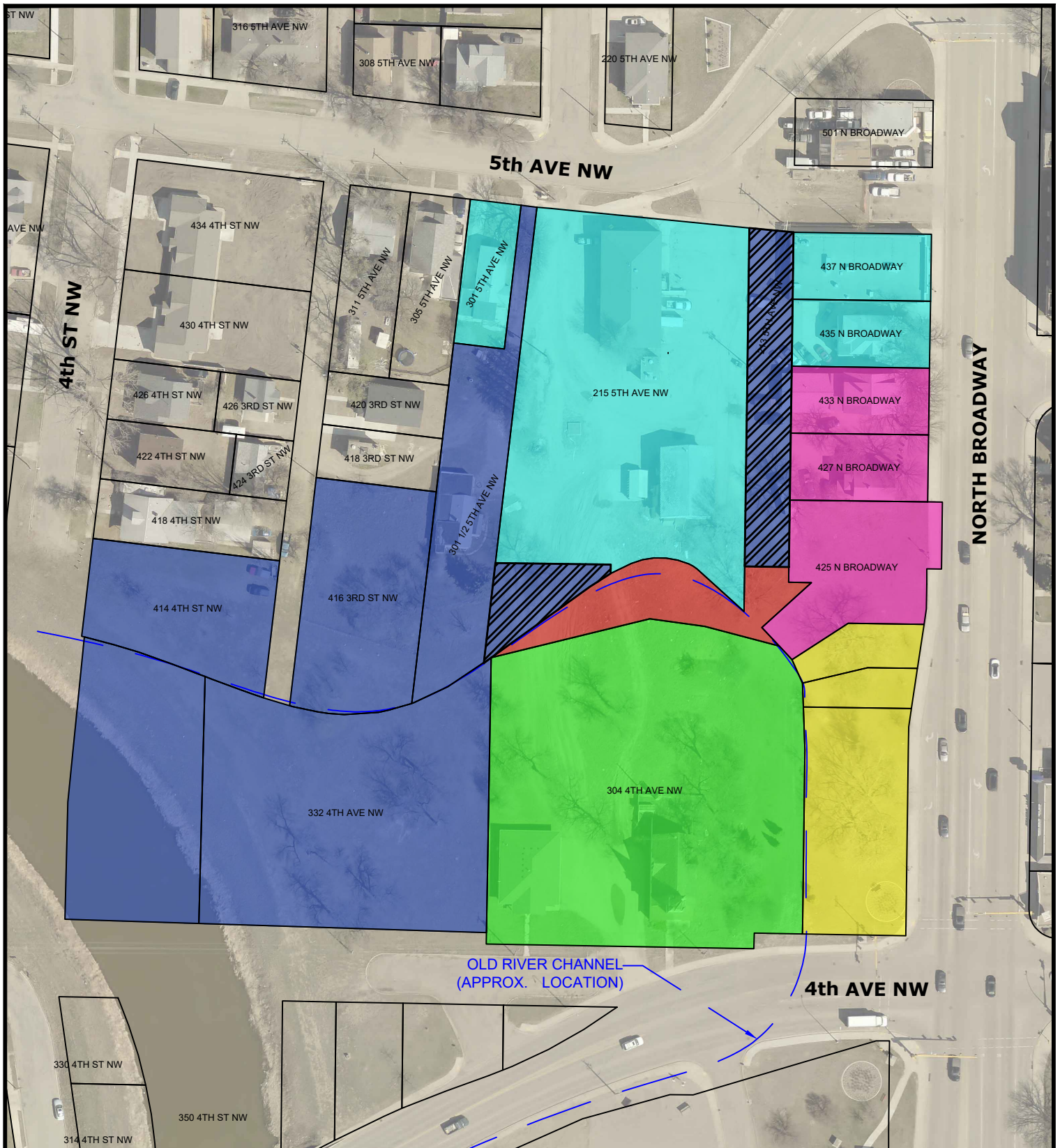
1. Council could choose not to sell the land.

VII. TIME CONSTRAINTS

Approving the sale in a timely manner would take advantage of the current interest in the land.

VIII. LIST OF ATTACHMENTS

1. Property Figure
2. Purchase Agreement
3. Request for Bids
4. Utility Easements



North Minot Addition Parcels Ownership

 5th Ave Investments, LLC	 City of Minot	 Proposed Sale
 Dakota Apple Partnership	 Mikkelson, Brock W & Taylor L	
 North Dakota DOT	 Undefined/Unknown	

The included dimensions, descriptions, measurements, boundaries and data contained in this document are included for general information only. No warranties or covenants are made or given by the City of Minot. Any user must confirm the accuracy of the same with official records and/or by survey.



City of Minot

BID FORM – North Minot Addition Land Sale

1) This Bid is submitted to the Seller:

City of Minot, North Dakota
PO Box 5006
Minot, ND 58702-5006

2) For the purchase of the following-described real property owned by the Seller:

NORTH MINOT ADDITION EAST 33' OF NORTH 250' LOT 1 BLOCK 5
And NORTH MINOT ADDITION LOT 1 LESS NORTH 250' BLOCK 5, hereinafter "Property"

3) The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into a Purchase Agreement with the Seller in accordance with the terms and conditions outlined in the Purchase Agreement and Quit Claim Deed attached hereto.

4) Bidder is aware that the Seller does not have an abstract of title for the property and the necessary title work to complete the sale and transfer of the Property will be at the cost of the Bidder, as indicated in the Purchase Agreement. The available deed information has been provided.

5) Basis of Bid

a) The Seller has set a minimum bid price of \$1,000.

b) The Bidder submits a written Bid of \$_____. [insert dollar amount]

c) If there are multiple Bidders, at the Bid opening the top five bidders will be given the opportunity to verbally raise their bids in a live auction.

6) The following documents are to be submitted within the Bid envelope and made a condition of this Bid:

a) Within the Bid envelope, the Bid Form and the Draft Purchase Agreement

b) In a separate envelope attached to the bid envelope, either 1) the entire bid amount or 2) a five (5) percent bidders bond. Cashier checks, bidder bond, or cash are acceptable.

7) The Bid envelope must be sealed and the face of the envelope shall be clearly marked "North Minot Addition Land Sale" with the name and phone number of Bidder.

BIDDER: _____ [Indicate correct name of bidding entity]

By: _____ [Signature]

_____ [Printed name]

Title: _____

Submittal Date: _____

Address for giving notices: _____

Telephone Number: _____

E-mail address: _____

REAL ESTATE PURCHASE AGREEMENT

THIS REAL ESTATE PURCHASE AGREEMENT (the “Agreement”) is entered into on the **Enter day** day of **Choose a month**, **Choose the year** (the “Effective Date”), by and between the **City of Minot, Ward County, North Dakota (the “Seller”)**, whose address is 10 3rd Ave SW (PO Box 5006), Minot, ND 58702, and the **_____ (the “Buyer”)** whose address is **_____**. Hereinafter, Buyer and Seller are referred to collectively as the “Parties.”

RECITALS

WHEREAS, Seller is the owner of real property (collectively referred to herein as the “Property”) described as:

Township 155 North, Range 83 West
NORTH MINOT ADDITION EAST 33' OF NORTH 250' LOT 1 BLOCK 5
And NORTH MINOT ADDITION LOT 1 LESS NORTH 250' BLOCK 5

lying and being in the County of Ward, State of North Dakota, and included in the Warranty Deed on file with the Ward County Recorder’s Office as Document No. 2882118, the Warranty Deed Record - 20806a on file with the Ward County Recorder’s Office as Document No. 106419, and the Warranty Deed on file with the Ward County Recorder’s Office as Document No. 577139, copies of which is attached hereto as Exhibit A, and described further as follows, on the map attached hereto as Exhibit B.

WHEREAS, Seller desires to sell the Property to Buyer, and Buyer desires to purchase the Property from Seller, pursuant to the terms and conditions contained in this agreement;

AGREEMENT

NOW, THEREFORE, in consideration of the promises and mutual agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by both Seller and Buyer, the Parties hereby agree as follows:

1. **Sale of Property.** Subject to the terms and provisions hereof, Seller agrees to sell to Buyer, and Buyer agrees to purchase from Seller, all of Seller's right, title and interest in and to the Property, on the terms and conditions set forth in this Agreement. The Property shall include, to the extent that Seller may legally transfer the same, all of the land described and/or shown in Exhibit B, attached hereto.
2. **Purchase Price.** The purchase price for the Property (the "Purchase Price") shall be _____ (\$_____). The Purchase Price shall be paid to Sellers by Buyer on the Closing Date (as defined below), plus or minus all adjustments or credits as set forth herein.
3. **Time and Place of Closing.** Buyer and Seller agree that the Closing shall take place on the _____ day of _____, _____ ("Closing Date"). Closing will be held at _____. Buyer and Seller further agree that time is of the essence.
 - a. **Closing Costs.** Except as otherwise provided herein, Buyer and Seller shall each pay their own legal fees related to this Agreement and the transaction contemplated herein. Buyer shall pay all other costs associated with Closing, including any costs to investigate the Property, such as the cost of any appraisals, architectural, engineering, credit, and environmental reports. Buyer shall reimburse Seller for any costs associated with recording the quitclaim deed at the Ward County Courthouse and updating the abstract of title, if any.
 - b. **Abstract of Title.** The Seller does not have an Abstract of Title to the Property. The Buyer is responsible for the cost of providing an updated abstract for the Property.
 - c. **Examination of Title.** The Buyer shall be responsible for conducting any examinations of title to the Property and pay any closing fees charged by the title company and title examination fees. If title to the Property is unmarketable or if there are easements, restrictive covenants, and mineral grants and reservations of record (or that will be of record prior to closing) not acceptable to Buyer as permitted encumbrances or if there are building zoning laws, ordinances or state and/or federal regulations that would hinder Buyer's intended use of the Property, the Buyer shall have 90 days in which to notify Seller about the unacceptable conditions in writing and provide the Seller with a reasonable opportunity to correct the title and make it

marketable and/or address Buyer's concerns as to the acceptability of easements, restrictive covenants, and mineral grants and reservations of record and building and zoning laws, ordinances and state and federal regulations. If the title to said Property cannot be made marketable or the concerns addressed to Buyer's satisfaction within said period of time or such further time as may be granted by the Buyer in writing, this contract shall be wholly void and unenforceable, and Buyer shall be refunded the Purchase Price within thirty (30) days of the Buyer's election to void this contract. Any election by the Buyer to void this contract due to title defects must be delivered to the Seller in writing and contain a clear explanation of the title defect.

- d. **Environmental.** Seller is not aware of any hazardous materials having been deposited or stored with the Property. If abatement of hazardous contaminants is warranted, in the discretion of the Buyer, the hazardous materials must be removed at the Buyer's expense. Buyer indemnifies the Seller for any liability arising from previous contamination of the Property.
4. **Closing and Possession.** Buyer shall be entitled to possession of the Property upon Closing. At the Closing, Seller will transfer ownership of the property to the Buyer by giving Buyer a duly executed quitclaim deed (the "Deed") acknowledged by Seller.
 - a. **Deed.** The quitclaim deed shall convey marketable title, subject to (A) local, state, and federal building and zoning laws, ordinances, regulations and restrictions relating to use or improvement of the Property; (B) any conditions, covenants, restrictions, limitations, terms, easements, and declarations of record; (C) taxes, general and/or special assessments or assessments for completed special improvements which have not been certified to the County Auditor for collection; (D) any reservations of any mineral rights; (E) utility and drainage easements; (F) covenants required by federal, state, or local authorities as a result of the acquisition of the property; and (G) any facts that a survey or personal inspection of the property will disclose.
 - b. **Mineral Reservation.** The quitclaim deed shall transfer only the surface estate of the Property to the Buyer, and the City shall specifically exclude and reserve unto itself any and all interest in and to all of the mineral rights of whatsoever nature or kind in, under, and that may be produced from the Property, including rights to any

oil, gas, gravel, clay, scoria, sulphur, and all other minerals whether similar or dissimilar, and including the rights to any oil royalties, gas royalties, overriding royalty interests, working interests, royalties in casinghead gas and all other royalties whatsoever. The City also reserves the right of ingress and egress to the Property for exploring for, drilling, mining, storing, and transporting any of the minerals reserved unto itself.

- c. **Prorations.** For purposes of calculating any prorations, Buyer shall be deemed to be in title to the Property, and therefore entitled to any income or expenses incurred therewith, for the entire day upon which the Closing occurs.
 - d. **Recorded Documents.** Buyer shall submit to the Ward County Recorder's Office the Deed and any other document to be recorded under the terms of this Agreement immediately upon receipt, or as soon as is practicable. After the documents are recorded, Buyer will ensure Seller receives copies of the recorded documents. Buyer agrees it will cover the cost to record the Deed and any other document to be recorded under the terms of this Agreement.
5. **Risk of Loss.** As the property is vacant land, it is highly unlikely that there will be substantial loss or damage to the Property between the date hereof and the Closing Date. However, if the Property should be destroyed or substantially damaged before the Closing Date by fire, vandalism, flood, hail, wind, earthquake, or other act of *force majeure*, this Purchase Agreement shall become null and void, at the Buyer's option.
6. **Personal Property and Fixtures.** The property is vacant land and there are no improvements or fixtures included.
7. **Physical Condition of the Property.** This property is being sold "as is" except as may be expressly represented herein, in the exhibits attached hereto and in the documents to be executed and delivered by Seller to Buyer at Closing. Seller does not make any claims or promises about the condition or value of any property included in this sale. Buyer makes this offer in full reliance upon his own independent investigation and judgment. There are no verbal agreements, which modify or affect this offer. The acceptance of a quit claim deed by Buyer shall be deemed to be the full performance of every obligation of the part of Seller. Seller shall make the Property available for all inspections and tests upon reasonable notice by Buyer.

- a. **Final Walk Through.** Seller grants Buyer and any representative of Buyer reasonable access to conduct a final walk through of the Property for the purpose of determining that the Property is in substantially the same condition as the date this Agreement was signed.
 - b. **Square Footage and/or Acreage.** Buyer is aware that any reference to the square footage and/or acreage of the Property is approximately, and if square footage and/or acreage is a material matter for the Buyer, it must be verified by the Buyer.
8. **Repair Limitation.** Seller is not obligated to and shall not make any improvements or repairs to the property prior to or after sale and transfer of title.
9. **Condition and Use of Property.** Seller makes no representation as to the condition of the property or that the premises comply with local, county, state, or federal ordinances and statutes.
10. **Property Lines.** The Seller does not have a survey for this property and makes no representation that all improvements are within its boundary lines or that no improvements on adjoining properties extend across the boundary lines of this property.
11. **Ownership.** The Seller agrees to transfer and the Buyer agrees to accept ownership of the property free of all claims and right of others.
12. **Taxes.** Seller shall pay real estate taxes on the Property up to the Closing Date and all unpaid taxes for prior years. Buyer shall be deemed to be in title to the Property for the entire Closing Date and shall be responsible for all real estate taxes on the Property on and after the Closing Date. Seller makes no representations concerning the amount of subsequent real estate taxes, which have not been certified for collection.
13. **Special Assessments.** The Seller shall pay the annual installment for any unpaid assessments against the property for work completed up to the Closing Date. Buyer assume on the Closing Date, the balance of any special assessments as of the Closing Date. shall be solely responsible for all annual installment payments on special assessments for work completed on or after the Closing Date. Seller makes no representations concerning the amount of subsequent special assessments, including but not limited to assessments for completed special improvements, which have not been certified for collection.
14. **Possession.** Buyer shall receive possession at Closing.

15. **Replatting.** If the Buyer owns other land adjacent to the Property, the Buyer shall be required to replatt all land within one year of the date of Closing.

TERMINATION AND DEFAULT

16. **Buyer Default.** If the sale contemplated by this Agreement is not consummated because of a default by Buyer in its obligation to purchase the Property in accordance with the terms of this Agreement after the Seller has performed all of its material obligations in accordance with this Agreement, then this Agreement shall terminate and Seller and Buyer shall have no further obligation to each other except those which survive termination of this Agreement.
17. **Seller Default.** If prior to Closing, Seller fails to perform any of its obligations or is otherwise in default hereunder, Buyer shall have the right to waive such failure and proceed to Closing with no reduction in Purchase Price, or terminate this Agreement by delivering a notice of termination to Seller.

MISCELLANEOUS

18. **Complete and Entire Agreement.** This Agreement and any Addenda or Amendments signed by the Parties, is the entire and only agreement between the Parties with respect to the sale and purchase of the Property. All Exhibits attached hereto are considered a part of this Agreement and are incorporated herein by reference. This Agreement supersedes, replaces, and cancels any previous agreements between Buyer and Seller with respect to the sale and purchase of the Property. This Agreement may be amended or modified only by an agreement in writing signed by both Buyer and Seller.
19. **Binding on Successors and Assigns.** This contract is binding upon Buyer and Seller and all their heirs, successors and assigns.
20. **Waiver.** The excuse or waiver of the performance by a party of any obligation of the other party under this Agreement shall only be effective if evidenced by a written statement signed by the party so excusing or waiving. No delay in exercising any right or remedy shall constitute a waiver thereof, and no waiver by Seller or Buyer of the breach of any term of this Agreement shall be construed as a waiver of any preceding or succeeding breach of the same or any other covenant or condition of this Agreement.

21. **Governing Law and Venue.** The Parties agree that this Agreement shall be governed by and construed under the laws of the State of North Dakota, and that any legal action to enforce, interpret, or otherwise shall be filed in a District Court located in Ward County, North Dakota.
- a. **Attorneys' Fees.** In the event of a judicial or administrative proceeding or action by one party against the other party with respect to the interpretation or enforcement of this Agreement, the prevailing party shall be entitled to recover reasonable costs and expenses including, without limitation, reasonable attorneys' fees and expenses, whether at the investigative, pretrial, trial, or appellate level. The prevailing party shall be determined by the Court based upon an assessment of which party's major arguments or position prevailed.
22. **Calculating Time.** If the time for performance of any obligation hereunder expires on typical Business Day, the time for performance shall be extended to the next Business Day. For purposes of this Agreement, a "Business Day" shall be defined as any time from 8:00 a.m. through 4:30 p.m. on a Monday, Tuesday, Wednesday, Thursday, or Friday, excluding Federally recognized holidays or days closed due to events or effects that can neither be anticipated nor controlled such as floods, earthquakes, riots, strikes, or other acts of *force majeure*. Any reference to "day" or "Days" in this Agreement shall be construed as Business Days.
23. **Counterparts and Signatures.** This Agreement may be executed in any number of counterparts and it shall be sufficient that the signature of each party appear on one or more such counterparts. All counterparts shall collectively constitute a single agreement. Signatures transmitted by e-mail or facsimile shall be treated as original signatures for all purposes of this Agreement.
24. **Survival.** The obligations and covenants of this Purchase Agreement shall survive the closing of the sale and any transfer of title to the property to the Buyer.
25. **Notices.** All notices under this contract must be in writing. The notices must be delivered personally or by certified mail, return receipt requested to the other party at the address written in this contract. Service of any notices to a party's attorney shall be deemed as notice to the party.

26. **Modification of Agreement.** No modification of this Agreement, including all amendments and waivers, shall be deemed effective unless in writing and signed by the party against whom enforcement is sought and specifying with particularity the extent and nature of such modification. Any waiver by either Party of any default shall not affect or impair any right arising from any subsequent default. Except as expressly and specifically stated otherwise in this agreement, nothing herein shall limit the remedies and rights of the Parties to this Agreement.
27. **Further Instruments.** Each Party agrees that it will promptly execute any and all further instruments reasonably requested or appropriate to evidence or give effect to the provisions of this Agreement and which are consistent with the provisions of this Agreement.
28. **Assignability.** This agreement shall not be assignable by the Buyer without the Seller's written consent.
29. **Descriptive Headings; Word Meaning.** The descriptive headings of the paragraphs of this Agreement are inserted for convenience only and shall not control or affect the meaning or construction of any provisions of this Agreement.
30. **Severability.** The Parties hereto intend and believe that each provision in this Agreement comports with all applicable local, state and federal laws and judicial decisions. However, if any provision in this Agreement is found by a court of law to be in violation of any applicable local, state or federal law, statute, ordinance, administrative or judicial decision, or public policy, or if in any other respect such a court declares such provision to be illegal, invalid, unlawful, void or unenforceable as written, then it is the intent of all parties hereto that, consistent with and with a view towards preserving the economic and legal arrangements among the parties hereto as expressed in this Agreement, such provision shall be given force and effect to the fullest extent possible, and that the remainder of this Agreement shall be construed as if such illegal, invalid, unlawful, void or unenforceable provision were not contained herein, and that the rights, obligations, and interests of the parties under the remainder of this Agreement shall continue in full force and effect.

IN WITNESS WHEREOF, the Parties hereto hereby execute this Agreement on the date first written above, and the Buyer hereby agrees to purchase the Property described in this Agreement from the Seller pursuant to the terms and conditions set forth herein.

_____(BUYER):

By:_____ Date:_____

Title:_____

CITY OF MINOT (SELLER):

By:_____ Date:_____

Title:_____

ATTEST:_____ Date:_____

Title:_____

City of Minot Request for Sealed Bids

The City of Minot, North Dakota is requesting sealed bids for the sale of City owned land legally described as: Township 155 North, Range 83 West NORTH MINOT ADDITION EAST 33' OF NORTH 250' LOT 1 BLOCK 5 And NORTH MINOT ADDITION LOT 1 LESS NORTH 250' BLOCK 5

The address of the land is 213 5th Ave NW, Minot ND 58703 and unassigned.

Each bid must include either 1) the entire bid amount or 2) a five (5) percent bidders bond, in a separate envelope attached to the bid envelope. Cashier checks, bidders bond, or cash are acceptable. Any outstanding balance must be paid within five (5) days of highest bid award.

All envelopes must be sealed and the face of the envelope shall be clearly marked "North Minot Addition Land Sale" with the name and phone number of bidder. All bids must be submitted as follows:

Attn: City Clerk
City of Minot
P.O. Box 5006
Minot, ND 58702

Or hand delivered to: 10 3rd Ave SW
City Clerk – Third Floor
Minot, ND 58701

Bids will be opened on April 30, 2024 at 11:00 a.m. in the City Council Chambers at City Hall (10 3rd Ave SW, Minot, North Dakota). Any bids received after the deadline will be returned unopened.

If multiple Bids are received, at the Bid opening the top five bidders will be given the opportunity to verbally raise their bids in a live auction.

The City of Minot reserves, to itself, the right to reject any or all bids for any or no reason.

For a Bid Form and other documents necessary to submit a bid, please contact engineer@minotnd.gov or 857-4100.

Run ad April 5, 12, 19

ACCESS AND UTILITY EASEMENT

THIS INDENTURE, made this ____ day of _____, 2024, by and between City of Minot, North Dakota, party of the First part, and the City of Minot, a municipal corporation, of Minot, North Dakota, party of the Second part, WITNESSETH:

WHEREAS, the first parties are the legal owners of the real estate hereinafter described and desire to grant to the City of Minot, its successors and assigns, a 25 foot access and utility easement over and across the following described property:

The West 25 feet of the East 33 feet of North 250 feet Lot 1, Block 5, North Minot Addition to the City of Minot, North Dakota.

The City of Minot, its successors and assigns, shall fully use and enjoy the aforesaid described premises for the purposes hereinabove specified and to have and to hold said easement rights forever. Any work in said easement by the City, its successors and assigns shall be done followed by a reasonable effort to restore said easement to its original surfacing, except the replacement of removed trees, and natural growth.

IN WITNESS WHEREOF, the said parties of the first part have caused these presents to be executed the day and year first above written,

Thomas Ross, Mayor of the City of Minot

STATE OF NORTH DAKOTA
COUNTY OF WARD

On this ____ day of _____, 20____, before me, a Notary Public in and for said County and State personally appeared _____ known to me as the person described in and who executed the within instrument and who acknowledged to me that he (she) (they) executed the same.

Notary Public
My Commission Expires: _____

(SEAL)

STORM SEWER EASEMENT

THIS INDENTURE, made this ____ day of _____, 2024, by and between City of Minot, North Dakota, party of the First part, and the City of Minot, a municipal corporation, of Minot, North Dakota, party of the Second part, WITNESSETH:

WHEREAS, the first parties are the legal owners of the real estate hereinafter described and desire to grant to the City of Minot, its successors and assigns, a permanent easement for a storm sewer line over and across the following described property:

This easement is for ten (10) feet on each side of the centerline of the storm sewer line as constructed, either existing or hereafter constructed, on Lot 1 Less 250 feet Block 5, North Minot Addition to the City of Minot, North Dakota.

The City of Minot, its successors and assigns, shall fully use and enjoy the aforesaid described premises for the purposes hereinabove specified and to have and to hold said easement rights forever. Any work in said easement by the City, its successors and assigns shall be done followed by a reasonable effort to restore said easement to its original surfacing, except the replacement of removed trees, and natural growth.

IN WITNESS WHEREOF, the said parties of the first part have caused these presents to be executed the day and year first above written,

Thomas Ross, Mayor of the City of Minot

STATE OF NORTH DAKOTA
COUNTY OF WARD

On this ____ day of _____, 20____, before me, a Notary Public in and for said County and State personally appeared _____ known to me as the person described in and who executed the within instrument and who acknowledged to me that he (she) (they) executed the same.

Notary Public
My Commission Expires: _____

(SEAL)



TO: Mayor Thomas Ross
Members of the City Council

FROM: Stephen Joersz, PE, PTOE, Traffic Engineer

DATE: April 1, 2024

SUBJECT: TRAFFIC CONTROL YIELD TO STOP CONVERSIONS

I. RECOMMENDED ACTION

1. It is recommended that Council pass an ordinance on modifying the following approaches from Yield control to Stop control at the corresponding intersecting roadway:

APPROACHING STREET

17th Street NW
17th Street NW
18th Street W
18th Street NW
18th Street NW
19th Street W
19th Street NW
19th Street NW
20th Street W
21st Street W
21st Street NW
21st Street NW
22nd Street W
22nd Street NW
22nd Street NW
22nd Street SW
23rd Street W
23rd Street NW
24th Street W
24th Street NW
25th Street W
27th Street W
2nd Avenue NW
5th Avenue NW
Northwest Avenue
Northwest Avenue
University Avenue

AT ITS INTERSECTION WITH

5th Avenue NW
University Avenue
W Central Avenue
2nd Avenue NW
5th Avenue NW
W Central Avenue
5th Avenue NW
7th Avenue NW
W Central Avenue
W Central Avenue
5th Avenue NW
7th Avenue NW
W Central Avenue
2nd Avenue NW
5th Avenue NW
5th Avenue SW
W Central Avenue
2nd Avenue NW
W Central Avenue
2nd Avenue NW
W Central Avenue
W Central Avenue
25th Street NW
21st Street NW
Harrison Drive
19th Street NW
18th Street NW

II. DEPARTMENT CONTACT PERSONS

Lance Meyer, City Engineer
Stephen Joersz, Traffic Engineer

857-4100
857-4100

III. DESCRIPTION

A. Background

As part of the yearly sign region replacement program, the Engineering Department staff reviewed the yield-controlled intersections within the region on compliance with the City of Minot ordinance 28-21. Additionally, several intersections will be impacted by 2024 watermain replacement projects. Those intersections were included in the recommended yield-to-stop conversion as well.

The City of Minot Ordinance 28-21 references AASHTO's guidelines for intersection sight triangles and is integral part on determining if conditions for an intersection can be uncontrolled, yield controlled or stop controlled. Often in an urban setting, the approach sight distance required for viewing crossing-street traffic is inadequate due to houses within the sight triangle.

Each intersection listed in the council memo was reviewed independently and has a yield vs stop control graphic depicted in Attachment A.

B. Proposed Project

N/a

C. Consultant Selection

N/a

IV. IMPACT:

A. Strategic Impact:

A safer and more visible intersection for general traffic.

B. Service/Delivery Impact:

N/a

C. Fiscal Impact:

For those signs that are a part of the 2024 region sign replacement. The stop signs will come out of the Traffic Department's inventory and the Traffic Department will perform the installation. For those signs that are a part of the 2024 watermain projects, those signs and costs will be included in those projects.

Project Costs

Traffic Department's budgeted funds

V. CITY COUNCIL ASPIRATIONS

Safe and Welcoming

VI. ALTERNATIVES

1. City Council could choose not to pass the ordinance in-part or in-whole. This has the potential to still have view obstructions at intersections. Which would be a safety concern.
2. Council could elect to modify intersections to all-way stop control. Staff does not recommend this alternative as the implementation of traffic control should be based on engineering judgement/study. Studies have shown that the implementation of unwarranted stop signs have the potential to increase vehicle speeds, increase vehicle noise, reduce vehicle stop compliance and provide a false sense of security for pedestrians.

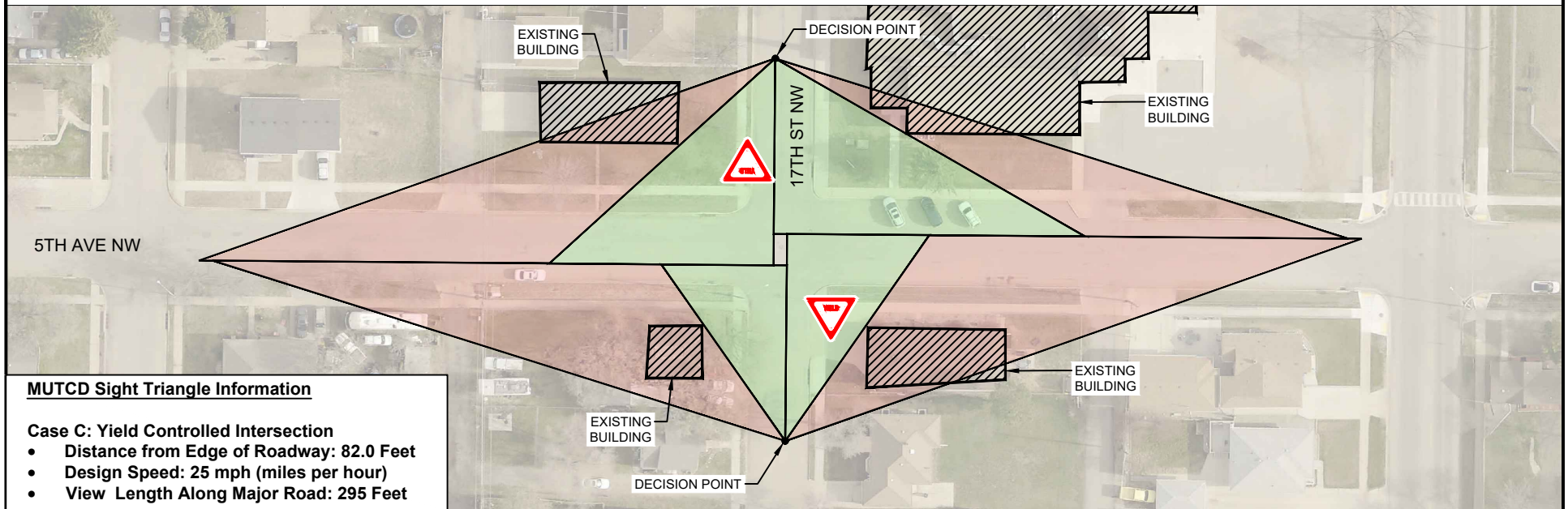
V. TIME CONSTRAINTS

N/a

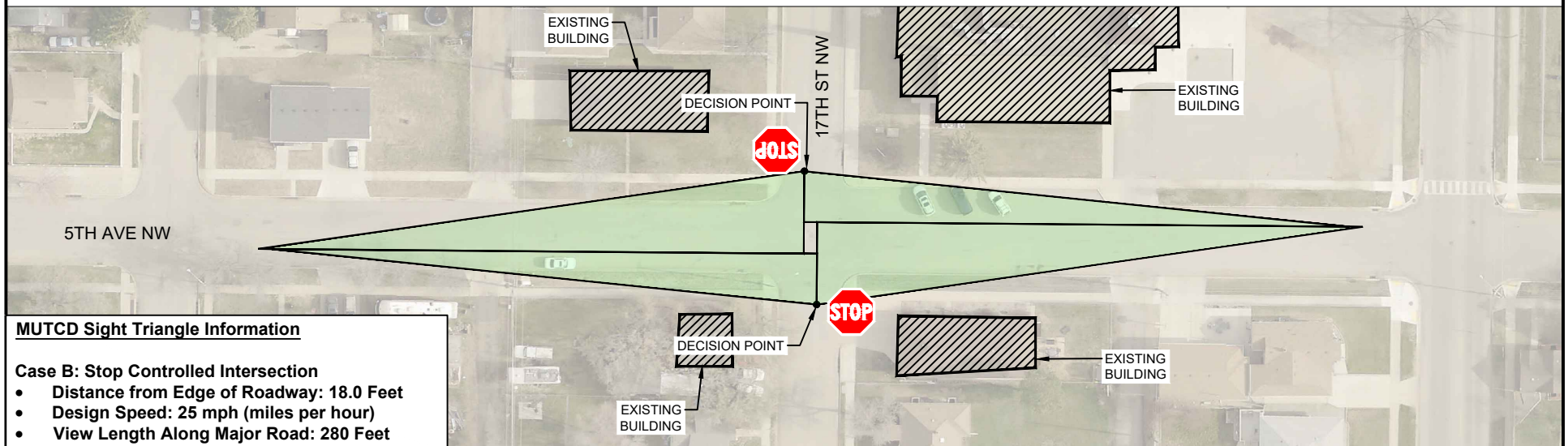
VI. LIST OF ATTACHMENTS

- A. Sight Triangle Graphics
- B. Proposed Ordinance

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

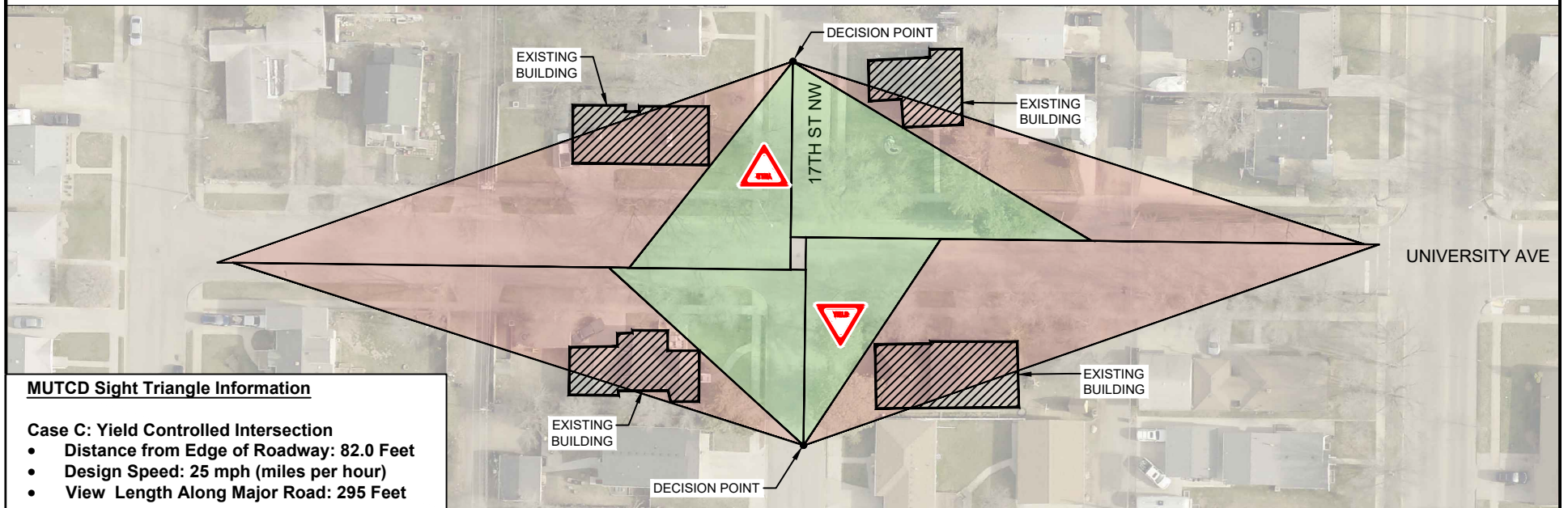
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

17TH ST NW @ 5TH AVE NW

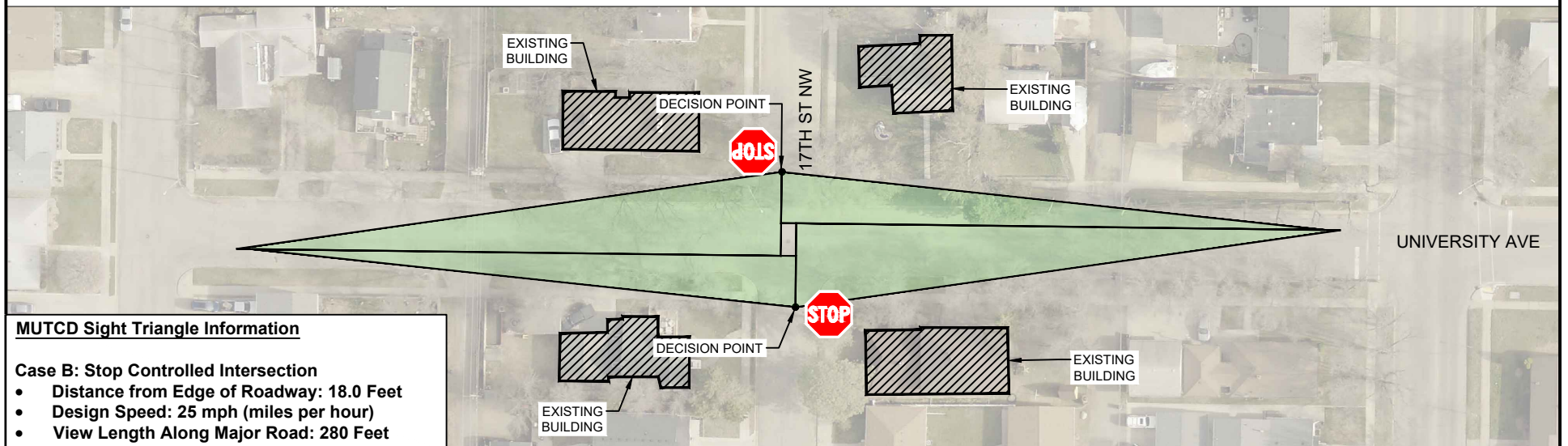
DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

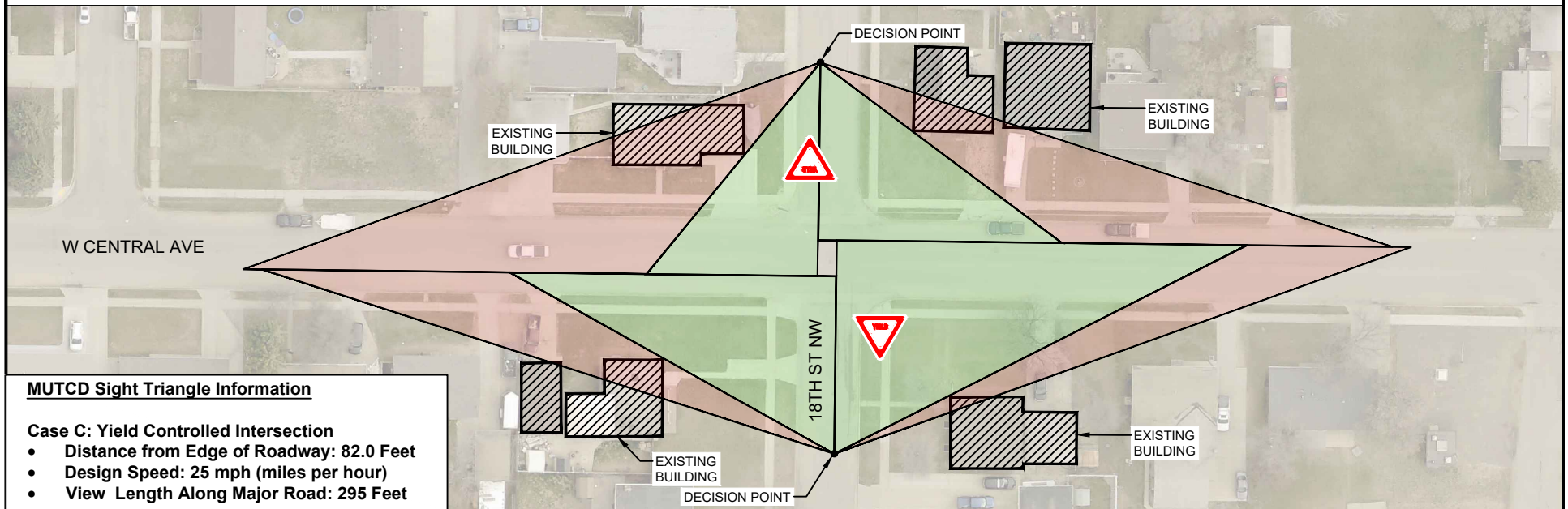
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

17TH ST NW @ UNIVERSITY AVE

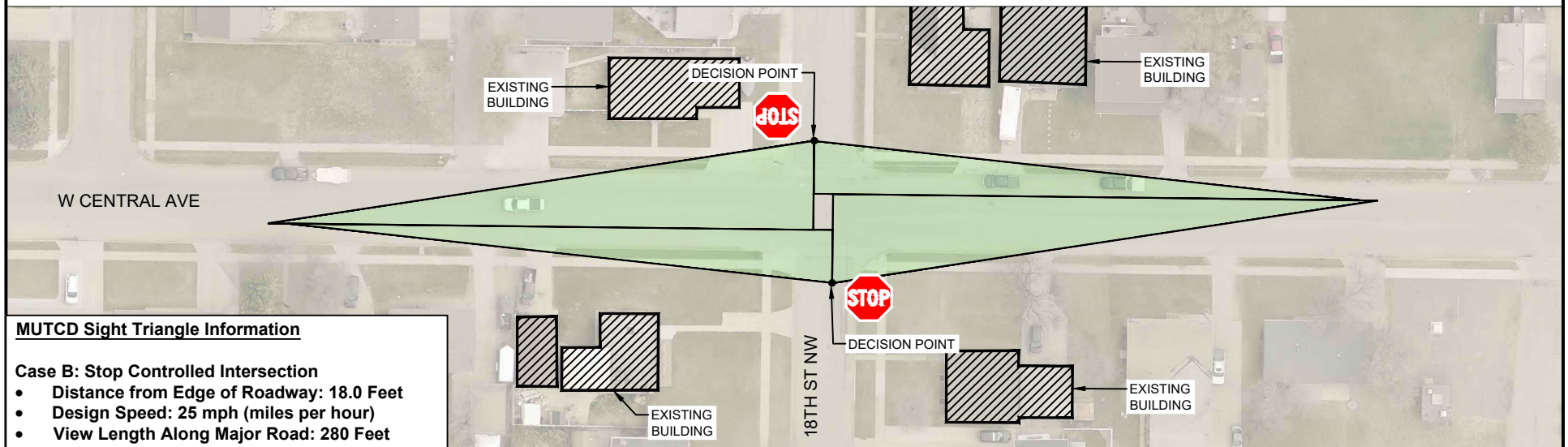
DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

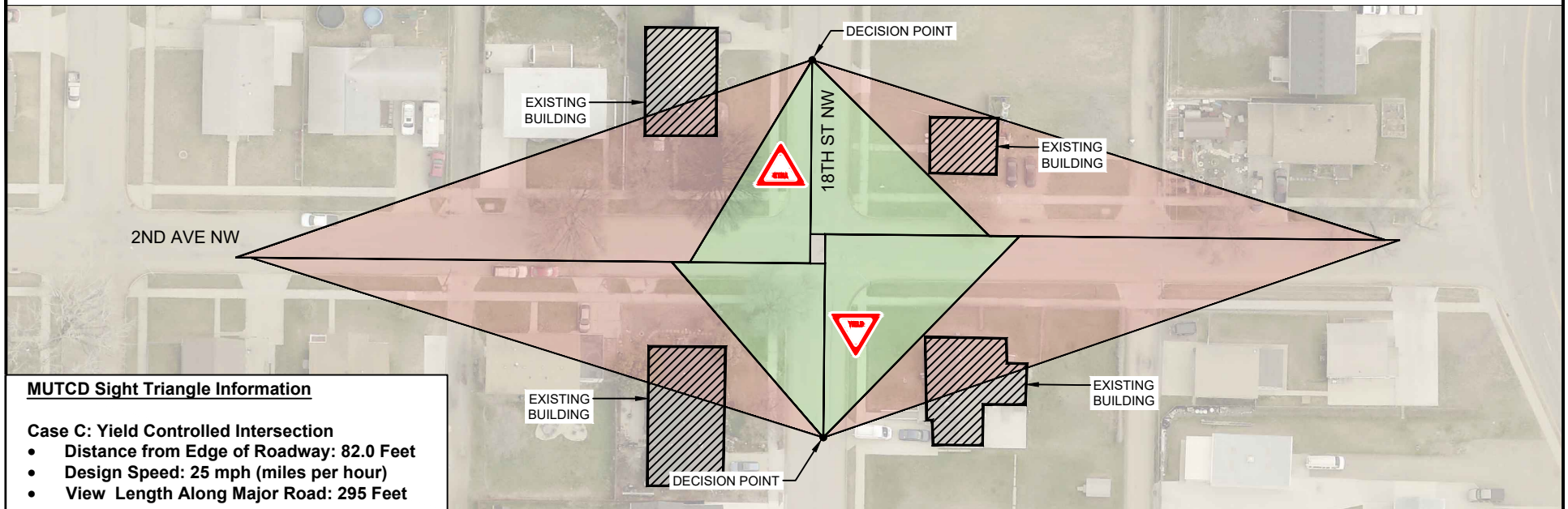
DEPARTURE SIGHT TRIANGLE FOR YIELD AND STOP CONDITIONS

18TH ST NW @ W CENTRAL AVE

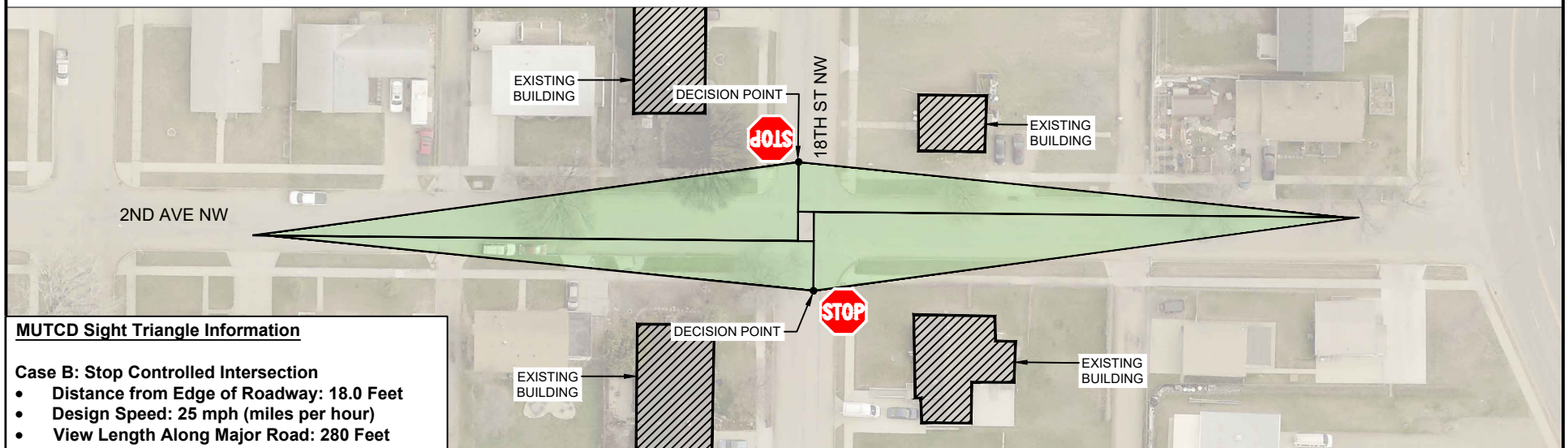
DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

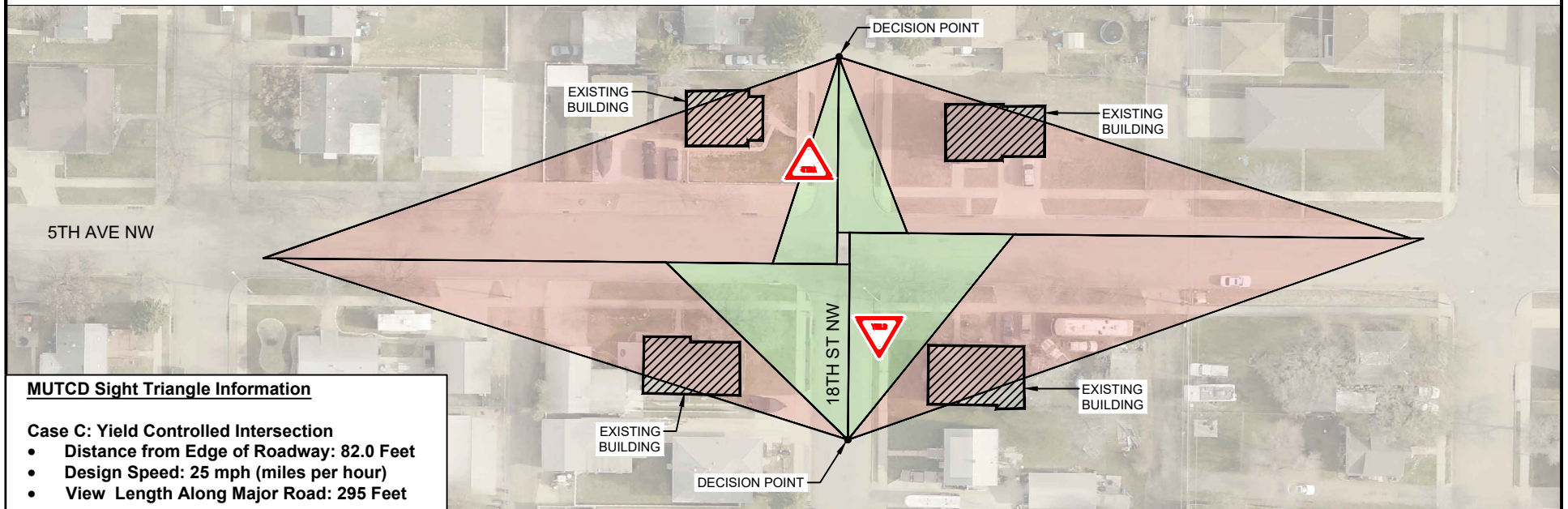
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

18TH ST NW @ 2ND AVE NW

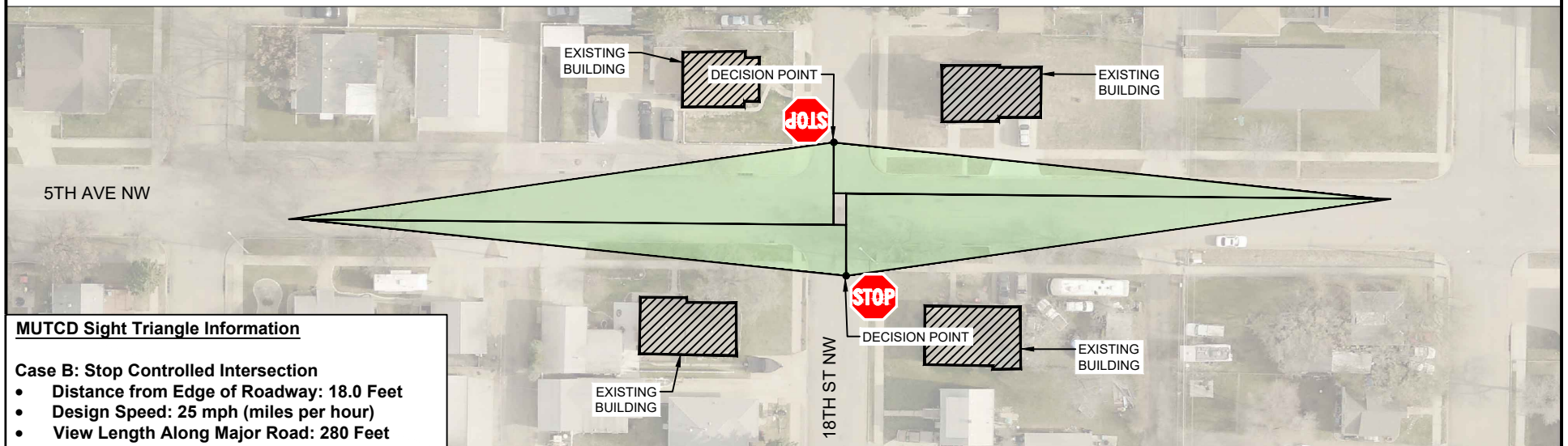
DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

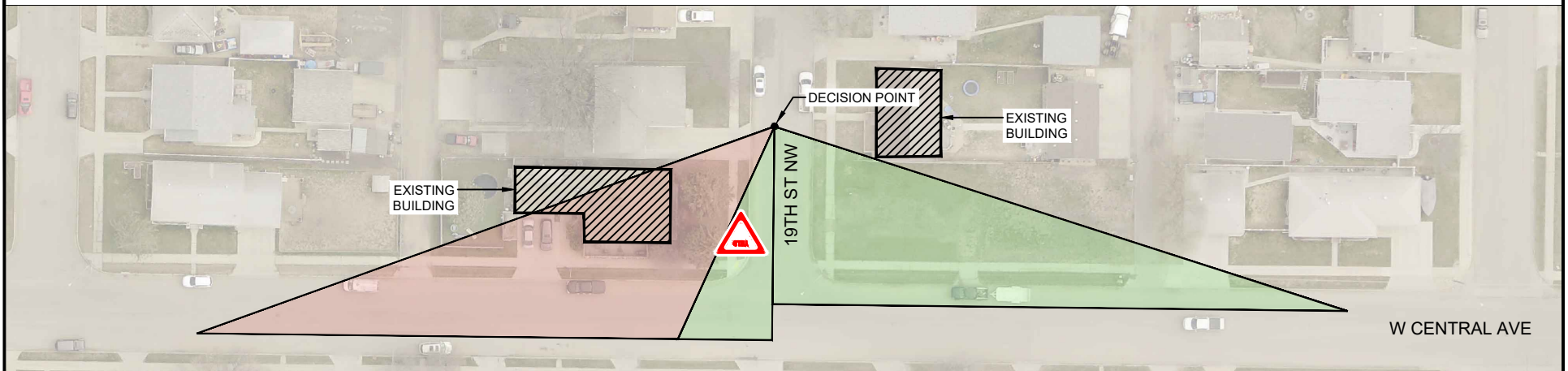
DEPARTURE SIGHT TRIANGLE FOR YIELD AND STOP CONDITIONS

18TH ST NW @ 5TH AVE NW

DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL

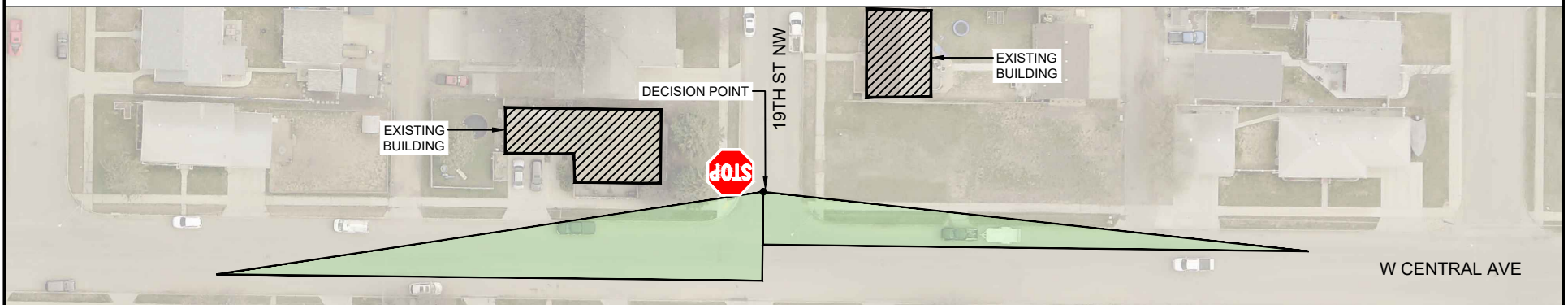


MUTCD Sight Triangle Information

Case C: Yield Controlled Intersection

- Distance from Edge of Roadway: 82.0 Feet
- Design Speed: 25 mph (miles per hour)
- View Length Along Major Road: 295 Feet

CONDITION: DEPARTURE STOP CONTROL



MUTCD Sight Triangle Information

Case B: Stop Controlled Intersection

- Distance from Edge of Roadway: 18.0 Feet
- Design Speed: 25 mph (miles per hour)
- View Length Along Major Road: 280 Feet



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

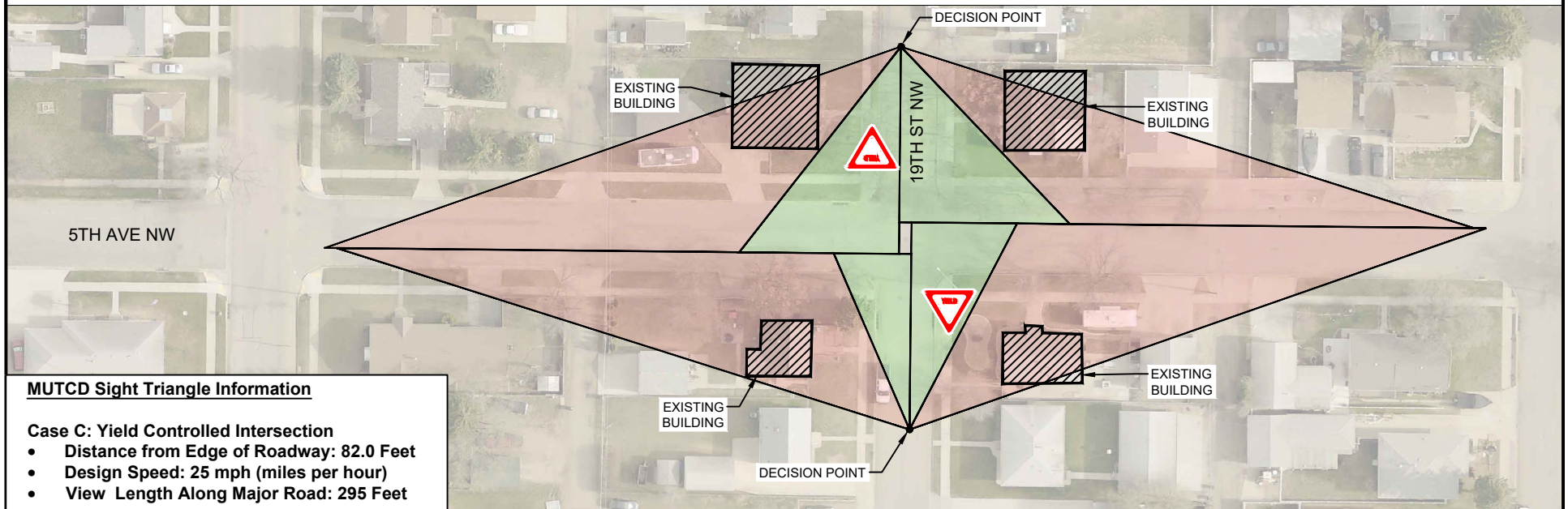
DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS

19TH ST NW @ W CENTRAL AVE

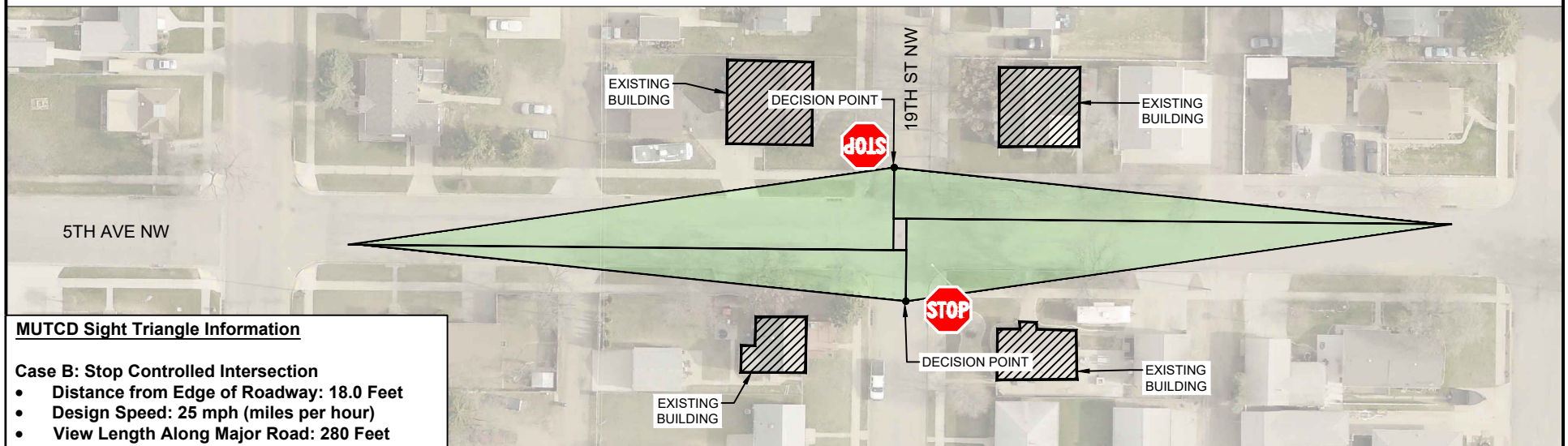
DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

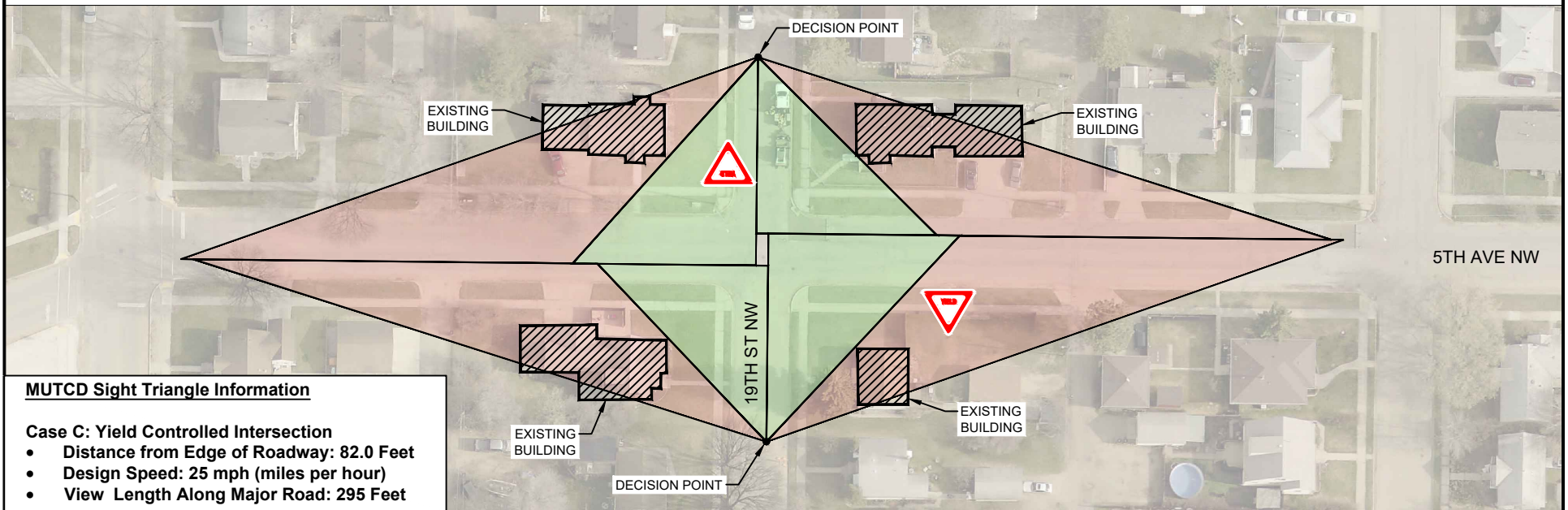
DEPARTURE SIGHT TRIANGLE FOR YIELD AND STOP CONDITIONS

19TH ST NW @ 5TH AVE NW

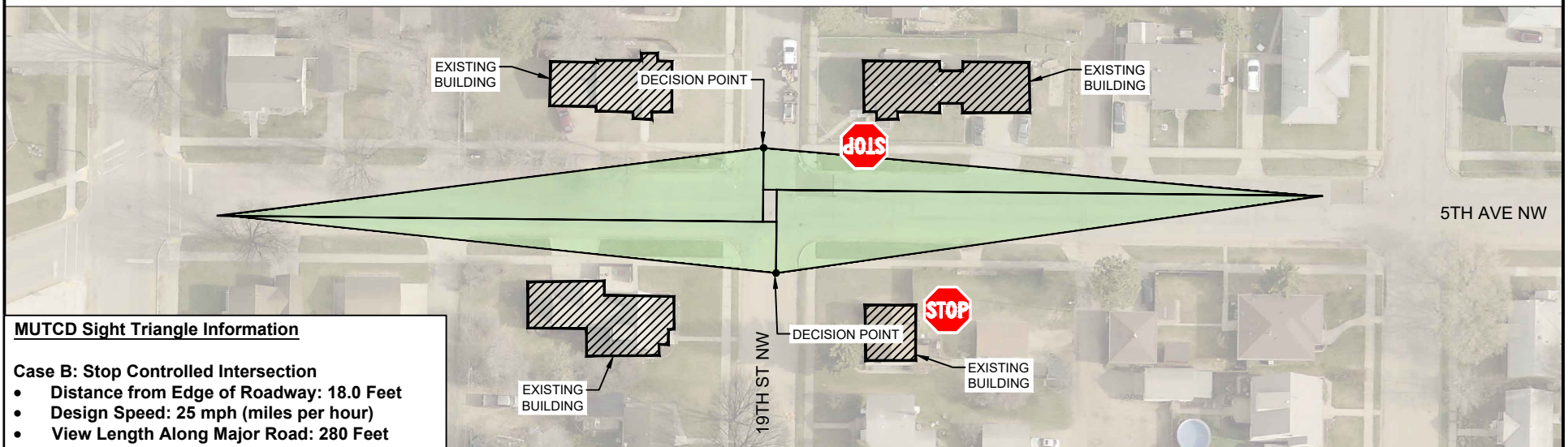
DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

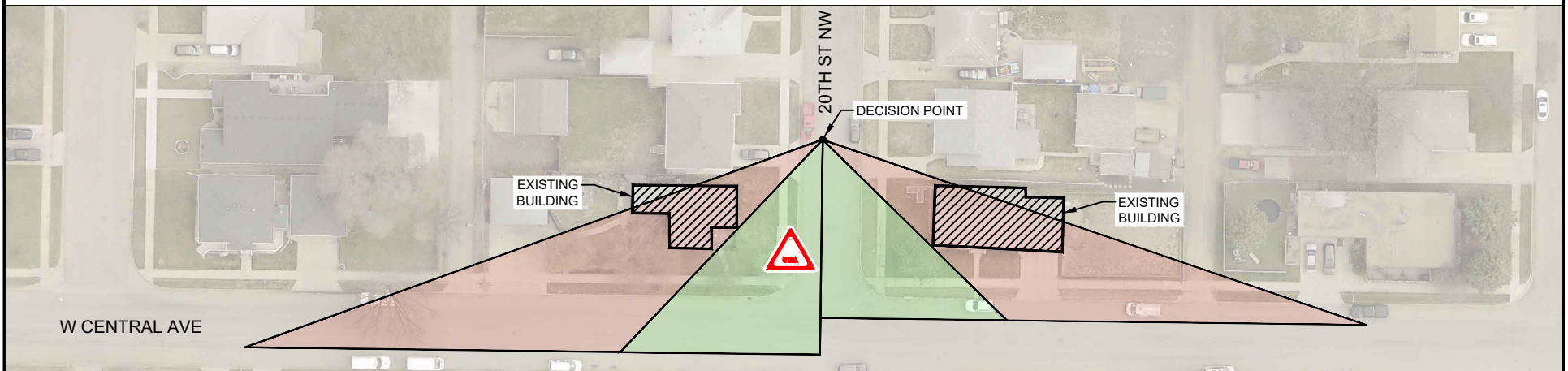
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

19TH ST NW @ 7TH AVE NW

DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL

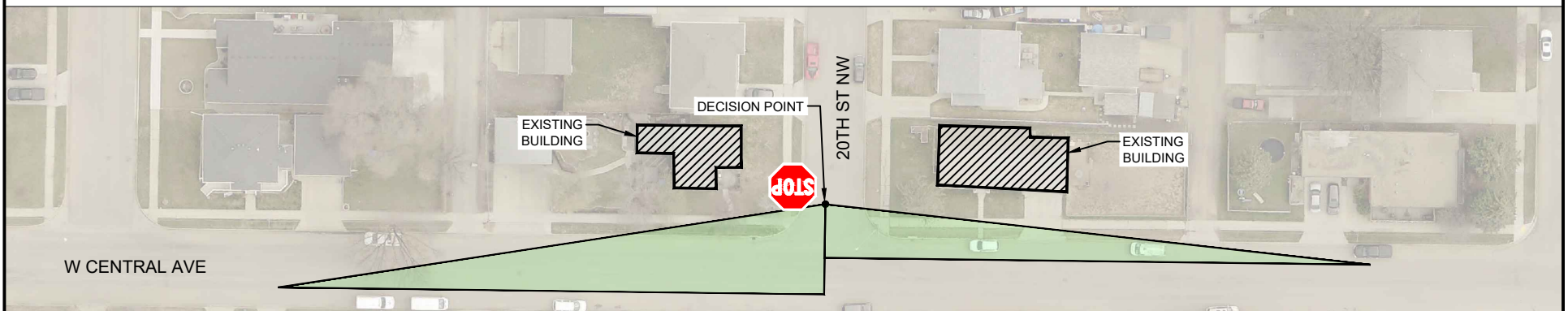


MUTCD Sight Triangle Information

Case C: Yield Controlled Intersection

- Distance from Edge of Roadway: 82.0 Feet
- Design Speed: 25 mph (miles per hour)
- View Length Along Major Road: 295 Feet

CONDITION: DEPARTURE STOP CONTROL



MUTCD Sight Triangle Information

Case B: Stop Controlled Intersection

- Distance from Edge of Roadway: 18.0 Feet
- Design Speed: 25 mph (miles per hour)
- View Length Along Major Road: 280 Feet



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

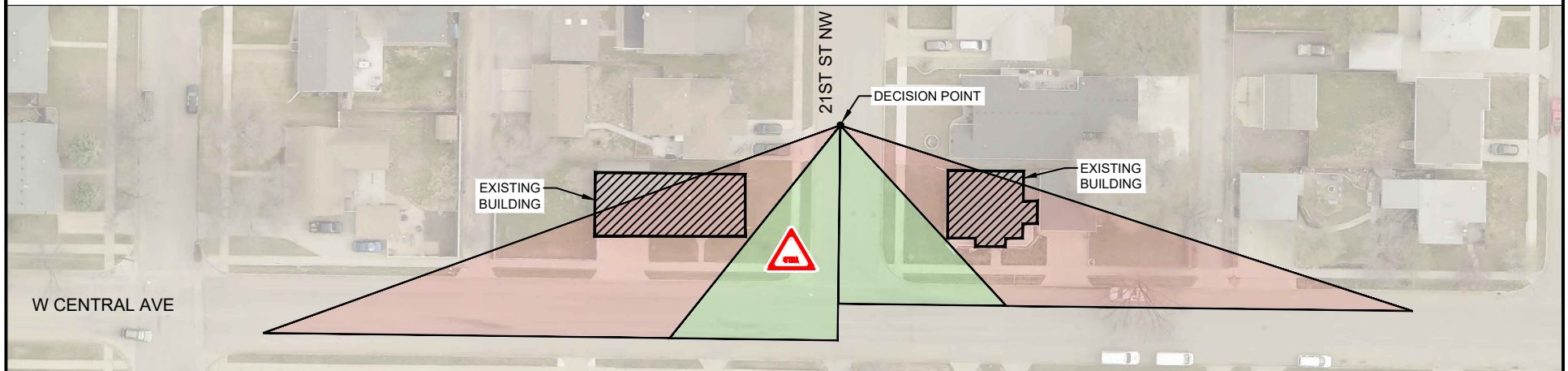
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

20TH ST NW @ W CENTRAL AVE

DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL

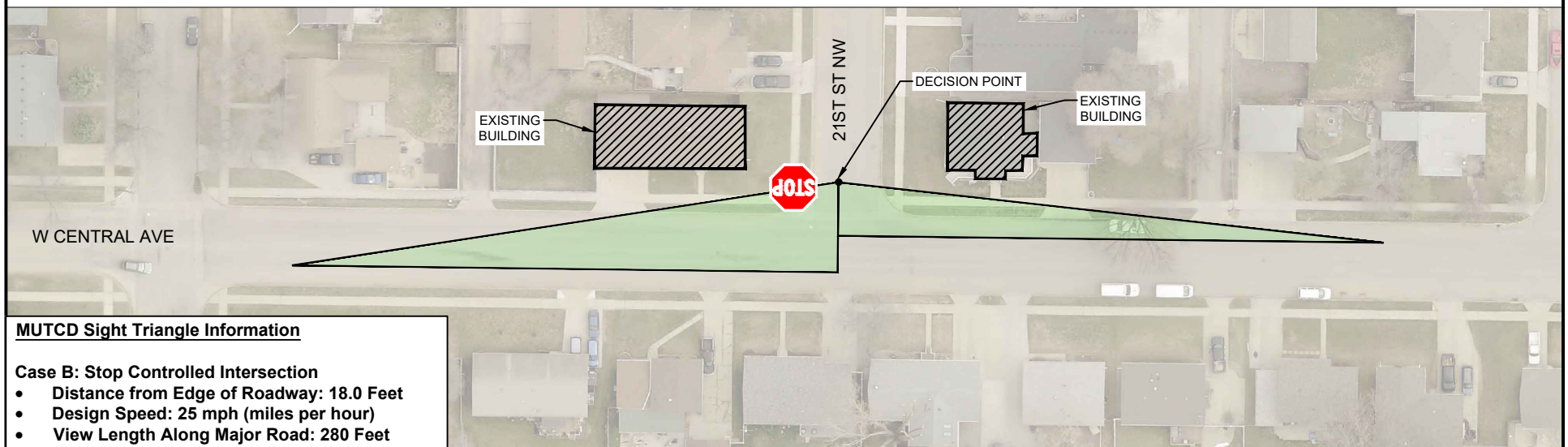


MUTCD Sight Triangle Information

Case C: Yield Controlled Intersection

- Distance from Edge of Roadway: 82.0 Feet
- Design Speed: 25 mph (miles per hour)
- View Length Along Major Road: 295 Feet

CONDITION: DEPARTURE STOP CONTROL



MUTCD Sight Triangle Information

Case B: Stop Controlled Intersection

- Distance from Edge of Roadway: 18.0 Feet
- Design Speed: 25 mph (miles per hour)
- View Length Along Major Road: 280 Feet



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

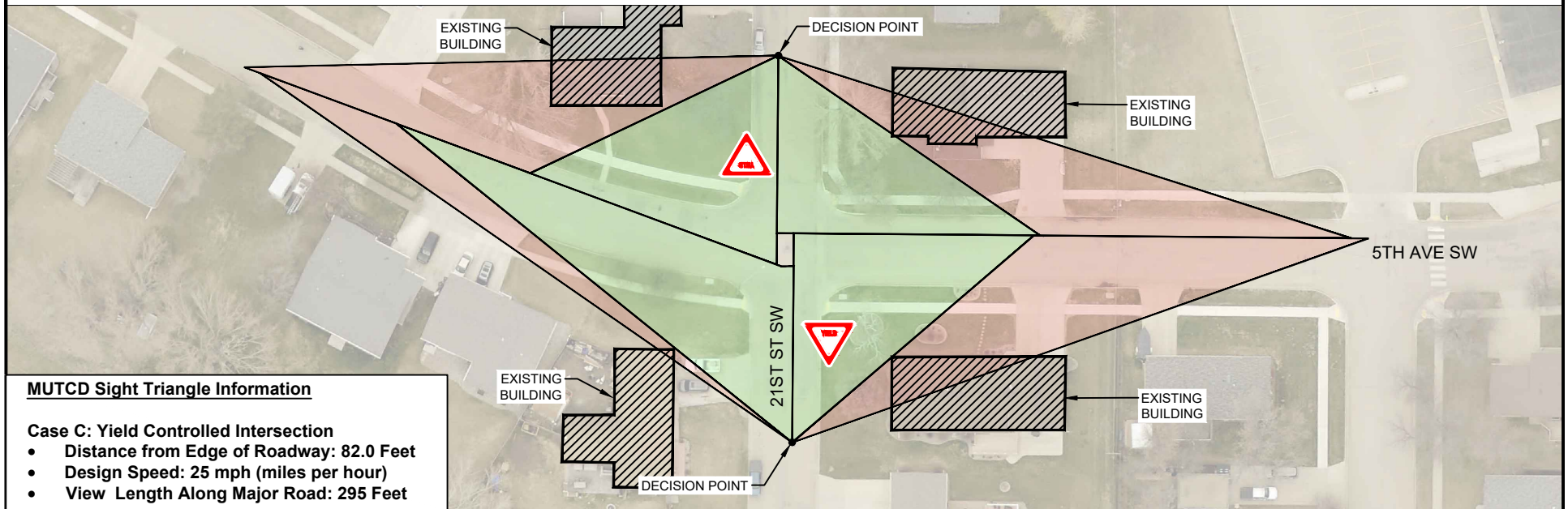
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

21ST ST NW @ W CENTRAL AVE

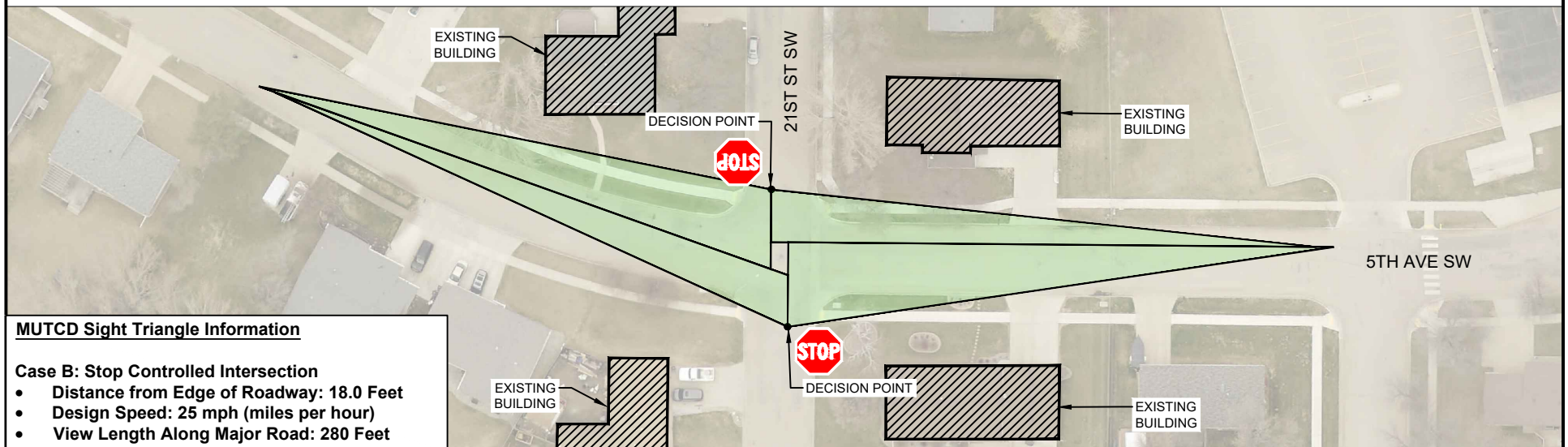
DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

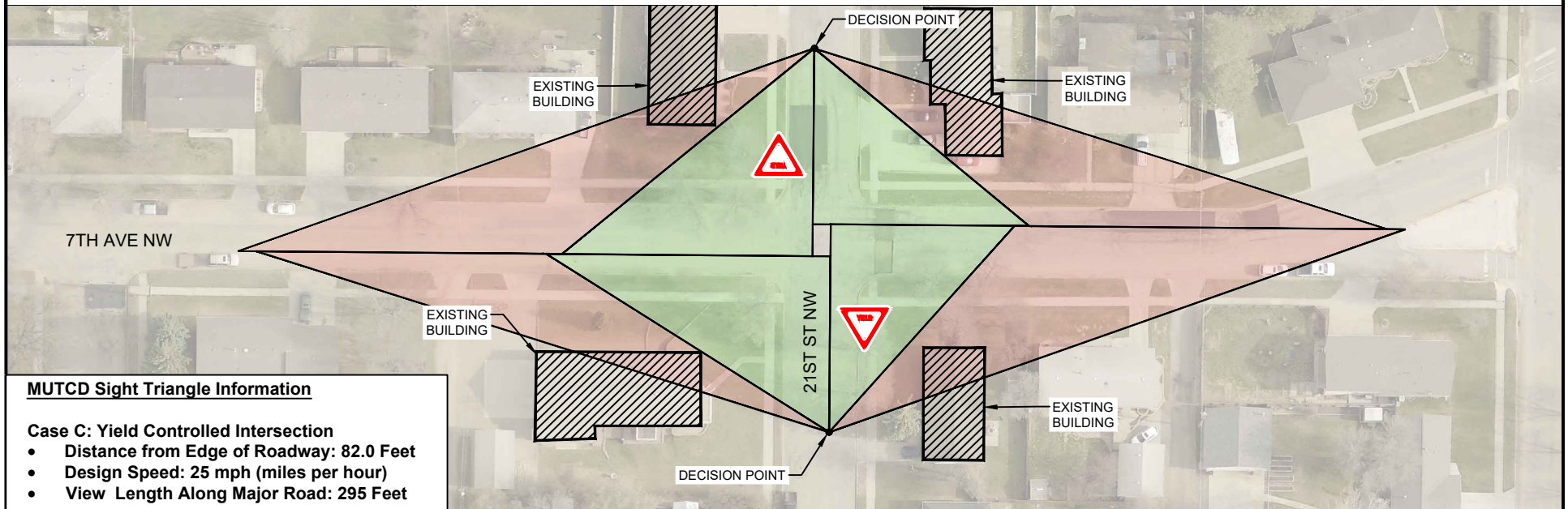
DEPARTURE SIGHT TRIANGLE FOR YIELD AND STOP CONDITIONS

21ST ST SW @ 5TH AVE SW

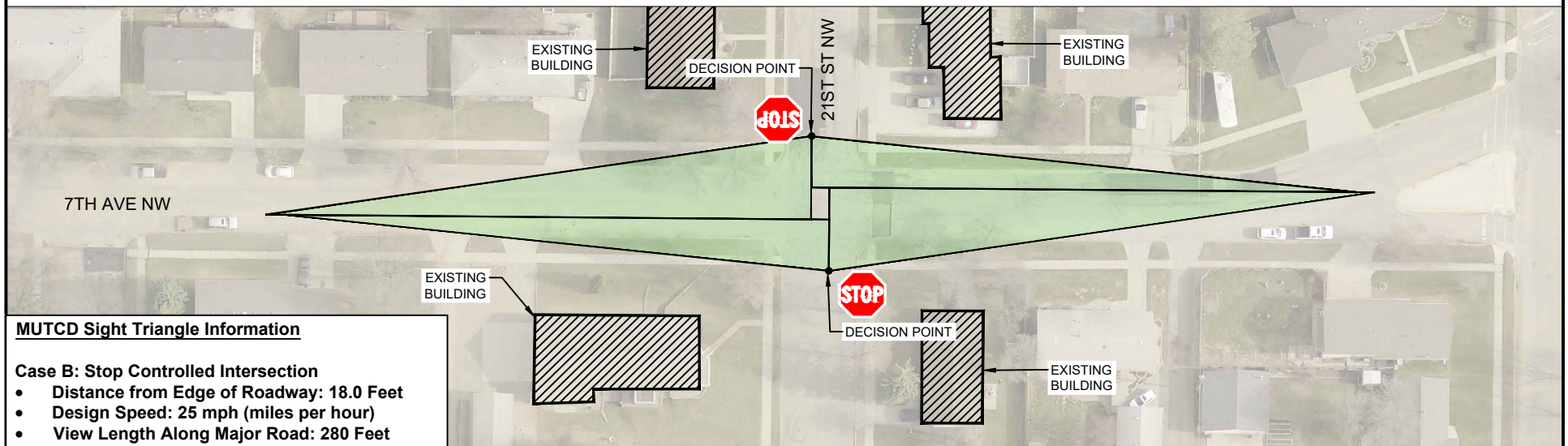
DATE DRAWN: 01/31/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

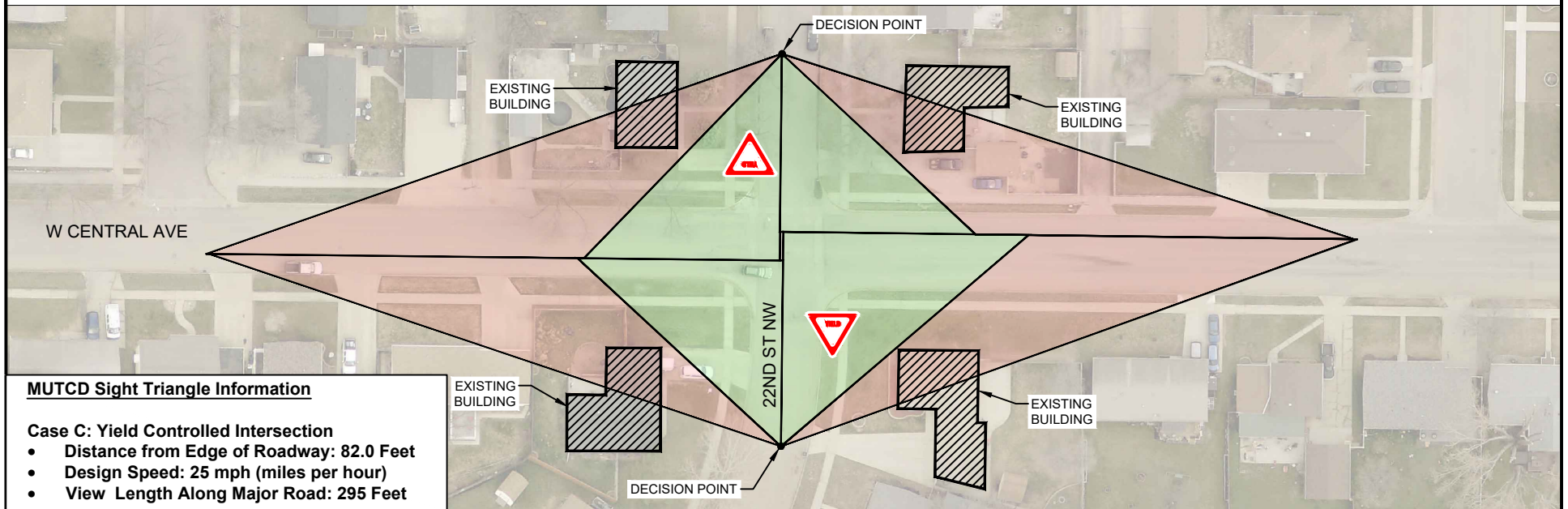
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

21ST ST NW @ 7TH AVE NW

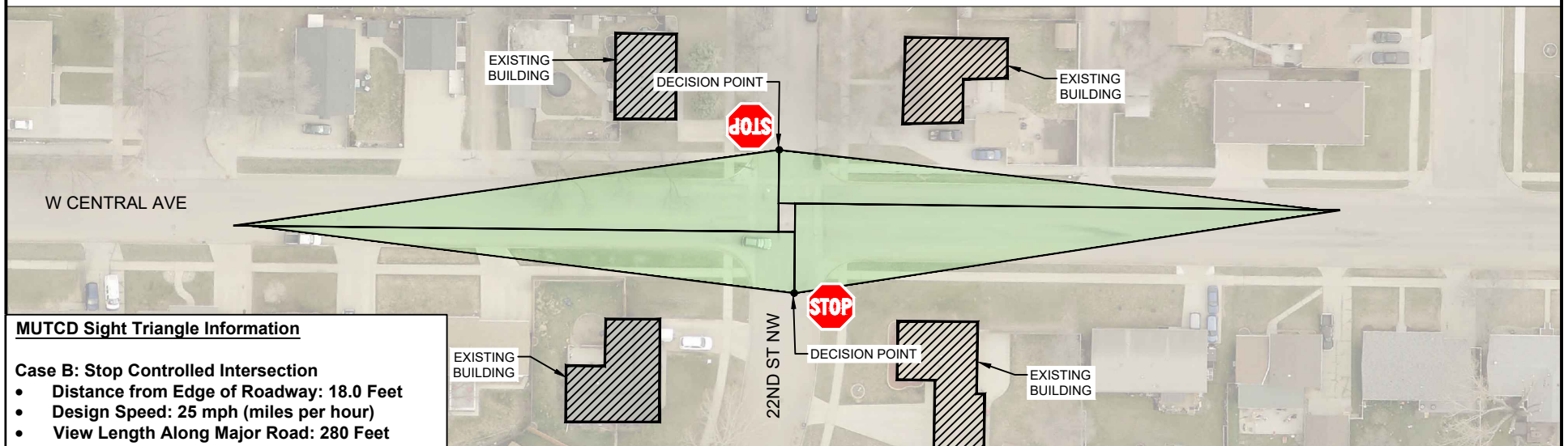
DATE DRAWN: 01/31/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

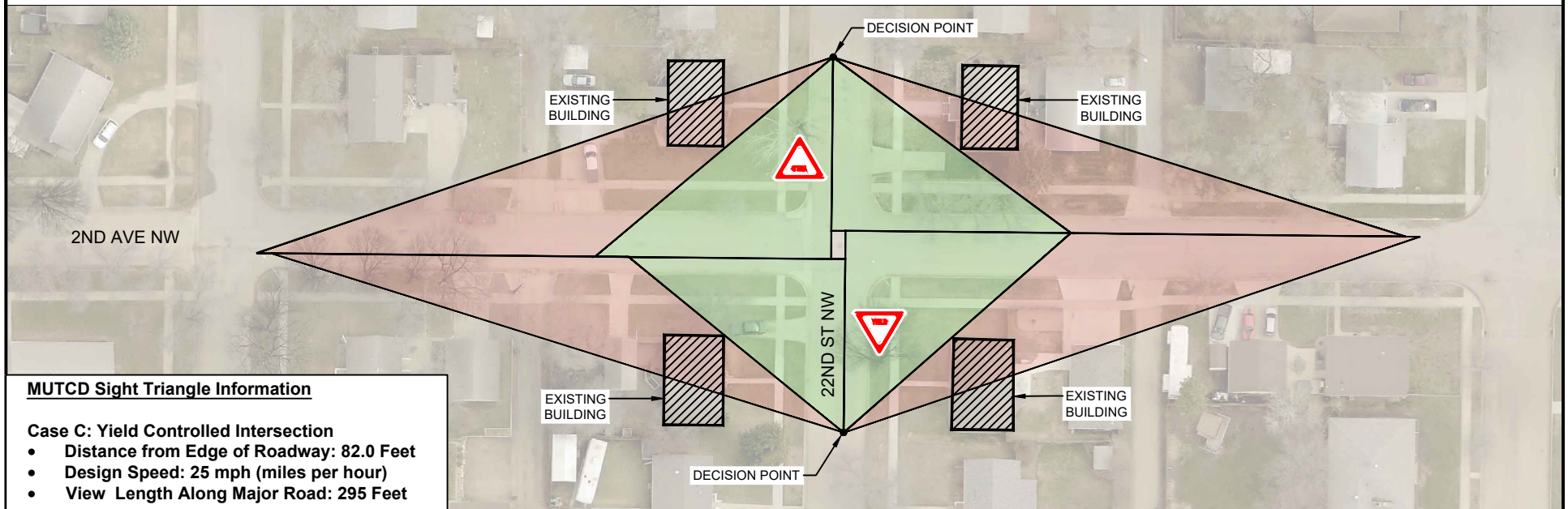
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

22ND ST NW @ W CENTRAL AVE

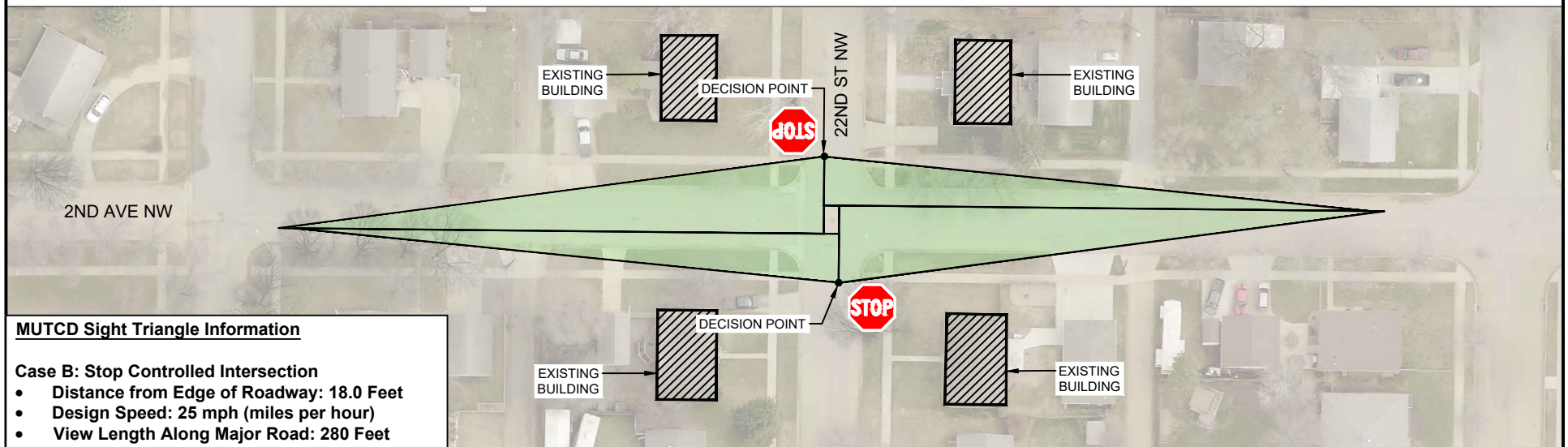
DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

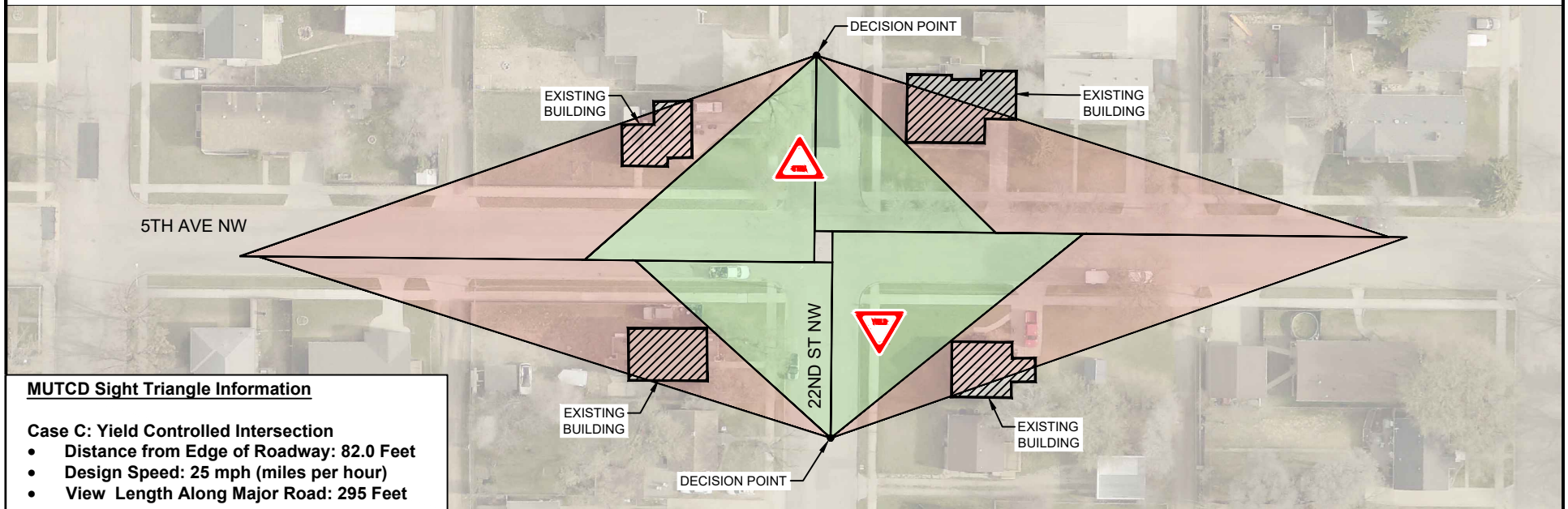
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

22ND ST NW @ 2ND AVE NW

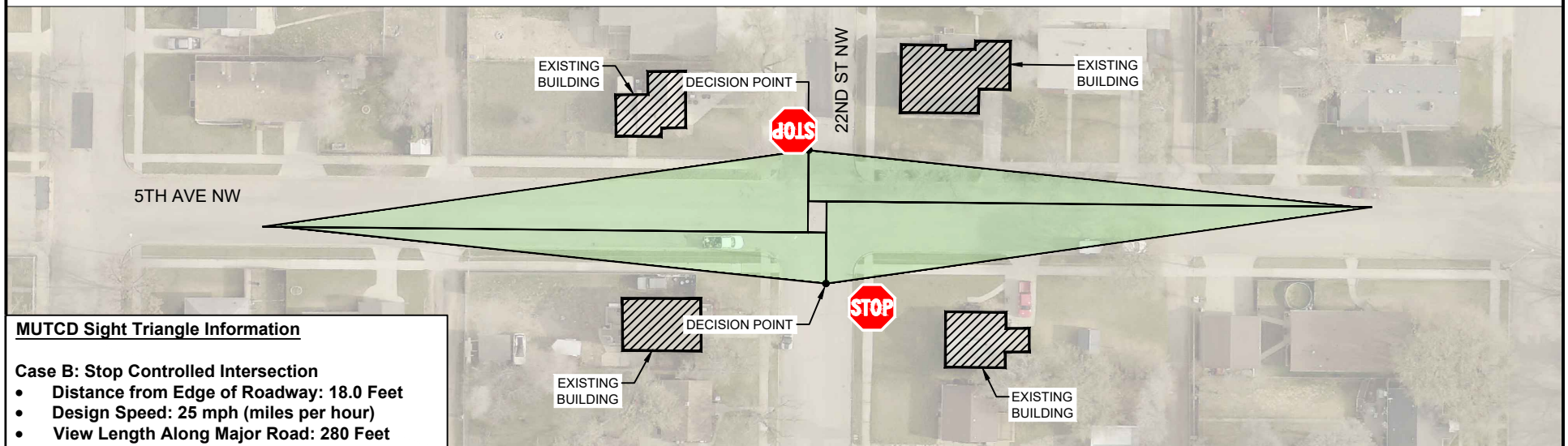
DATE DRAWN: 01/31/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

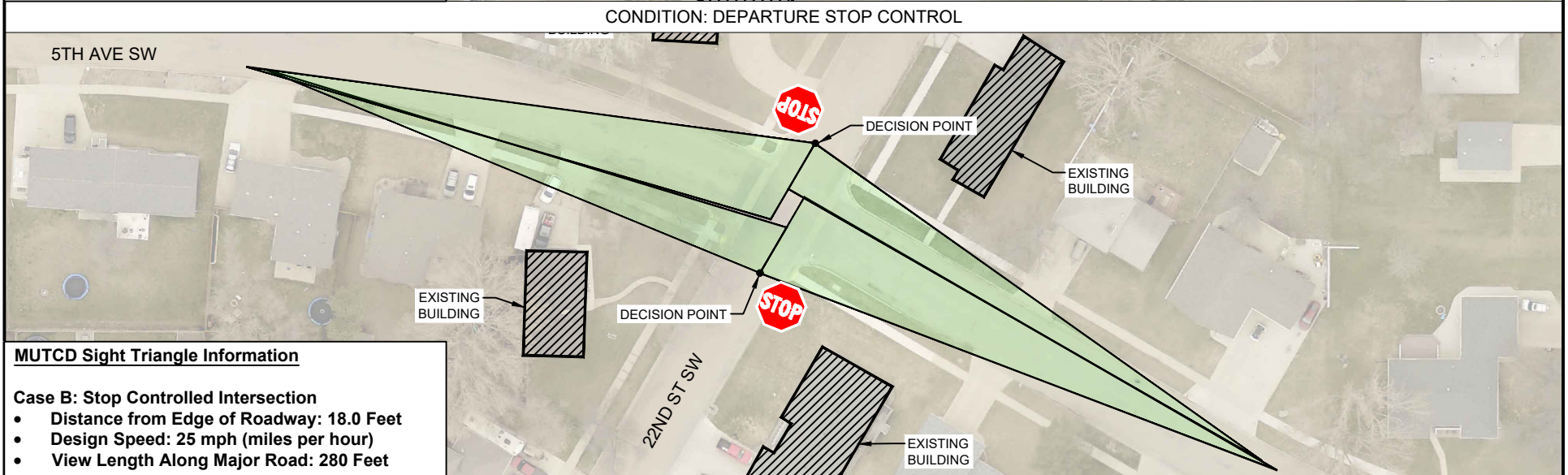
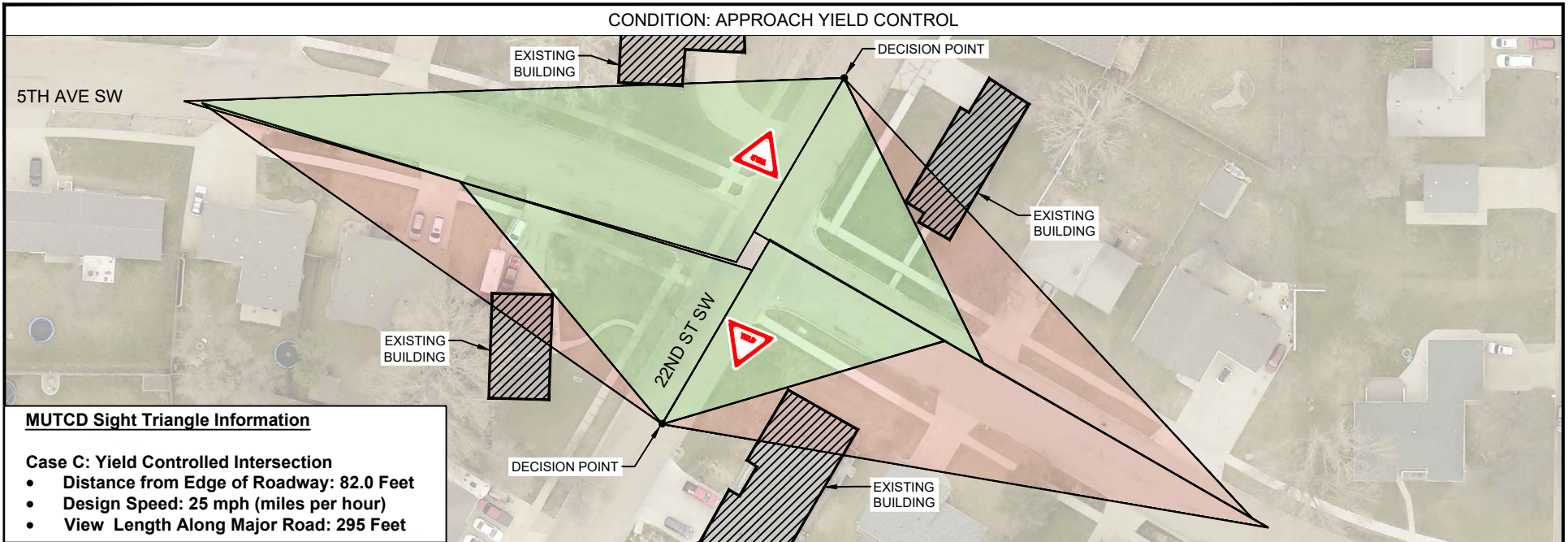
- Sight Triangle Obstructed View
- Sight Triangle Available View

**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

22ND ST NW @ 5TH AVE NW

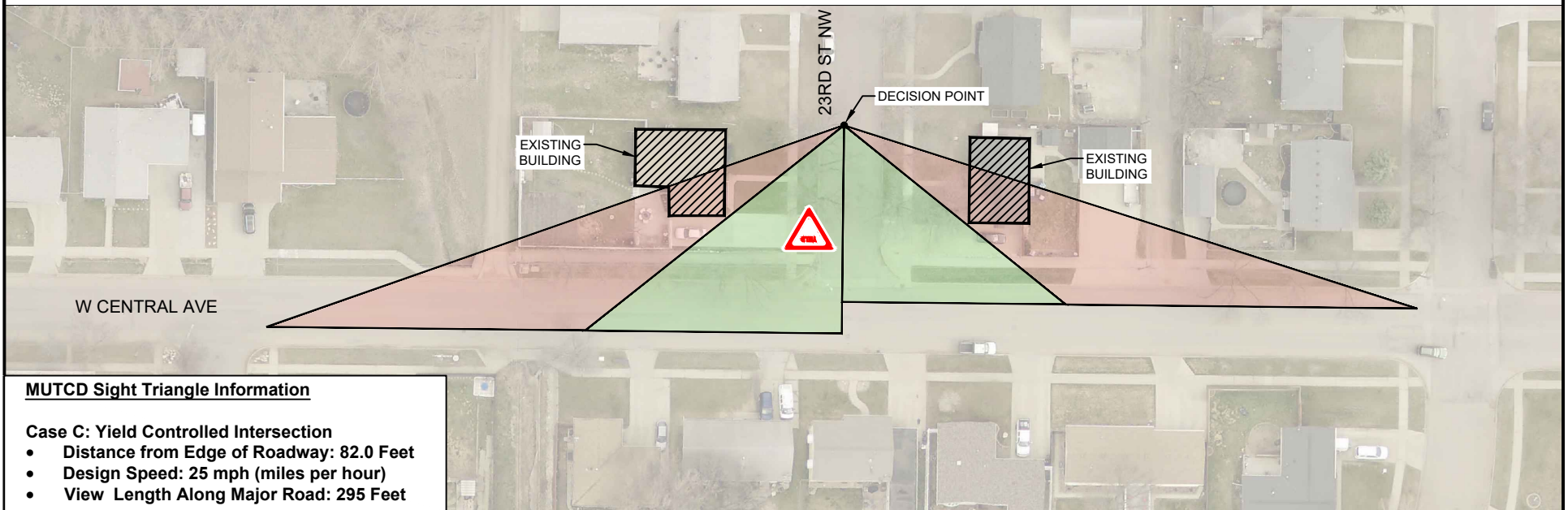
DATE DRAWN: 01/31/2024

City of Minot

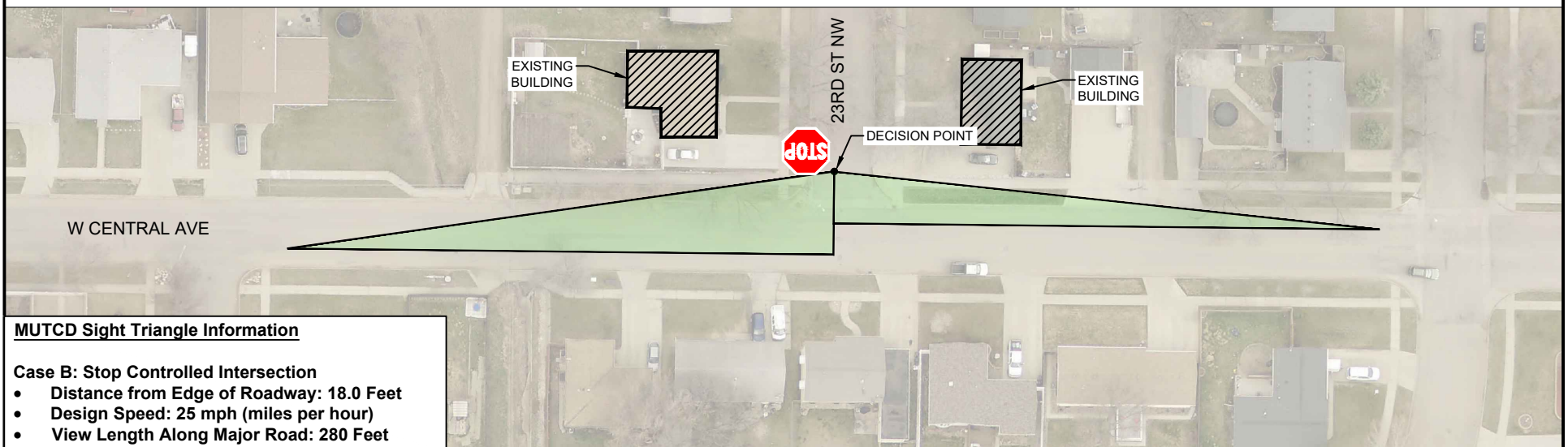


	Legend Sight Triangle Obstructed View Sight Triangle Available View	DEPARTURE SIGHT TRIANGLE FOR YIELD AND STOP CONDITIONS 22ND ST SW @ 5TH AVE SW DATE DRAWN: 02/02/2024	
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CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

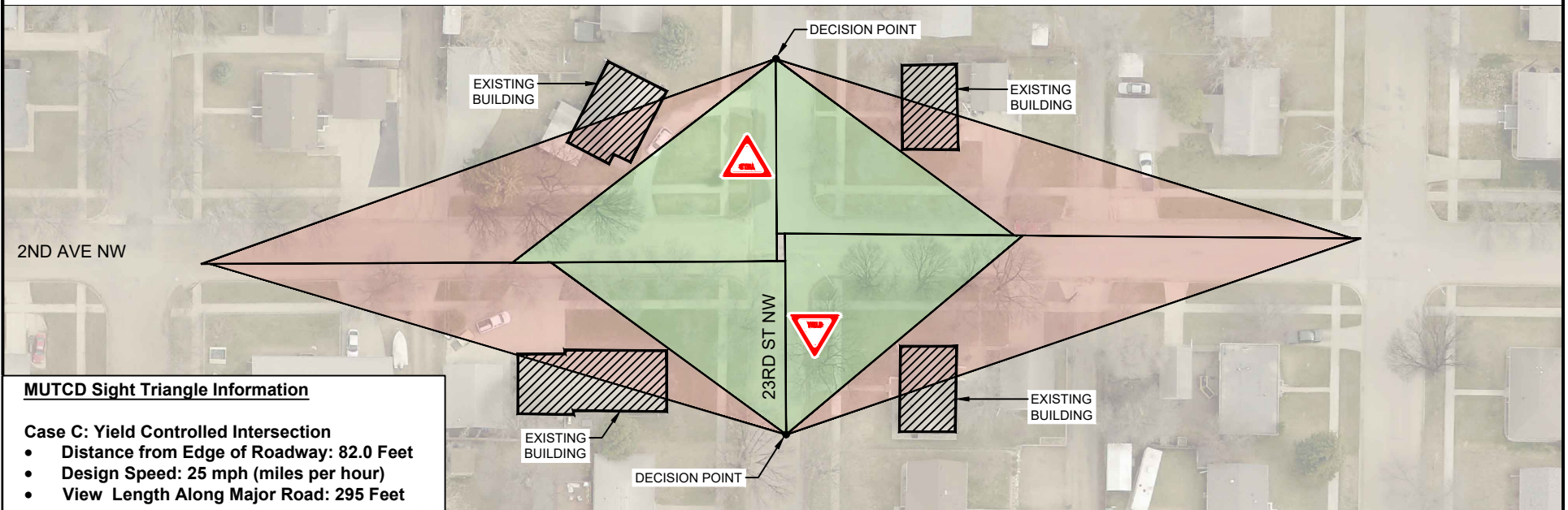
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

23RD ST NW @ W CENTRAL AVE

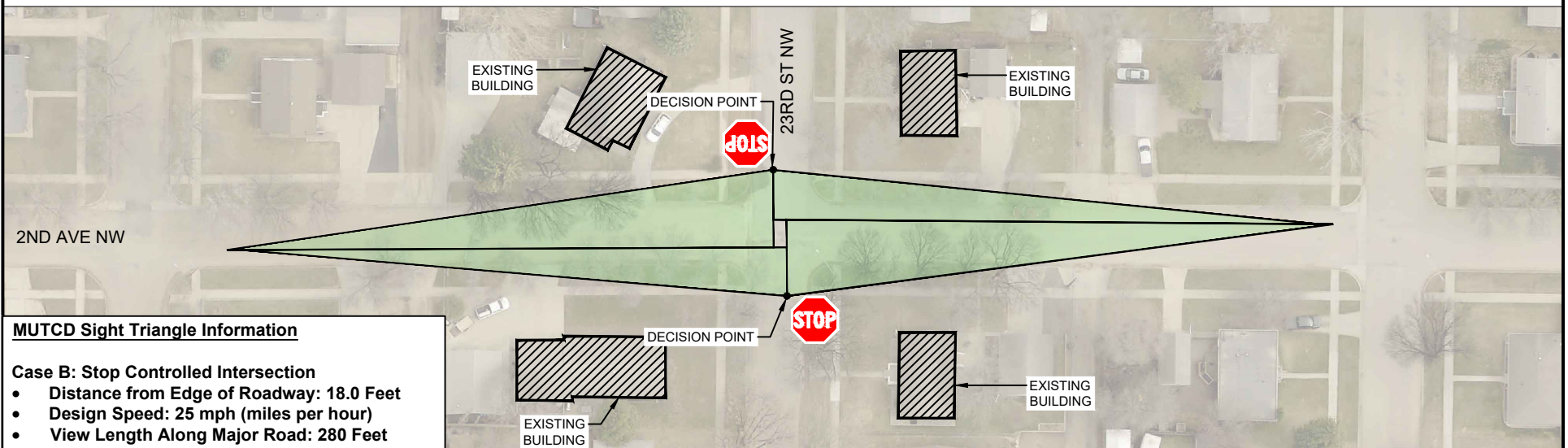
DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

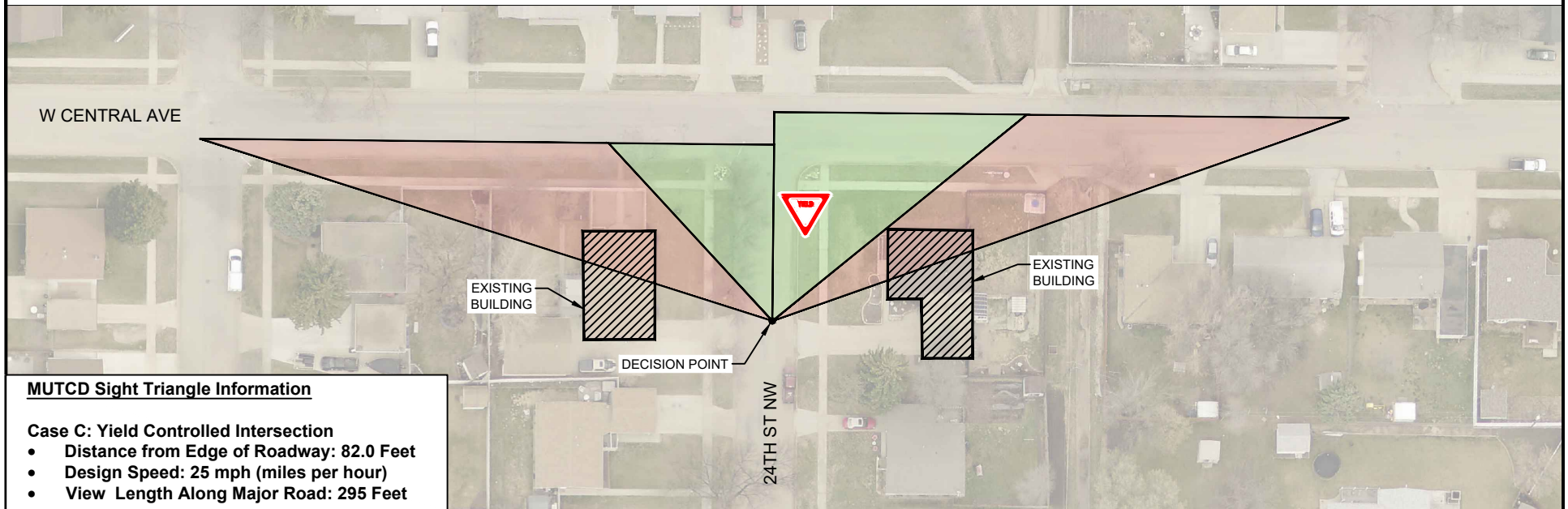
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FOR YIELD AND STOP CONDITIONS**

23RD ST NW @ 2ND AVE NW

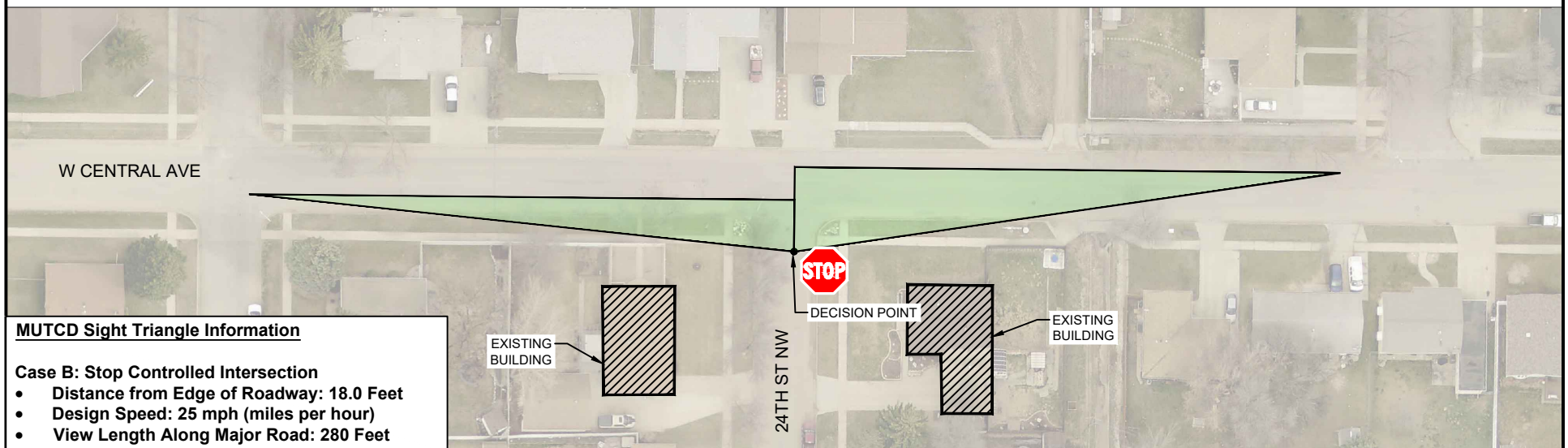
DATE DRAWN: 02/02/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

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- Sight Triangle Available View

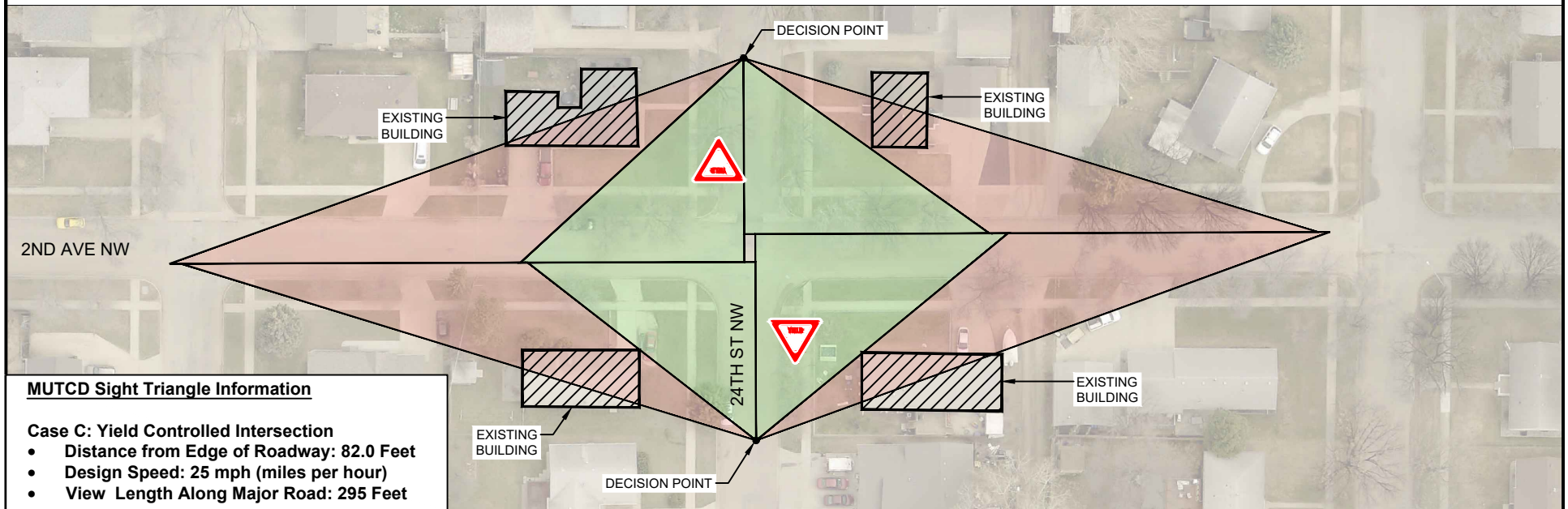
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

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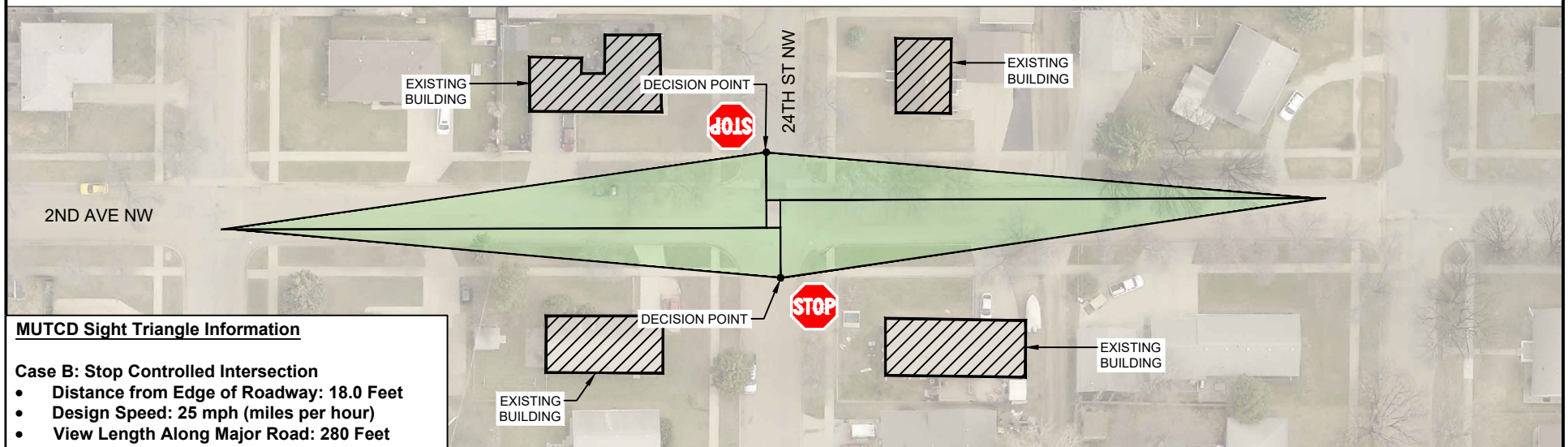
DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

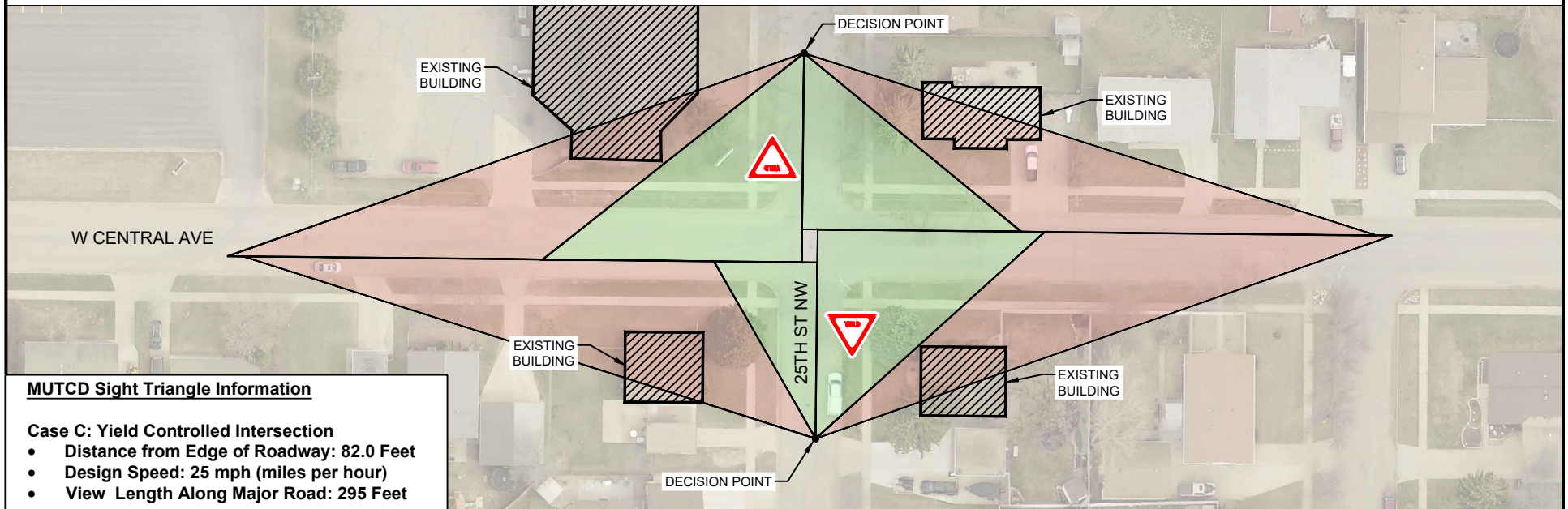
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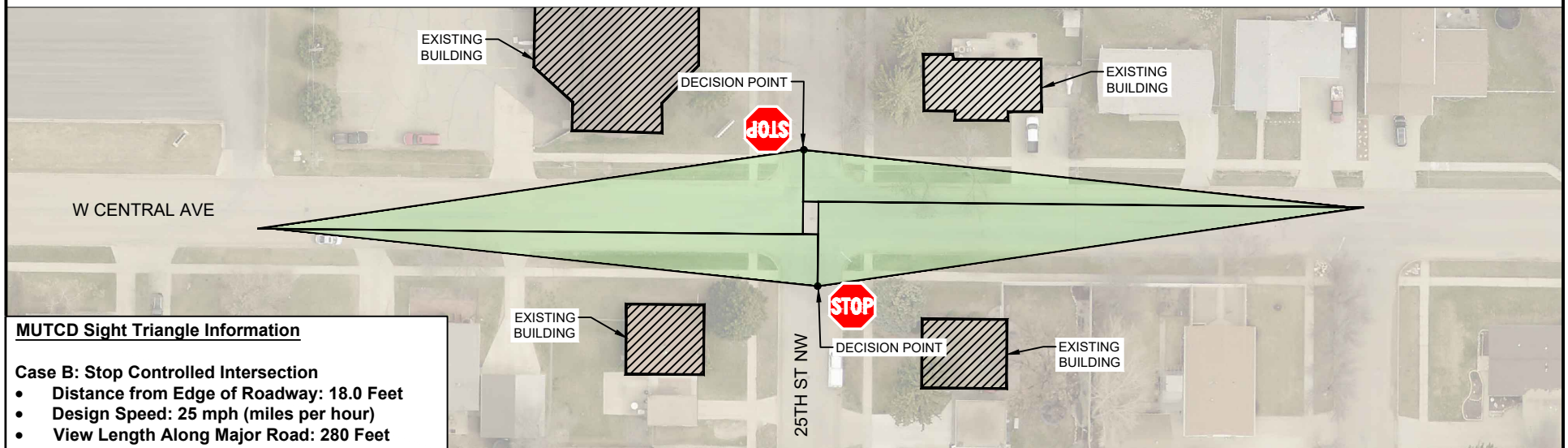
DATE DRAWN: 02/20/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

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- Sight Triangle Available View

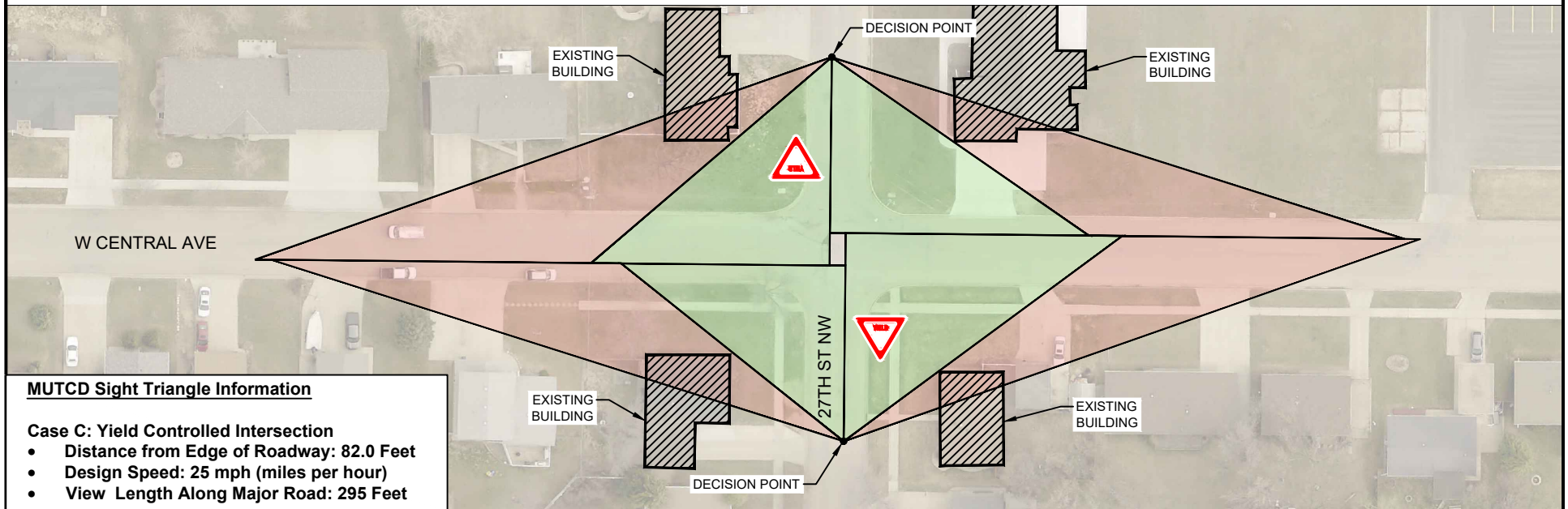
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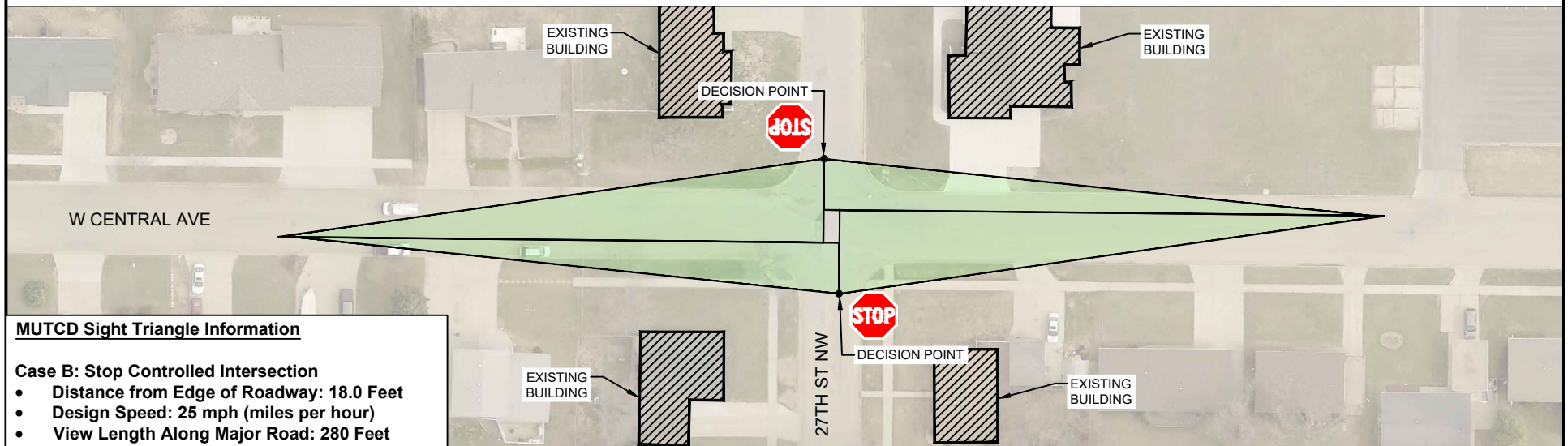
DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

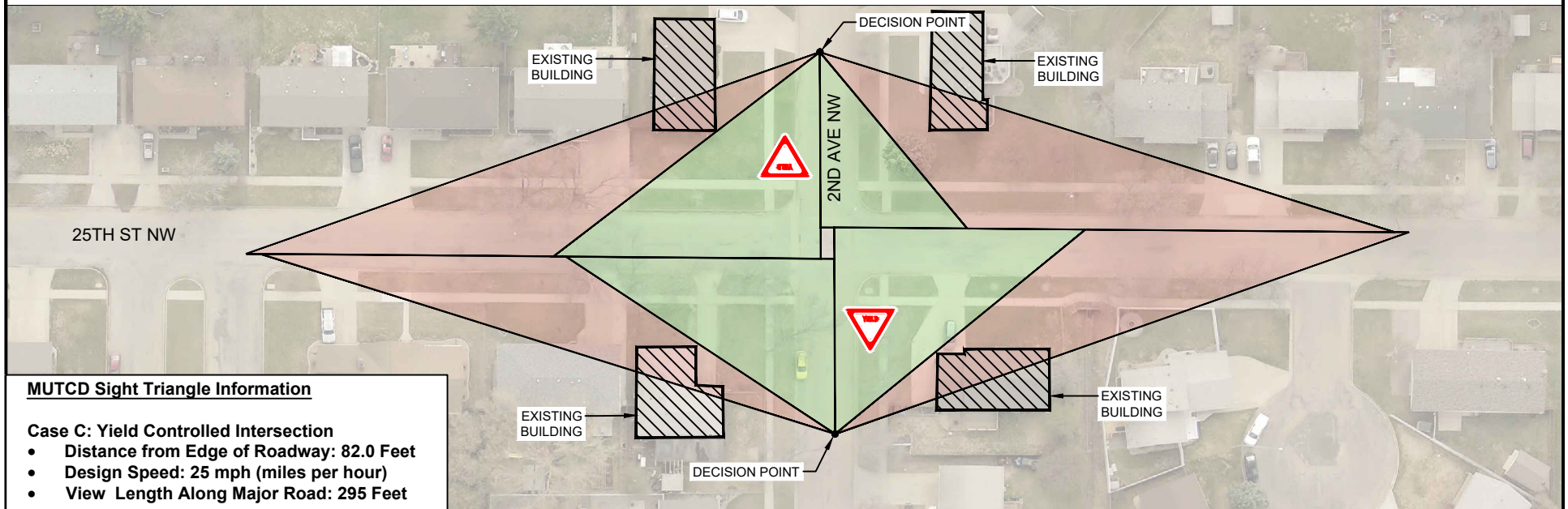
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FOR YIELD AND STOP CONDITIONS**

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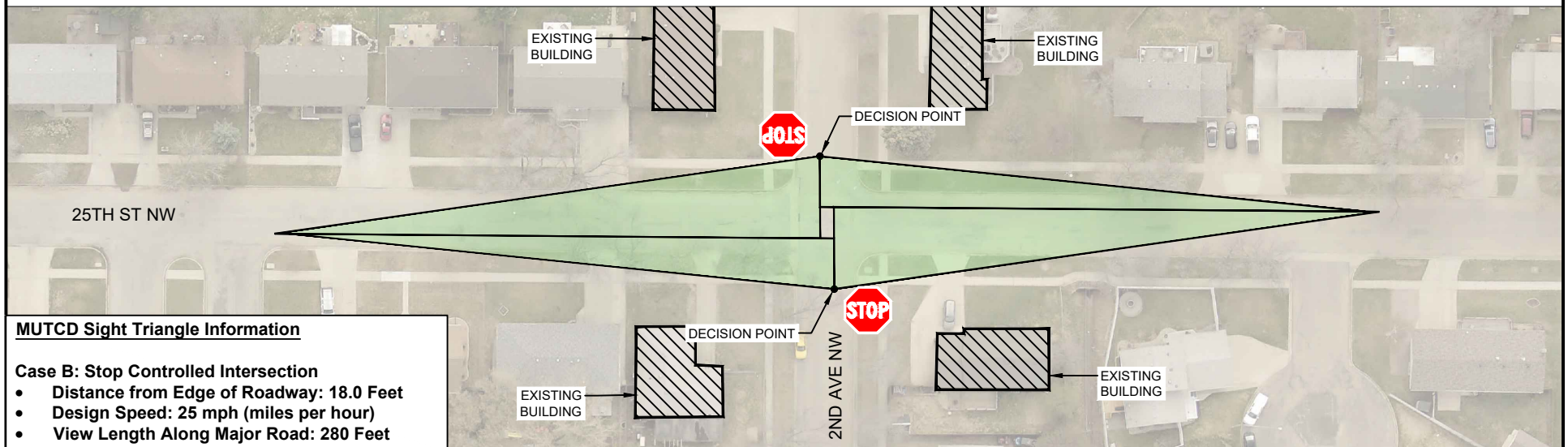
DATE DRAWN: 01/30/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

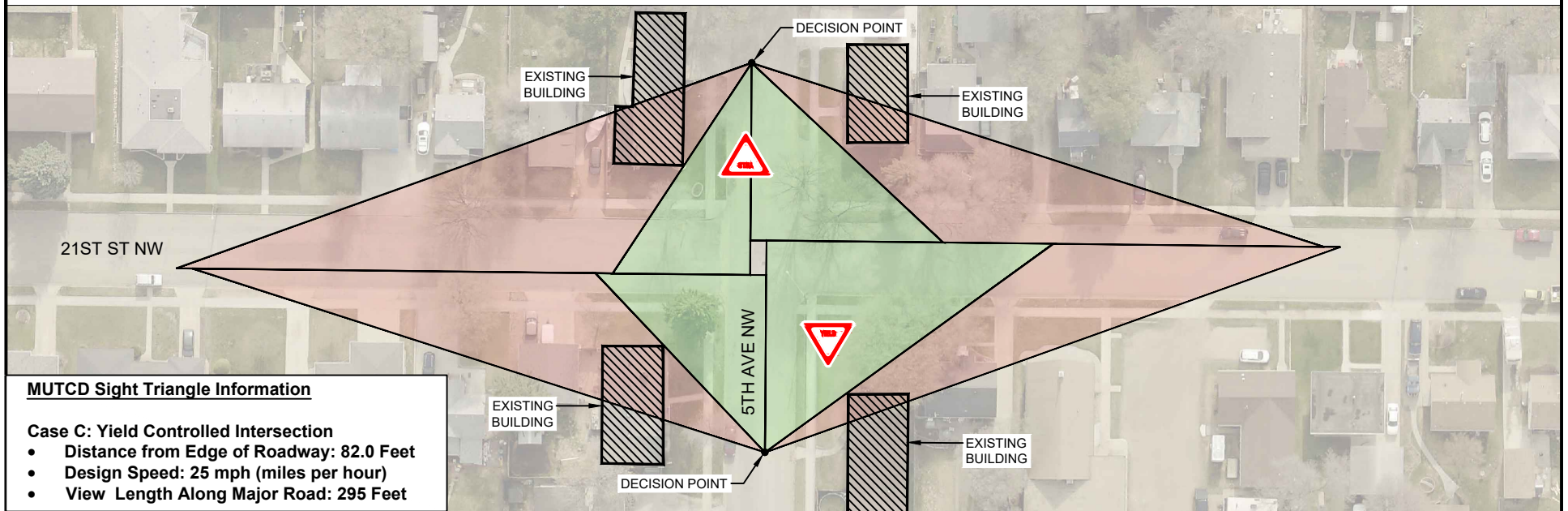
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2ND AVE NW @ 25TH ST NW

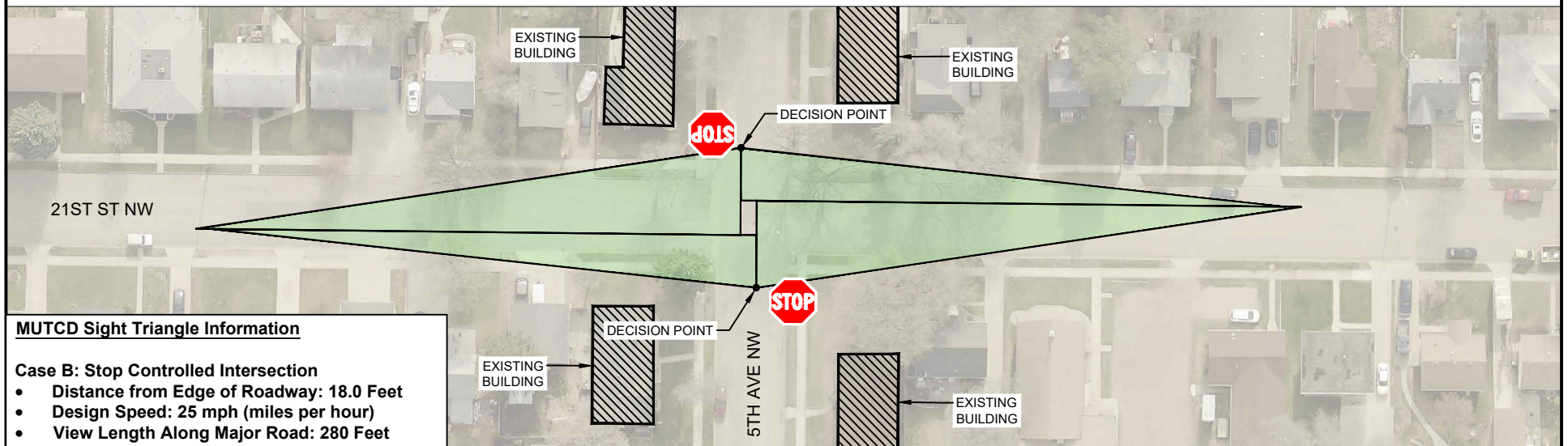
DATE DRAWN: 02/20/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

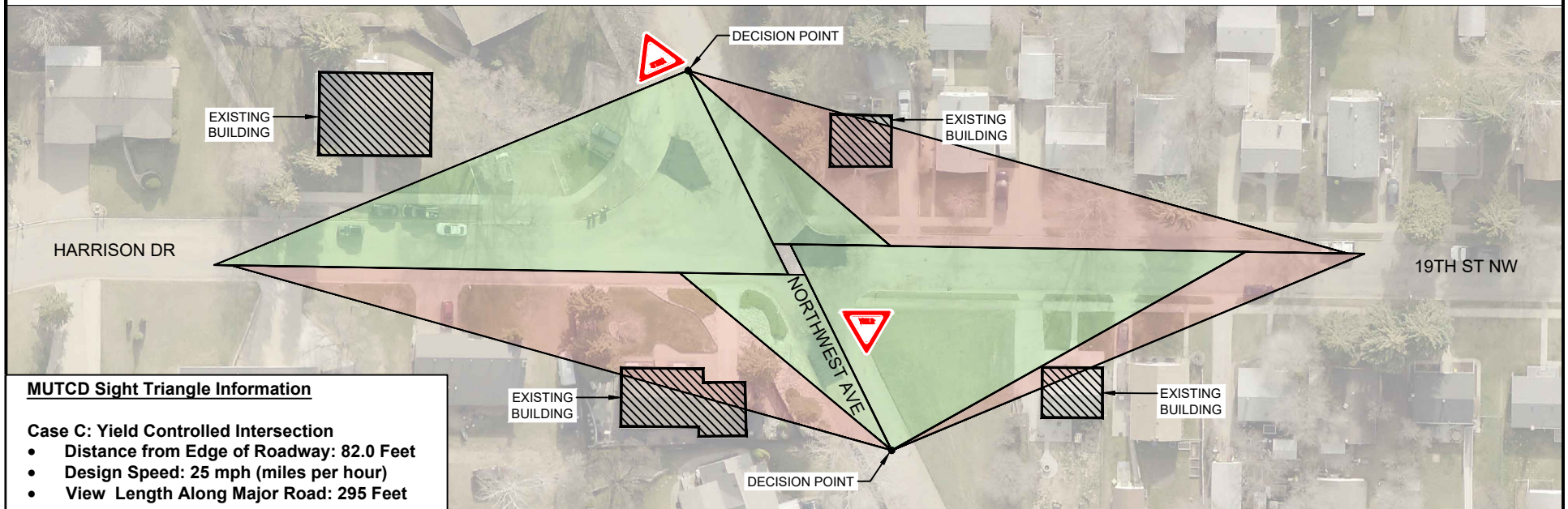
DEPARTURE SIGHT TRIANGLE FOR YIELD AND STOP CONDITIONS

5TH AVE NW @ 21ST ST NW

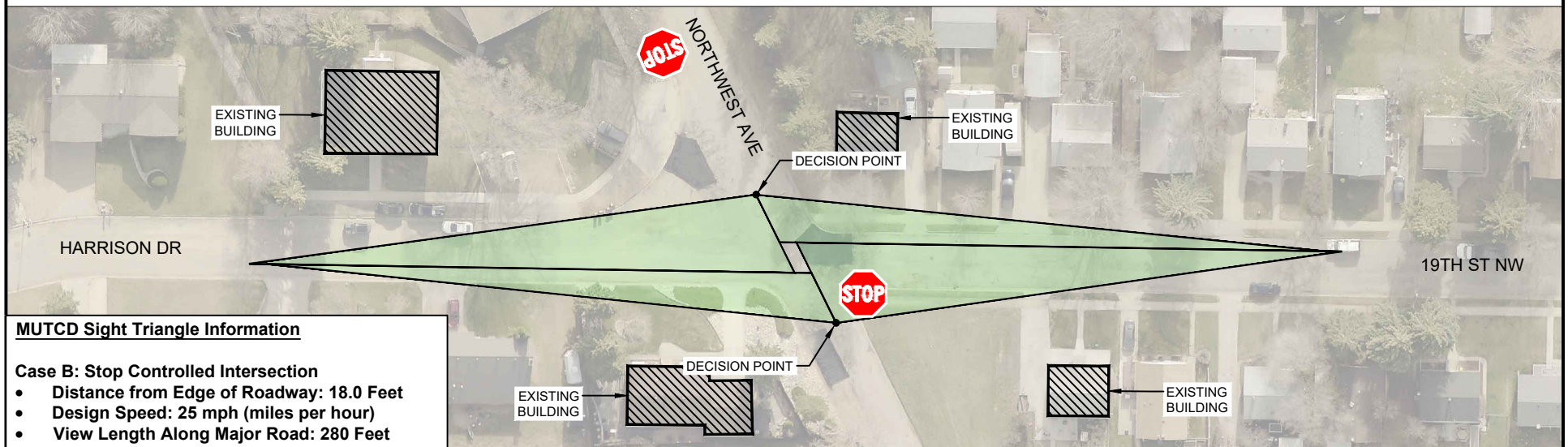
DATE DRAWN: 02/20/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

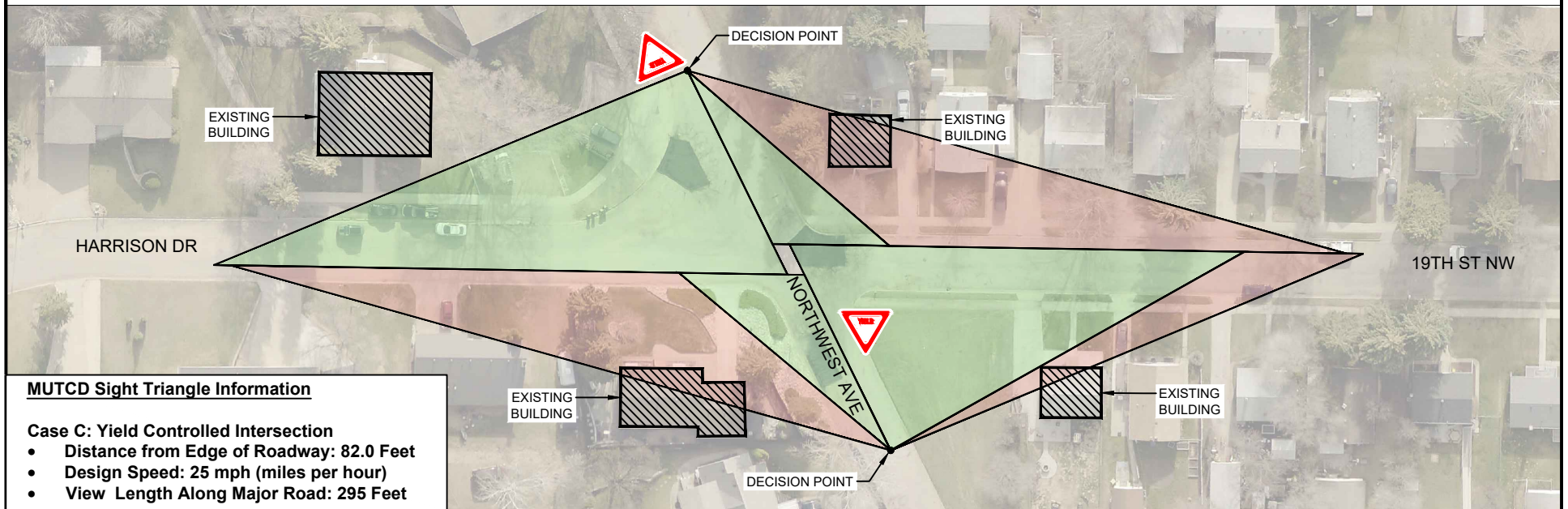
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

NORTHWEST AVE @ HARRISON DR

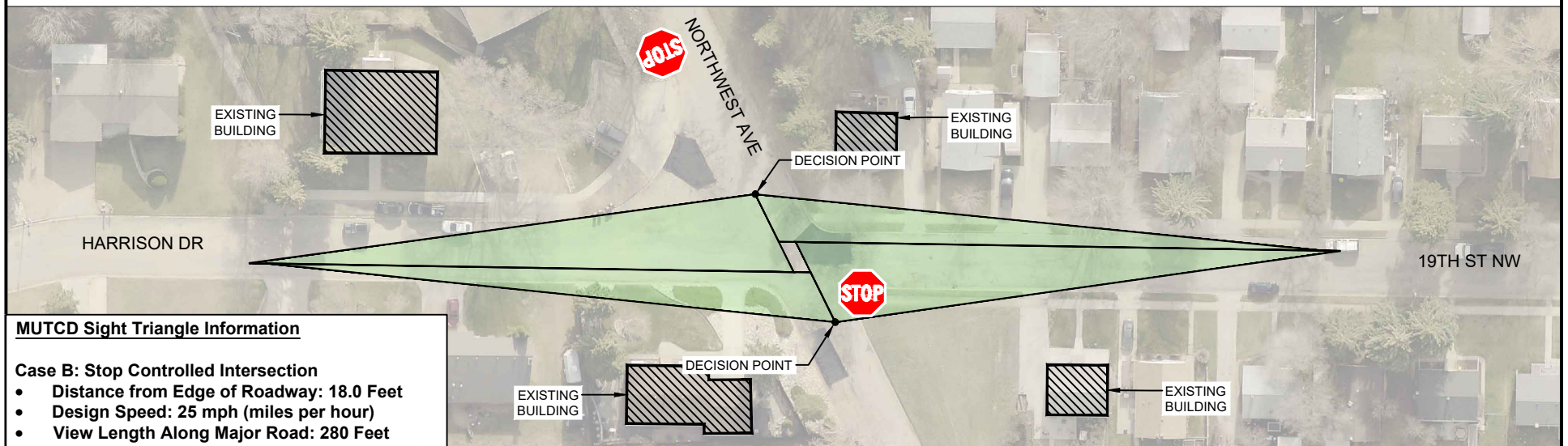
DATE DRAWN: 02/20/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL



CONDITION: DEPARTURE STOP CONTROL



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

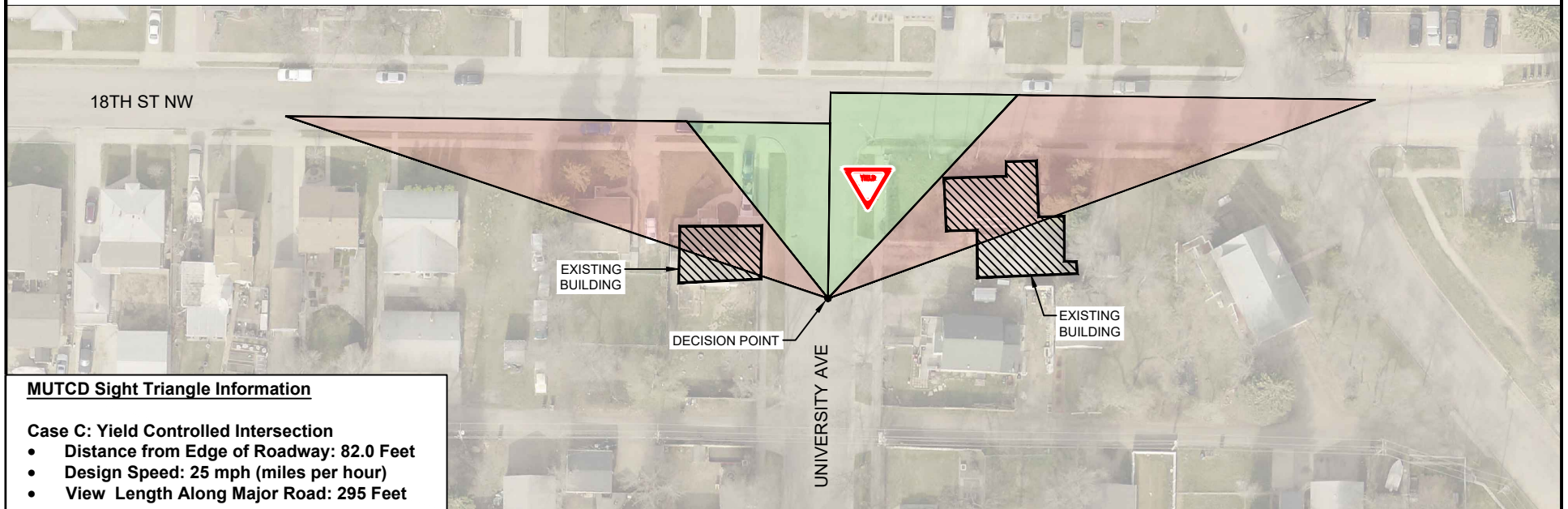
**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

NORTHWEST AVE @ 19TH ST NW

DATE DRAWN: 02/20/2024

City of Minot

CONDITION: APPROACH YIELD CONTROL

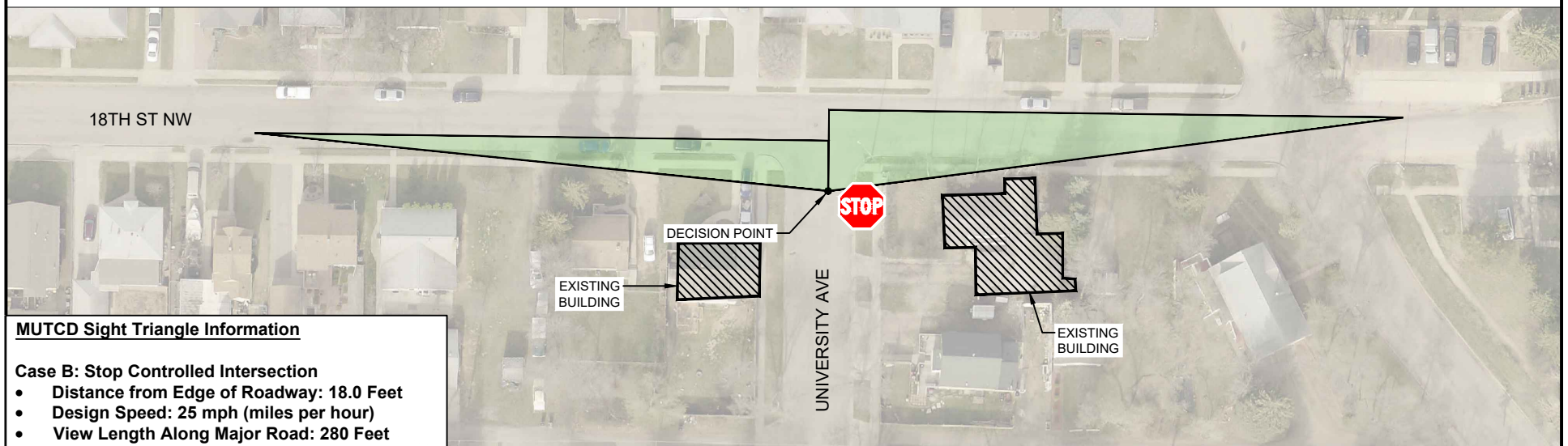


MUTCD Sight Triangle Information

Case C: Yield Controlled Intersection

- Distance from Edge of Roadway: 82.0 Feet
- Design Speed: 25 mph (miles per hour)
- View Length Along Major Road: 295 Feet

CONDITION: DEPARTURE STOP CONTROL



MUTCD Sight Triangle Information

Case B: Stop Controlled Intersection

- Distance from Edge of Roadway: 18.0 Feet
- Design Speed: 25 mph (miles per hour)
- View Length Along Major Road: 280 Feet



Legend

- Sight Triangle Obstructed View
- Sight Triangle Available View

**DEPARTURE SIGHT TRIANGLE
FOR YIELD AND STOP CONDITIONS**

UNIVERSITY AVE @ 18TH ST NW

DATE DRAWN: 02/20/2024

City of Minot

ORDINANCE NO. _____

AN ORDINANCE ADDING TO THE LIST OF CITY COUNCIL CREATED TRAFFIC RESTRICTIONS PROVIDED FOR IN SECTION 20-2 OF THE CITY OF MINOT CODE OF ORDINANCES; STOP SIGNS AND YIELD SIGNS.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MINOT:

Section 1. The following described intersections are hereby removed to the list of City Council created traffic restrictions provided for in Section 20-2 (a) (2-f) – Yield Signs:

<u>YIELD STREET</u>	<u>AT ITS INTERSECTION WITH</u>
17 th Street NW	5 th Avenue NW
17 th Street NW	University Avenue
18 th Street W	W Central Avenue
18 th Street NW	2 nd Avenue NW
18 th Street NW	5 th Avenue NW
19 th Street W	W Central Avenue
19 th Street NW	5 th Avenue NW
19 th Street NW	7 th Avenue NW
20 th Street W	W Central Avenue
21 st Street W	W Central Avenue
21 st Street NW	5 th Avenue NW
21 st Street NW	7 th Avenue NW
22 nd Street W	W Central Avenue
22 nd Street NW	2 nd Avenue NW
22 nd Street NW	5 th Avenue NW
22 nd Street SW	5 th Avenue SW
23 rd Street W	W Central Avenue
23 rd Street NW	2 nd Avenue NW
24 th Street W	W Central Avenue
24 th Street NW	2 nd Avenue NW
25 th Street W	W Central Avenue
27 th Street W	W Central Avenue
2 nd Avenue NW	25 th Street NW
5 th Avenue NW	21 st Street NW
Northwest Avenue	Harrison Drive
Northwest Avenue	19 th Street NW
University Avenue	18 th Street NW

Section 2. The following described intersections are hereby added to the list of City Council created traffic restrictions provided for in Section 20-2 (a) (2-a) – Stop Signs:

<u>STOP STREET</u>	<u>AT ITS INTERSECTION WITH</u>
17 th Street NW	5 th Avenue NW
17 th Street NW	University Avenue
18 th Street W	W Central Avenue

18th Street NW
18th Street NW
19th Street W
19th Street NW
19th Street NW
20th Street W
21st Street W
21st Street NW
21st Street NW
22nd Street W
22nd Street NW
22nd Street NW
22nd Street SW
23rd Street W
23rd Street NW
24th Street W
24th Street NW
25th Street W
27th Street W
2nd Avenue NW
5th Avenue NW
Northwest Avenue
Northwest Avenue
University Avenue

2nd Avenue NW
5th Avenue NW
W Central Avenue
5th Avenue NW
7th Avenue NW
W Central Avenue
W Central Avenue
5th Avenue NW
7th Avenue NW
W Central Avenue
2nd Avenue NW
5th Avenue NW
5th Avenue SW
W Central Avenue
2nd Avenue NW
W Central Avenue
2nd Avenue NW
W Central Avenue
W Central Avenue
25th Street NW
21st Street NW
Harrison Drive
19th Street NW
18th Street NW

Section 3. This ordinance shall be in full force and effect from and after its approval, passage and proper sign posting.

Section 4. Penalty Clause: The penalty for any violation of the provisions of the ordinance shall be in accordance with Section 1-8 of the City of Minot Code of Ordinances.

PASSED FIRST READING:

PASSED SECOND READING:

APPROVED:

Thomas Ross, Mayor

ATTEST:

Mikayla McWilliams, City Clerk



TO: Mayor
Members of the City Council

FROM: Alderman Scott Burlingame

DATE: 4/1/23

SUBJECT: MINOT COMMITTEE ON CHILDCARE REPORT AND RECOMMENDATIONS

I. RECOMMENDED ACTION

- A. City Council make recommendations on its priorities and assign City Staff and the Childcare future action.

II. DEPARTMENT CONTACT PERSONS

Alderman Scott Burlingame

701-429-0591

III. DESCRIPTION

A. Background

The Minot Committee on Childcare was convened by the governing body on March 23rd, 2023, with a focused mandate: to address the pressing childcare crisis gripping the city. Tasked with investigating the multifaceted impacts of this crisis, the committee delved into critical areas affecting Childcare in Minot. Through 16 meetings, the committee engaged in a comprehensive exploration, examining challenges from various angles.

B. Proposed Project

Address Childcare Crisis: Improve access, affordability, and quality of childcare services.

Support Economic Development: Strengthen workforce participation and attract talent by ensuring reliable childcare infrastructure.

Enhance Quality of Life: Enable parents to pursue opportunities while ensuring children receive proper care and education.

Streamline Processes: Simplify licensing, provide financial assistance, and offer guidance to childcare providers.

C. Recommendation

The recommendations provided in this report are made without prioritizing and the Committee on Childcare is requesting guidance from the Council.

IV. IMPACT:

A. Fiscal Impact:

Impacts are contingent on how Council decides to move forward. Given the economic impact of this issue Council could consider providing funding from the Magic Fund. There are likely a couple of different ways to include this in the Magic Fund given the recent guideline changes. It could be funded as a Council priority or through an economic development partnership. Any inclusion of funding will alter the balance of funding distribution of the Magic Fund programs.

V. CITY COUNCIL ASPIRATIONS

Assists with the aspirations of Dynamic and Flourishing, and Resilient and Prepared.

VI. ALTERNATIVES

- A. Council could take action on some or all of the recommendations
- B. Council could table the matter
- C. Council could refine which of the findings are of interest and ask the committee to provide more detailed recommendations

VII. TIME CONSTRAINTS

There are no pressing time constraints for a decision of the Council.

VIII. LIST OF ATTACHMENTS

- A. Childcare Whitepage

Minot White Page Report on Childcare

Prepared by Alderman Scott Burlingame, Chair of the Committee on Childcare

Introduction

The Minot Committee on Childcare was convened by the governing body on March 23rd, 2023, with a focused mandate: to address the pressing childcare crisis gripping the city. Tasked with investigating the multifaceted impacts of this crisis, the committee delved into critical areas including its effects on key workforce positions, local economic development, and the well-being of military families stationed at the Minot Air Force Base (MAFB). Through 16 meetings, the committee engaged in a comprehensive exploration, examining challenges from various angles, from presentations by Early Childhood Licensing to insights from providers, employers, and parents. Among the obstacles unearthed were pervasive staff shortages, informational gaps hindering potential providers, and daunting economic barriers deterring investment in childcare infrastructure.

Drawing upon their exhaustive review, the committee formulated a series of strategic recommendations to the City Council meticulously categorized into six pivotal areas. From empowering local economic development staff to spearhead support initiatives for prospective childcare providers to advocating for tax incentives and grants aimed at expanding childcare facilities, each recommendation aims to catalyze tangible progress in mitigating the childcare crisis gripping Minot. Moreover, the committee underscores the imperative of leveraging state resources and collaborating with educational institutions to nurture a robust childcare workforce pipeline.

Embedded within these recommendations is a profound commitment to fostering a nurturing environment wherein childcare providers thrive, families flourish, and the broader community prospers. With this report, the Minot Committee on Childcare presents not just a roadmap for action but a call for collective engagement, urging stakeholders to unite in safeguarding the well-being and future prosperity of Minot's youngest residents and their families.

The purpose of this summary is to present the recommendations of the Minot Committee on Childcare. The Minot Committee on Childcare was created by this body on February 6th, 2023 with the expressed purpose of be charged exploring the childcare crisis in Minot and making recommendations to the city council on:

- The current lack of childcare effects on the City's ability to fill key positions.
- The lack of childcares effects on local economic development.
- The lack of childcares effect on military families at the Minot AFB.
- How economic development funds can be leveraged to improve childcare options in Minot.
- Review current city ordinances regarding childcare and make recommendations on any needed changes or additions.
- Monitor and report on childcare related legislation in order to maximize the city's ability to
- respond to statewide incentives for childcare

- Explore efforts in other regional communities to address the childcare shortage, and make recommendations on the feasibility to those solutions in Minot
- Make other recommendations on how the city can improve the availability and affordability of childcare

Methodology

The committee conducted a comprehensive review, holding 16 separate meetings to learn about the childcare crisis from different perspectives. The topics of our meeting included, but are not limited to:

- Presentation from Early Childhood Licensing
- Challenges of Childcare on the MAFB
- Childcare Legislation Update
- City of Minot: Discussion on Various Codes
- Problems of Childcare in Minot Part 1: Providers Perspective
- Problems of Childcare in Minot Part 2: Employers Perspective
- Problems of Childcare in Minot Part 3: Parents Perspective
- Innovative Practices from other Communities (West Fargo, Watford City, Warren, MN and others)
- Leveraging Economic Development Funds for Childcare in Minot
- Exploring career development options in Minot

Challenges Identified

Staff Shortages: The average ND daycare employee wage is \$10.50/hour. Providers reported problems with obtaining background checks and CPR certification that led to delays in hiring, ultimately resulting in potential childcare employees not being able to start.

Information: Providers consistently listed a need for needing improvement on the licensing process and communication between the City, the State licensing agencies, and the providers. Entrepreneurs who wished to become providers expressed a lack of understanding of where to go to get information about childcare services, business management, legal requirements, safety standards, and financing options.

Economics of Childcare: Providers and potential providers consistently listed the problems with economics of childcare as being a significant barrier to becoming a provider or expanding the size of current operations. The barriers included high initial investment costs, limited availability of suitable properties, and zoning and regulatory restrictions.

Recommendations

The Committee on Childcare voted to present each of these recommendations to the City Council and to allow the Council to begin the process of prioritizing future action. The Committee looks forward to guidance from the Council and stands ready to respond to any questions the Council may have.

Recommendations of the Committee can be divided into 6 categories:

1) Subject Matter Experts

- a) We need to have someone local in Minot that can help that person navigate through renovations, etc. needed for their daycare space. Grants are available, but they are not easy to fill out. We need someone local that can help with this. Same with loans, they are great and available, but they are not easy to apply for.
- b) Help facilitate conversations with local businesses about how they can be of support to local childcare providers. For example, helping with payroll, donations, payroll services, loan help, etc.
- c) Propose an additional resource funds (whether part time/full time) to support the education, business acumen and resource guidance to prospective, upcoming, and current Child Care providers.
- d) Designate a city employee in planning, economic development, or community development to provide consistent and accurate guidance to prospective childcare providers.
- e) The city economic development staff should to be responsible for assisting new and expanding childcare within Minot.
- f) City planning staff work with the Childcare Committee to review the city's zoning code to remove barriers to home and commercial daycare facilities.

2) Information

- a) Resource Guide with step-by-step guide with links, contacts and helpful information. (A one stop shop if you will since we have learned state resources are passive in promotion.) with links, contacts and grant funding sources/organizations to assist in opening a qualified facility.
- b) ND Development Fund information distribution to current and potential Daycare operators.
- c) The City of Minot would host one "in person" event that would provide relevant information for potential childcare workers or providers regarding licensing requirements. The event would be recorded and placed on the City of Minot's website as a reference for future needs.
- d) Develop a childcare start-up guide to walk prospects through the city's process and including all other partners in the project/process so the path is clear for the prospective childcare providers.

3) Grants (Economic Development funding)

- a) \$100,000 of MAGIC fund earmarked for annual distribution to childcare facilities who are looking to expand the number of children they are serving.
- b) Provide grants aimed at helping centers increase their infant care spots. These spots are the most expensive and hardest for providers to expand
- c) Create a grant program, using sales tax dollars, to incentivize current or potential childcare providers to build out spaces for infant care. The grant program would begin with \$250,000. Details of the grant program would be similar to West Fargo's program. The City Council would determine which current fund the dollars would be re-allocated from.
- d) \$50,000 of MAGIC fund earmarked for microgrants (less than \$2000 each) to be used towards reimbursement for costs associated with training and licensing of childcare employees.
- e) Re-write of Magic Fund to include childcare facilities.

4) Tax Break/Incentives (Commercial Facilities)

- a) Make sure that daycare centers know about and apply for property tax credits.
- b) City Council should pass a resolution encouraging non-home based providers to apply for tax property exemptions available (but not currently being used).
- c) Give tax incentives to businesses whom have space for prospective childcare providers

- d) When developing new residential areas offer incentives for encouraging the developer to include childcare space to be part of the project

5) Buildings and Space

- a) Ground Leasing consideration: how can MPS buildings be utilized.
- b) Space for home daycares to expand. Compile a list or have a realtor perhaps that could keep a list of locations where in-home daycares could expand and move into to grow their business to open more child care spots.
- c) Reducing Barriers through zoning, permitting, and parking.
 - (i) Waive permit fees and/or provide tax credits.
 - (ii) Reduce parking and traffic requirements when feasible
 - (iii) Evaluate current zoning and land use policies to provide more flexibility.
- d) Partner with schools to offer space for child care providers. With our schools having open space available, being able to look at offering space to prospective providers.
- e) With the latest proposal for the MPS Board to close McKinley/Bell Schools, potential to look at usage options for McKinley and what the options are there for affordable building use for startups.

6) Start Up/Staffing Costs (Background Checks & CPR/1st Aid fees)

- a) If we want parents to get back into the workforce, we have to provide quality care in centers (and homes) which means we need to have quality staff and pay them well (\$18-\$20/hr). Centers need assistance with these wages though. Also,
- b) Continue connections with MSU and our local high schools to keep bringing young people into this field.
- c) Support and propose more extensive childcare bills for the next legislative session including support for the state to subsidize daycare worker wages and offer benefits
- d) Explore further options to support workforce needs by tag teaming with Early Developmental programs similar to Caleb Heilman's approach. With incentives through possible scholarship programs with MSU
- e) CPR/First aid run through the fire department.
- f) Help licensed daycares with background checks.
- g) Assist provider with CPR Certification (possibility using the Minot Fire Department). CPR and 1st aid is \$75 per staff through Trinity. This doesn't seem like much but it adds up really fast due to turn over. The state also just put into place that all staff have to be CPR and 1st aid certified before they can start working, so waiting for Trinity to offer the training makes it harder to hire new staff and get them started.

In addition, it was recommended the City of Minot explore collaboration with the State of North Dakota to access child care assistance dollars for City of Minot employees.

Childcare Committee Members

Keli Rosselli-Sullivan – MACEDC Workforce Development/Military Liaison

Shelbi Lawson – Childcare Provider

Bekka Oswill – Childcare Provider/Parent

Heather Cymbaluk – Companions for Children Executive Director/Parent

Harold Stewart – City Manager, Economic/Employer Impact/Parent

Doug Diedrichsen – City Employee/ Code/Ordinance

Terry Schumalz – Employer Representative, Hess Corporation HR/ Parent

Lisa Olson – City Council member/Retired School Administrator

Amy Jenkins – Childcare Licensing Specialist with the State of ND/Parent/Business Owner

Scott Burlingame – Chairman/City Council member

Former Members

Kevin Cross – Childcare Provider

John Van Dyke – City Employee

MAGIC Fund Screening Committee
Annual Compliance Report
2023

Table of Contents

Report from the Chair	
MAGIC Fund Balance & Funds Spent	1
Performance of Job Development Agreements	2
Supporting Service Contract	2
Denied Applications	2
Financial and Management Health of the Fund	2
MAGIC Fund Screening Committee Members	4
Balance Sheet	5
Schedule of Revenues, Expenditures and Changes in Fund Balance, Budget to Actual	6
Brady Martz and Associates Reports	7

Report from the Chair:

MAGIC FUND BALANCE AND FUNDS SPENT

The MAGIC Fund Screening committee held two meetings during 2023. In the February meeting, the committee approved the Souris Basin Planning Council request for \$805,300 to fund their Business Accelerator Fund (BAF) which provides the local match for the Bank of North Dakota Flex PACE program. Under the guidelines for the fund in place at the time of the request, this request level was the maximum amount of funding that could be provided. As “higher for longer” continues to be a theme in the world of interest rates, we will likely see continued use of the PACE programs to lower interest rates for commercial projects in town. These are great programs for borrowers that ANY business in our trade area can take advantage of, either through direct MAGIC Fund requests or through the BAF with the Souris Basin Planning Council. The BAF funding that has been approved to date has been utilized to help 34 businesses (primarily in Minot) with projects that fit the parameters for the BND Flex PACE program, resulting in just over \$24 million in BND investment in our community through their match. This is a great deal for our local small business community, and I think it is a very good use of MAGIC Fund dollars.

In September the committee approved a request from Hot Switch Heating Systems LLC for a forgivable loan in the amount of \$215,384.65 to take advantage of a BND PACE loan (BND’s share was \$400,000). This is a pretty common type of request for the MAGIC fund and will create 3 jobs within the first two years.

There have been several continuing economic “trends of encouragement” in our community that continued to play out in 2023. Sales tax collections YoY were up approximately 3.33% for the year, and sales tax collections into the Special Revenue Fund were up over budget by approximately 20.18%. In addition, other local economic metrics have showed strength over the course of the year as well (hotel occupancy, real estate prices, airport boardings). My biggest worries both in my day job as a banker and as a concerned community member center around the impacts of prolonged inflation and a workforce shortage. It’s undoubtedly true that the average citizen of this community (and many communities across the country) is feeling the impacts of inflation. A recent reading of the Gallup Economic Confidence Index showed that nationally confidence has been slowly rising but remains quite pessimistic.ⁱ This can be concerning to our business community, who faces rising costs of goods and labor (our unemployment numbers would indicate a shortage), and if consumer spending slows down it’ll be a very tough environment to thrive in (a problem that would not be unique to Minot). Our committee and the City Finance Department will need to stay on top of things, as prolonged economic stress could lead to issues with compliance with any outstanding Business Incentive Agreements and/or solvency issues for these entities.

PERFORMANCE of JOB DEVELOPMENT AGREEMENTS

Brady Martz and Associates, P.C. was retained to independently verify the performance criteria required of Fund participants. The agreed-upon procedures report focused on the development agreement with Kalix. As a result of the procedures performed, it was determined that Kalix fell short of the minimum hour agreement, which resulted in a required payment of \$11,084.22 to the City of Minot. This is the third year in a row that a payment of this approximate amount has been required due to the findings reported by Brady Martz. Brady Martz has also been engaged to perform AUPs on development agreements with LPND1 and United Pulse Trading for 2023. The results of those procedures were not available at the time of this report.

SUPPORTING SERVICE CONTRACTS

The Minot Area Chamber EDC is a non-profit organization engaged by the City of Minot to assist with economic development. Its board of directors consists of volunteers from the local business community, representatives from the City of Minot, Ward County, Minot State University, Minot Air Force Base, and other public agencies with an interest in economic development.

The MAGIC Fund supported Chamber EDC through direct payments again in 2023 as it has for many years. The total amount of this support was \$608,770 in direct payments from the MAGIC Fund for economic development. In addition to this support, the MAGIC Fund also has a smaller service agreement with the Souris Basin Planning Council in the amount of \$15,000.

DENIED APPLICATIONS

The MAGIC Fund screening committee did not deny any applications in 2023. Note that going forward under the new guidelines the lead agency must believe an application "has merit" to move said application along.ⁱⁱ Because of this, there may be applications that are denied before getting to the screening committee. Accordingly, we will only be able to report on applications that are denied at the screening committee level.

FINANCIAL AND MANAGEMENT HEALTH OF THE MAGIC FUND

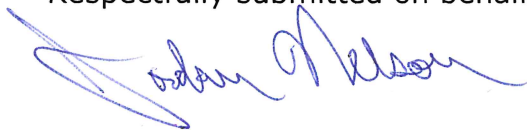
The "Sales Tax Economic Development" Fund (of which the MAGIC Fund is a subsect) has an end of year unrestricted cash position of \$7,937,221, and a total fund balance of \$10,644,260. In 2022 these numbers totaled \$8,736,242 and \$10,941,904 respectively. The slight decreases in both are largely due to increases in the reserve for loan losses, in which façade improvement loans were fully

reserved for during the year. The special revenue fund that houses the MAGIC fund has other activities flowing through it, and as such I cannot comment on those actions, however the MAGIC fund maintains a healthy cash position going into 2024.

I said this in my 2023 report, and I want to emphasize it again in 2024, as the chair of the committee, it is my foremost goal to ensure that all funds appropriated out of the MAGIC Fund are either paid back or forgiven as agreed at the time that these requests are formally approved. These dollars came into the fund courtesy of the taxpayers of our local trade area, and we need to ensure that we are good and trustworthy stewards of these dollars. At the same time, as community leaders I'd like to challenge everyone to work towards utilizing these dollars for the economic benefit of our community. Outside of the funds being utilized by Souris Basin, we only had one request for all of 2023. While there may be several reasons for this that have nothing to do with the MAGIC fund, the community doesn't really benefit from the funds sitting in the bank and not being deployed in ways that promote a healthy local economy. As much as I am not a morning person, I hope that we have a need for more than two meetings for 2024.

Lastly, I wanted to take a moment to discuss the guidelines that I believe have changed recently. Our board will need to get up to speed with these guidelines to ensure that we have a working understanding of the expectations and goals that those guidelines are striving for. It is also a great opportunity for our group to really zero in and target approved contributions toward the types of projects that net the best possible "wins" for our community.

Respectfully submitted on behalf of the MAGIC Fund Screening Committee,



Jordan Nelson, Chairman

ⁱ Economic Mood Improves, but Inflation Still Vexing Americans ([gallup.com](https://www.gallup.com))

ⁱⁱ Minot Area Growth By Investment And Cooperation Fund Guidelines as amended Dec. 18, 2023.

"If the lead agency believes that the application has merit, it may negotiate financial terms with the applicant to include performance and measurable benchmark standards."

MAGIC Fund Screening Committee Members as of December 2023

Professional	Employment	Original Appointment	Expiration of Term
Jordan Nelson, Chairman	Peoples State Bank of Velva	October 2021	June 2026
Labor			
Todd Harris	Logical Control Systems, LLC	June 2022	June 2025
Kevin Seehafer	Minot Plumbing & Heating	May 2022	April 2025
Business			
Todd Telin	KMOT/Fox TV	June 2022	June 2025
Trade Area			
Travis Mowbray	Mowbray & Son, Inc	December 2020	December 2023
Finance			
Dan Ternes	Sign D'zyn	September 2022	June 2025
Kelly Perrin	United Community Bank of ND	June 2021	June 2024

City of Minot, North Dakota
Balance Sheet
Sales Tax Economic Development
December 31, 2023
With Comparative Totals for December 31, 2022
(Preliminary & Unaudited)

		Dec 31, 2023	Dec 31, 2022
ASSETS			
Current Assets			
Cash and Investments		\$ 7,937,221	\$ 8,736,242
Restricted Cash and Investments			
SBPC PACE Revolving Loan Fund for Interest Buydowns	\$ 733,153		
Visit Minot Tourism Recovery & Resilience	94,968		
Total Restricted Cash and Investments		828,121	735,489
Intergovernmental Receivable		116,208	155,387
Current Loans Receivable			
Cypress Development		539,850	539,850
Kalix		25,200	12,600
LPND1		626,000	313,000
Stevens Welding		25,714	25,714
United Pulse Trading		53,846	-
Hot Switch Heating Systems, LLC		71,795	-
Allowance for Loans Receivable @ 20%		(2,655,075)	(1,896,404)
Total Current Assets		7,568,880	8,621,878
Noncurrent Assets			
Loans Receivable			
Cypress Development		1,000,000	1,000,000
Kalix		-	12,600
LPND1		939,000	1,252,000
Mouse River Players		63,998	63,998
Bradley 5 Properties, LLC		100,000	-
Stevens Welding		102,857	102,857
United Pulse Trading		215,385	-
Hot Switch Heating Systems, LLC		143,590	-
JK Hurt Rentals, LLC		100,000	-
Auslander, LLC		180,000	-
S-J One Eleven, LLC		145,987	-
Margie's Art Glass Studio		84,563	-
Total Noncurrent Assets		3,075,380	2,431,455
Total Assets		<u>\$ 10,644,260</u>	<u>\$ 11,053,333</u>
LIABILITIES			
Accounts Payable		\$ -	\$ 111,429
Total Liabilities		<u>-</u>	<u>111,429</u>
FUND BALANCE			
Committed for MAGIC Fund		\$ 6,763,200	\$ 8,053,115
Committed for City Economic Development		3,881,060	2,888,789
Total Fund Balance		<u>10,644,260</u>	<u>10,941,904</u>
Total Liabilities and Fund Balance		<u>\$ 10,644,260</u>	<u>\$ 11,053,333</u>

City of Minot, North Dakota
Schedule of Revenues, Expenditures and Changes in Fund Balance, Budget to Actual
Special Revenue Fund
December 31, 2023
With Comparative Totals for December 31, 2022
(Preliminary & Unaudited)

	Sales Tax Economic Development				
	Original Budgeted Amounts	Final Budgeted Amounts	Dec 31, 2023 Actual Amounts	Variance with Final Budget	Dec 31, 2022 Actual Amounts
REVENUES					
Sales tax collections	\$ 1,650,000	\$ 1,650,000	\$ 1,983,048	\$ 333,048	\$ 1,919,126
Intergovernmental	-	55,350	-	(55,350)	-
Interest income	-	-	382,422	382,422	78,671
Rents and royalties	-	-	1,000	1,000	-
Miscellaneous	-	-	336,494	336,494	720,545
Total revenues	1,650,000	1,705,350	2,702,964	997,614	2,718,342
EXPENDITURES					
Current					
Auditors	-	-	950	(950)	1,500
Consultants	1,426,583	1,194,583	652,791	541,792	554,898
Banking and credit card fees	-	-	60	(60)	50
Department supplies and materials	-	-	-	-	8
Books and subscriptions	-	-	4,500	(4,500)	4,500
Community contributions	-	2,451,501	1,705,186	746,315	1,028,119
Total expenditures	1,426,583	3,646,084	2,363,487	1,282,597	1,589,075
Excess (deficiency) of revenues over (under) expenditures	223,417	(1,940,734)	339,477	2,280,211	1,129,267
OTHER FINANCING SOURCES (USES)					
Transfers out	(223,417)	(590,836)	(637,121)	(46,285)	(228,540)
Total other financing sources (uses)	(223,417)	(590,836)	(637,121)	(46,285)	(228,540)
Net change in fund balance	\$ -	\$ (2,531,570)	(297,644)	\$ 2,233,926	900,727
Fund balance, January 1			10,941,904		10,041,177
Fund balance, December 31			<u>\$ 10,644,260</u>		<u>\$ 10,941,904</u>

NDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

City of Minot
515 2nd Ave SW
Minot, ND 58701-3854

Minot Vocational Adjustment Workshop, Inc. dba Kalix
P.O. Box 1030
Minot, ND 58702-1030

We have performed the procedures enumerated below on the accounting records and transactions, in accordance with the Development Agreement between Minot Vocational Adjustment Workshop, Inc. dba Kalix and the City of Minot, dated June 3, 2014, for the period of June 1, 2022 to May 31, 2023. Kalix's management is responsible for the accounting records and transactions.

The City of Minot has agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose with respect to the accounting records and transactions. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and associated findings are as follows:

- From the payroll summary report and review of employee timecards for all employees who coded time to the recycling department from June 1, 2022 to May 31, 2023, we determined if:
 - The employees' I-9 was properly completed.
 - The employees' W-4 was properly completed.
 - Payroll data existed to support hours worked per employee.

No exceptions were noted as a result of the procedures performed.

- We performed verification testing to determine if Minot Vocational Adjustment Workshop, Inc. dba Kalix met the minimum hour commitment (30,000) from June 1, 2022 to May 31, 2023 as specified in the Development Agreement by:
 - Reviewing timecard detail and payroll reports generated from Kalix's payroll software for employees who coded time to the recycling department to determine the number of hours worked in the recycling department for the year.
 - Tracing timecard detail to hours reported on actual paystubs for ten percent of employees who coded time to recycling for six pay periods (two selected).
 - Reviewing hour allocations made by management for those employees who work in multiple departments to determine if the allocations were performed properly.

We calculated total hours worked in the recycling department to be 3,609. This results in a required payment of \$11,084.22 (\$0.42 per hour under the 30,000 requirement), to be paid by Minot Vocational Adjustment Workshop, Inc. dba Kalix, to the City of Minot.

We were engaged by the City of Minot to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an audit or review, the objective of which would be the expression of an opinion or conclusion. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of Kalix and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the use of the City of Minot and Minot Vocational Adjustment Workshop's management and Board of Directors and is not intended to be and should not be used by anyone other than these specified parties.



BRADY, MARTZ & ASSOCIATES, P.C.
MINOT, NORTH DAKOTA

January 25, 2024



TO: Mayor
Members of the City Council

FROM: Harold Stewart, City Manager

DATE: April 1, 2024

SUBJECT: 2023 Citizen Satisfaction Survey Report and Presentation.

I. RECOMMENDED ACTION

No action required.

II. DEPARTMENT CONTACT PERSONS

Harold Stewart, City Manager 857-4750

III. DESCRIPTION

Background

The consultant, The ETC Institute, has concluded the 2023 Citizen Satisfaction Survey and will be presenting the report to the City Council. This is the second survey completed, with the first being conducted in 2021, and allows staff and Council to compare results and measure effectiveness of policy decisions and investments. It is the goal of staff to use these results to develop goals and priorities for service delivery as part of the FY 2025 and FY 2026 Budgets.

Jason Morado from The ETC Institute will review the survey results and how it compares with other communities they conduct survey work for (as of the writing of the memo and preparation of the Council packet staff does not have a copy of the presentation). Staff will then provide a presentation outlining key findings and observations from the survey. Staff's presentation will not provide specific recommendations or proposed changes at this time, but will prepare more specific recommendations for Council consideration as part of the FY 2025 Budget development process.

IMPACT:

Strategic Impact:

Data from the survey will assist Council and Staff in developing strategic strategies for the community and the organization.

Service/Delivery Impact:

Impacts will occur as Council and Staff implement changes and adaptations resulting from the survey findings.

Fiscal Impact:

Fiscal impact will be determined through the upcoming budget process.

V. CITY COUNCIL ASPIRATIONS

The implementation of survey results potentially impacts all Council aspirations.

VI. ALTERNATIVES

N/A

VII. TIME CONSTRAINTS

No time constraints.

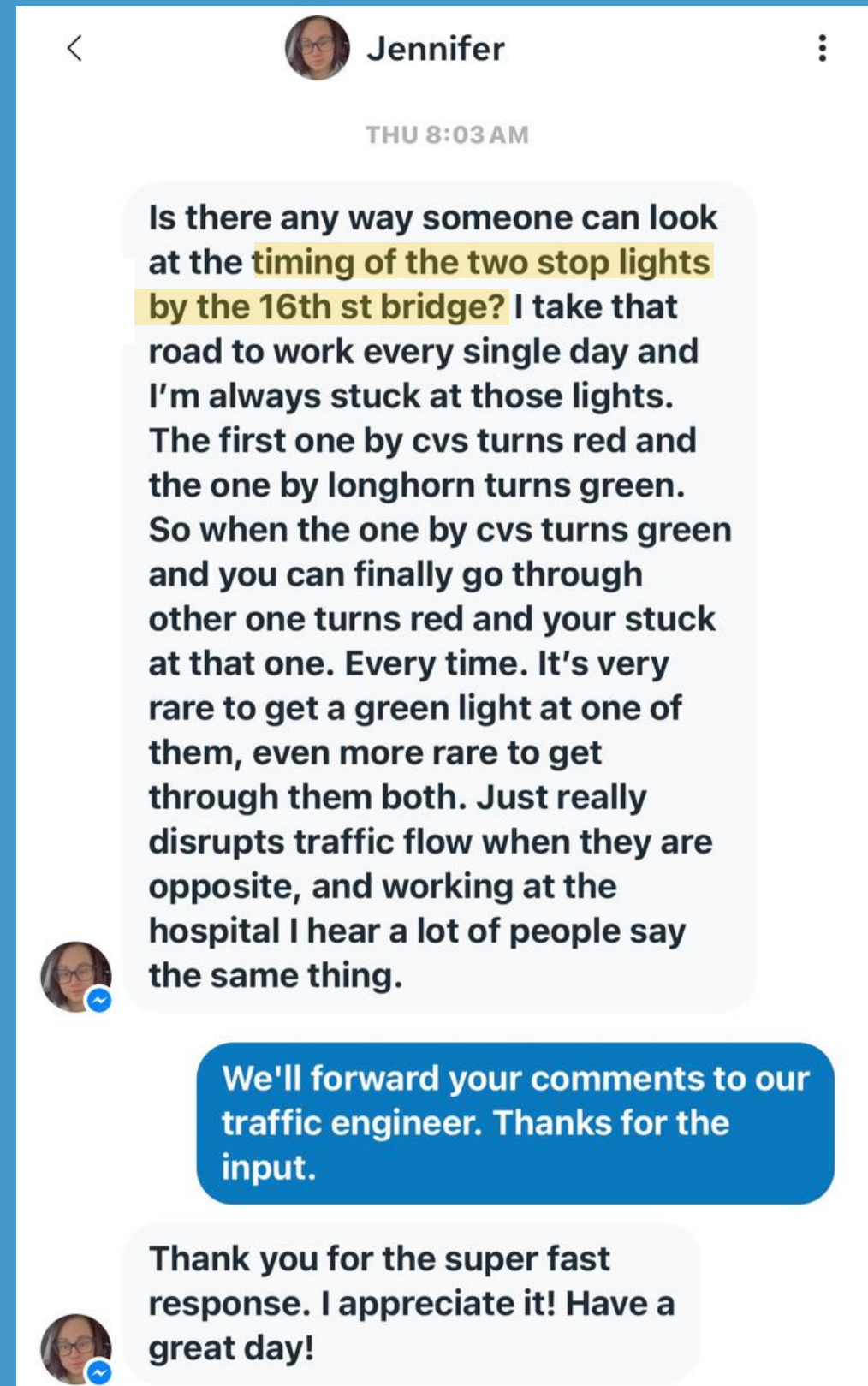
VIII. LIST OF ATTACHMENTS

- A. Copy of the Staff PowerPoint presentation
- B. Copy of the 2023 Minot Survey Report
- C. Copy of the Minot Survey Comments



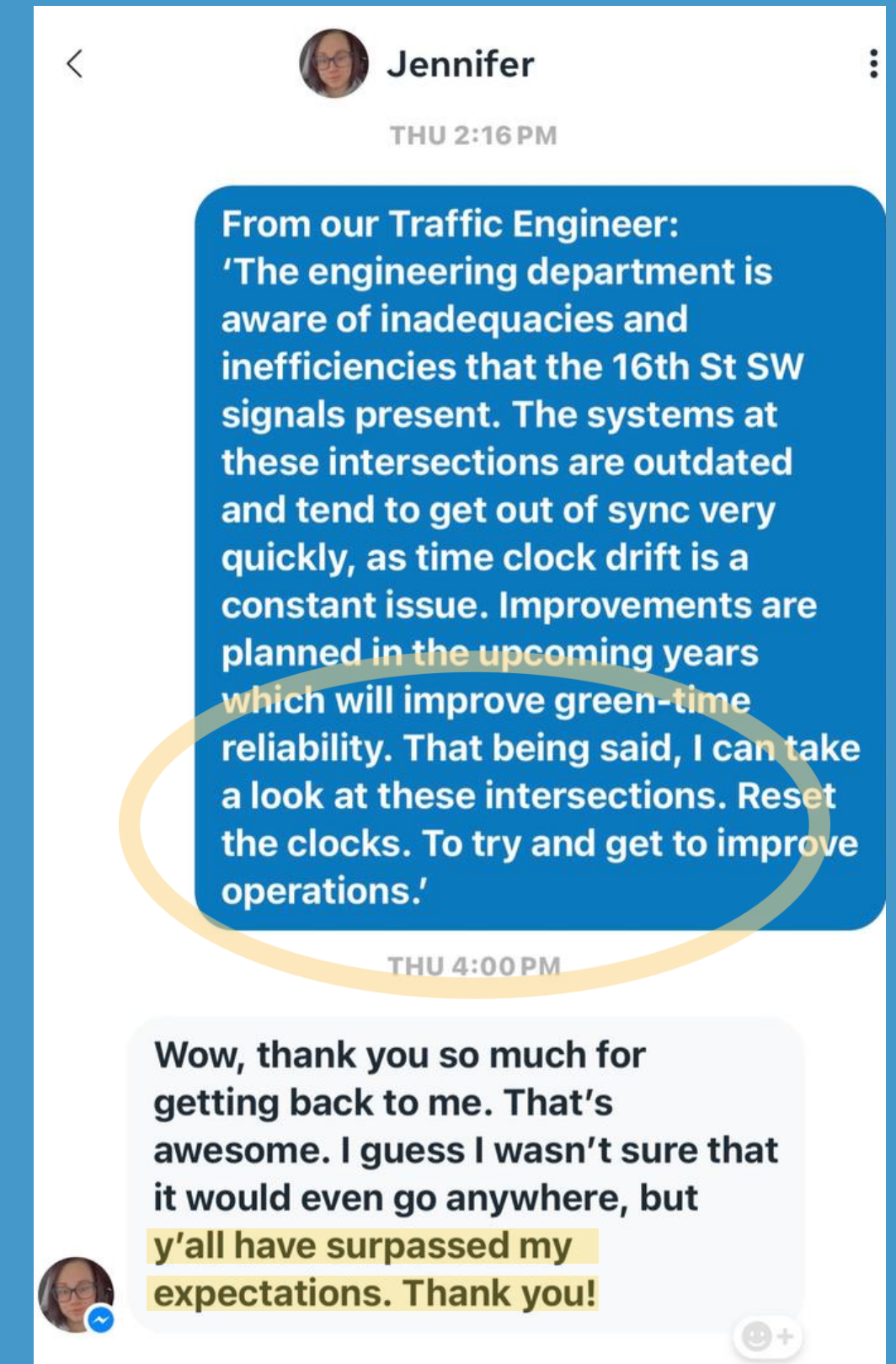
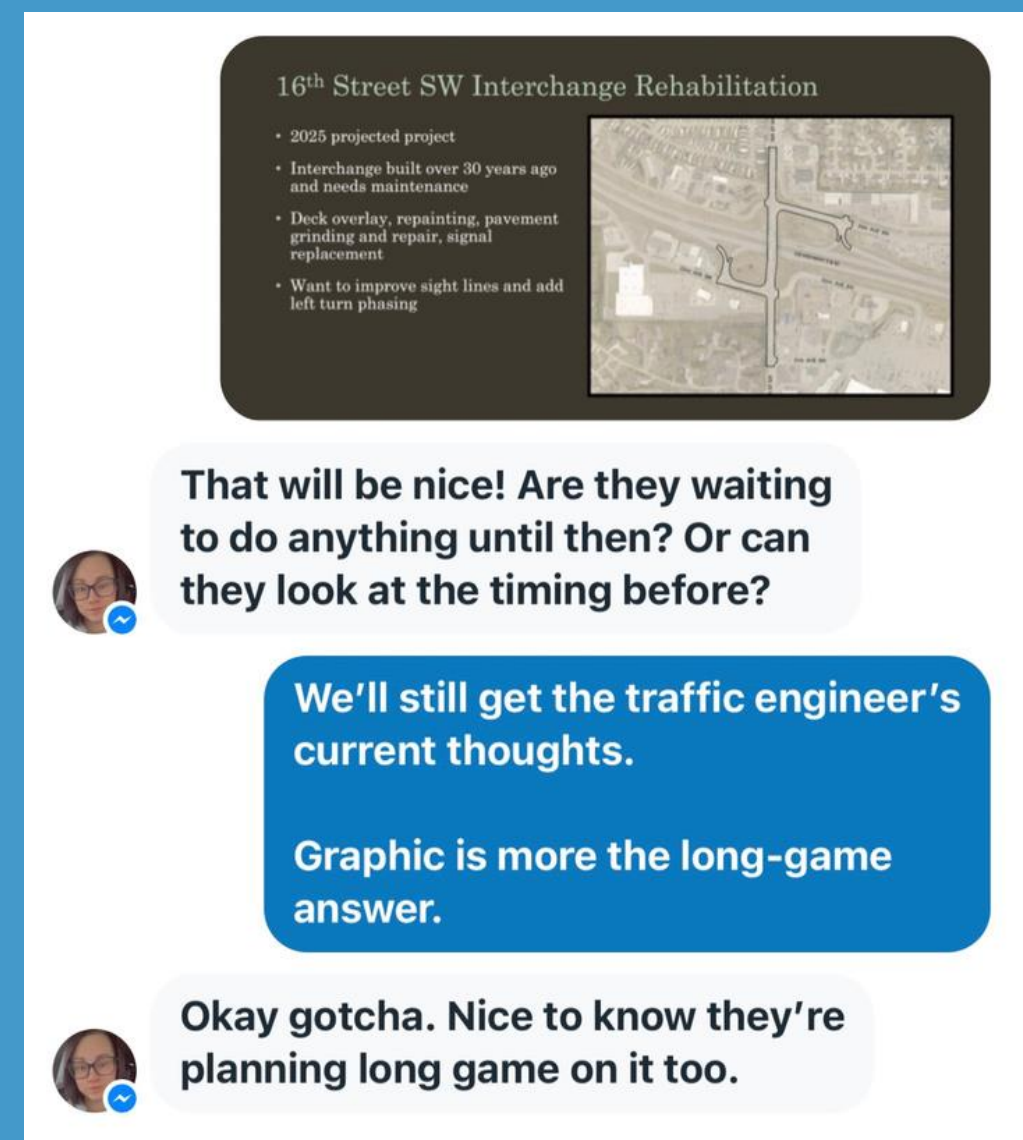
CITIZEN SATISFACTION SURVEY

CITY STAFF REVIEW & GOALS



City of Minot

North Dakota



CONDUCTING A SURVEY IS A LISTENING EXERCISE.

WHICH PART SPEAKS TO YOU? WHICH PART CAN YOU IMPROVE? WHERE DOES YOUR RIPPLE EFFECT START?

DYNAMIC & FLOURISHING

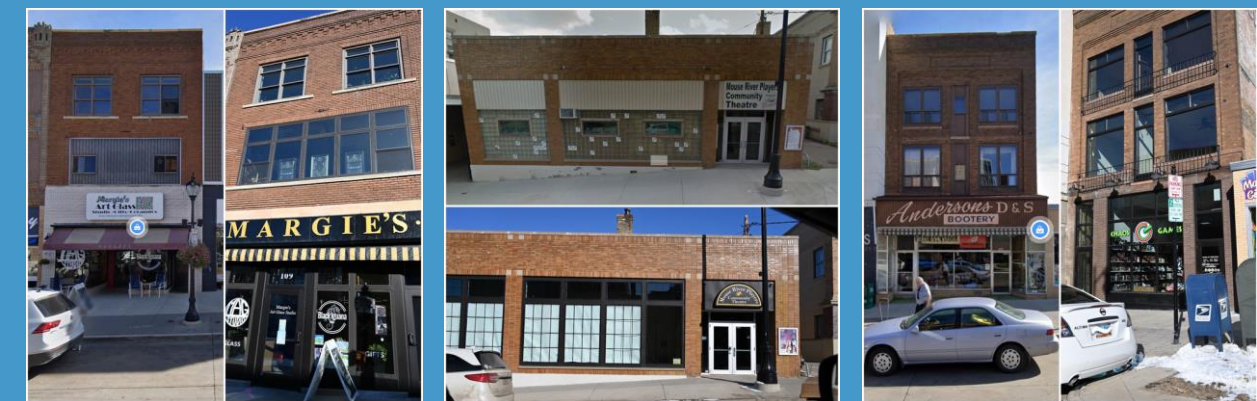
- MINOT IS A THRIVING AND VIBRANT COMMUNITY, BUILT ON A SPIRIT OF SHARING STRENGTHS
- COMMITTEE TO BEING ADAPTABLE AND READY FOR STRATEGIC GROWTH AND MAKING SUCCESSFUL INVESTMENTS IN TARGETED PARTNERSHIPS



MINOT'S DOWNTOWN FACADE PROGRAM WAS NAMED A MAIN STREET AWARD WINNER BY GOV. DOUG BURGUM



BEFORE & AFTER PHOTOS OF COMPLETED PROJECTS:



Downtown Quality
PAGE 3 | QUESTION 1

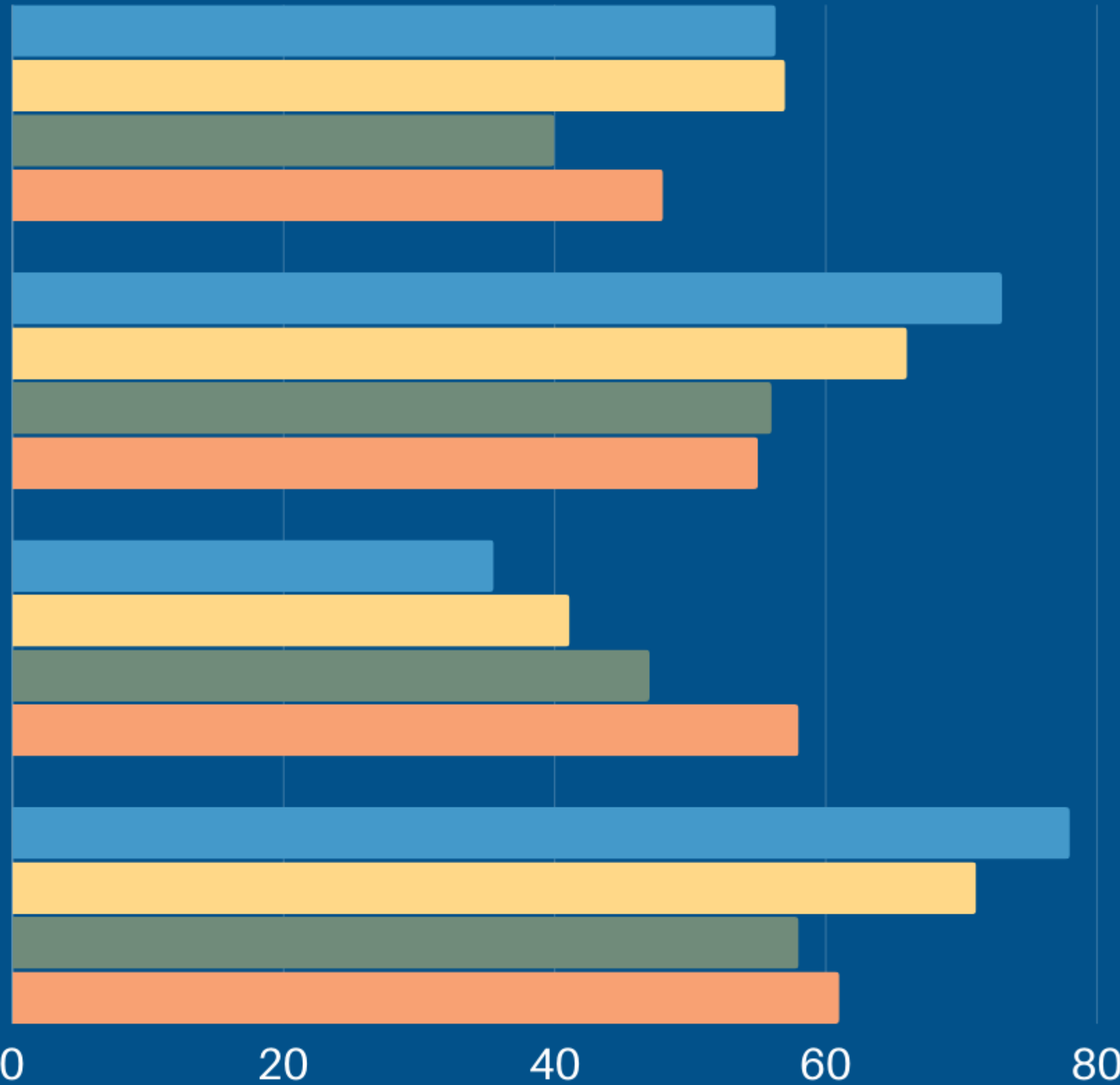
As a Place to Live
PAGE 5 | QUESTION 2

As a Place to Visit
PAGE 5 | QUESTION 2

As a Place to Raise Kids
ABOVE 70% BUT FALLING
PAGE 5 | QUESTION 2

Things we are doing well:

2021 2023 Regional National



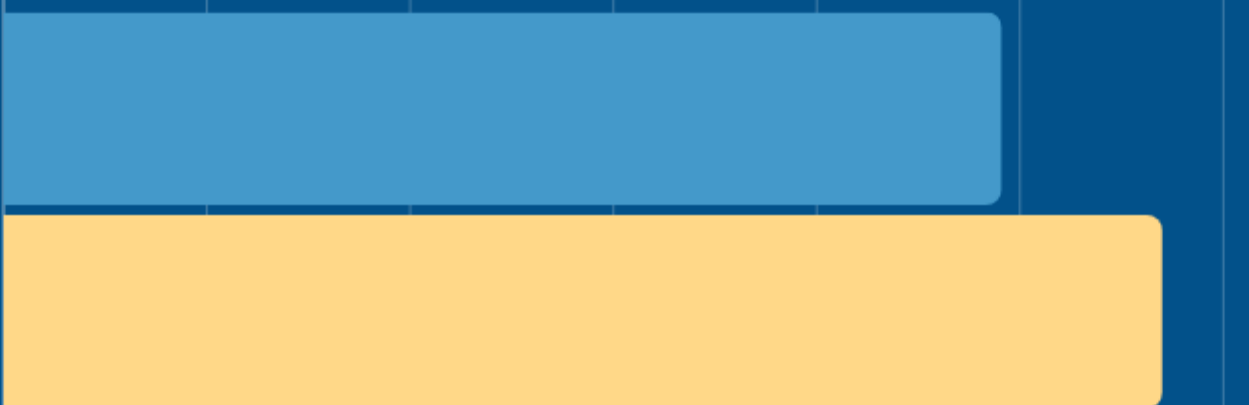
Things we are doing well:

2021 2023

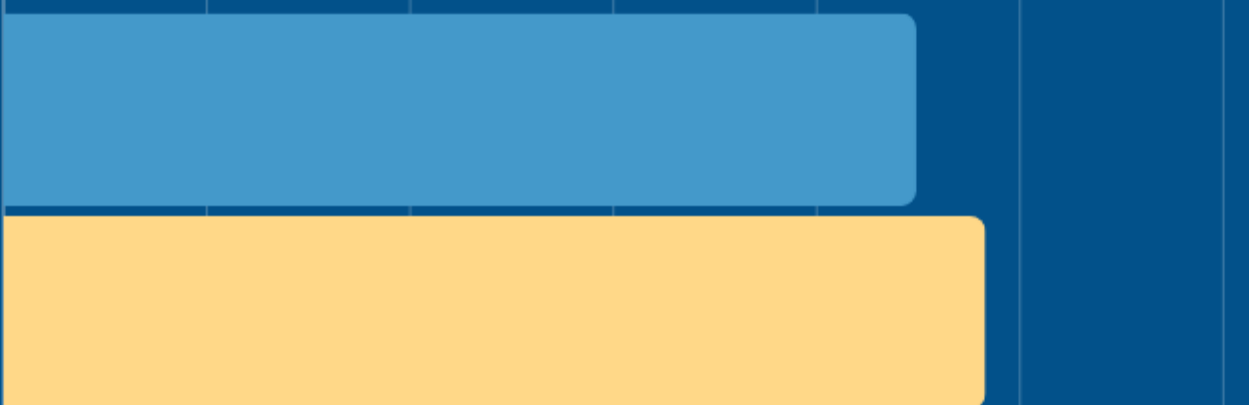
Flood Protection
PAGE 21 | QUESTION 13



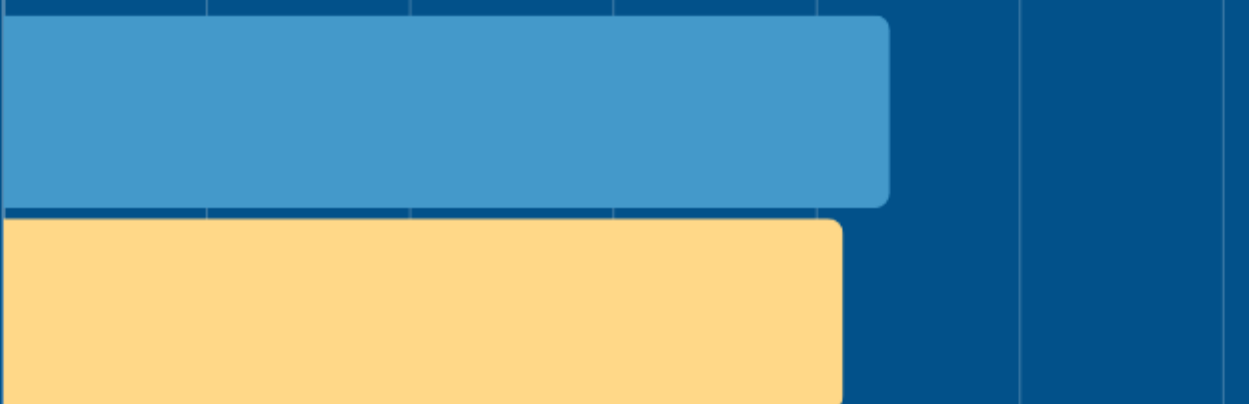
Stormwater
PAGE 21 | QUESTION 13



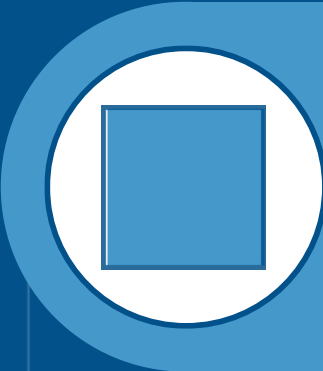
Sidewalks
PAGE 21 | QUESTION 13



Street Condition
PAGE 21 | QUESTION 13



0 10 20 30 40 50 60



RESILIENT & PREPARED

- BE PROACTIVE AND PLAN FOR INFRASTRUCTURE, EQUIPMENT AND CAPITAL PROJECTS
- FOCUS ON SPEEDING UP FLOOD CONTROL PROJECT (12 YEARS)
- MINOT IS READY TO MEET THE CHALLENGES AND OPPORTUNITIES OF THE FUTURE

STORMWATER



NEAR MALL:
BEFORE & AFTER



NEAR UNIVERSITY:
BEFORE & AFTER

FLOOD PROTECTION



4TH AVE NE | 2021



WTP | 2017

SAFE & WELCOMING

- INCREASE COMMUNITY ENGAGEMENT TO INCREASE DIVERSITY & INCLUSION
- MAINTAIN A CONSTANT AND ACCURATE FLOW OF INFORMATION FROM THE CITY
- MAINTAIN CURRENT LEVELS OF PUBLIC SAFETY (EVEN IF MORE RESOURCES ARE REQUIRED)
- MINOT IS A CARING COMMUNITY WHERE PEOPLE FEEL SAFE AND ENGAGED, WITH OPPORTUNITIES TO CELEBRATE OUR HISTORIES AND DIVERSE IDENTITIES.



Things we are doing well:

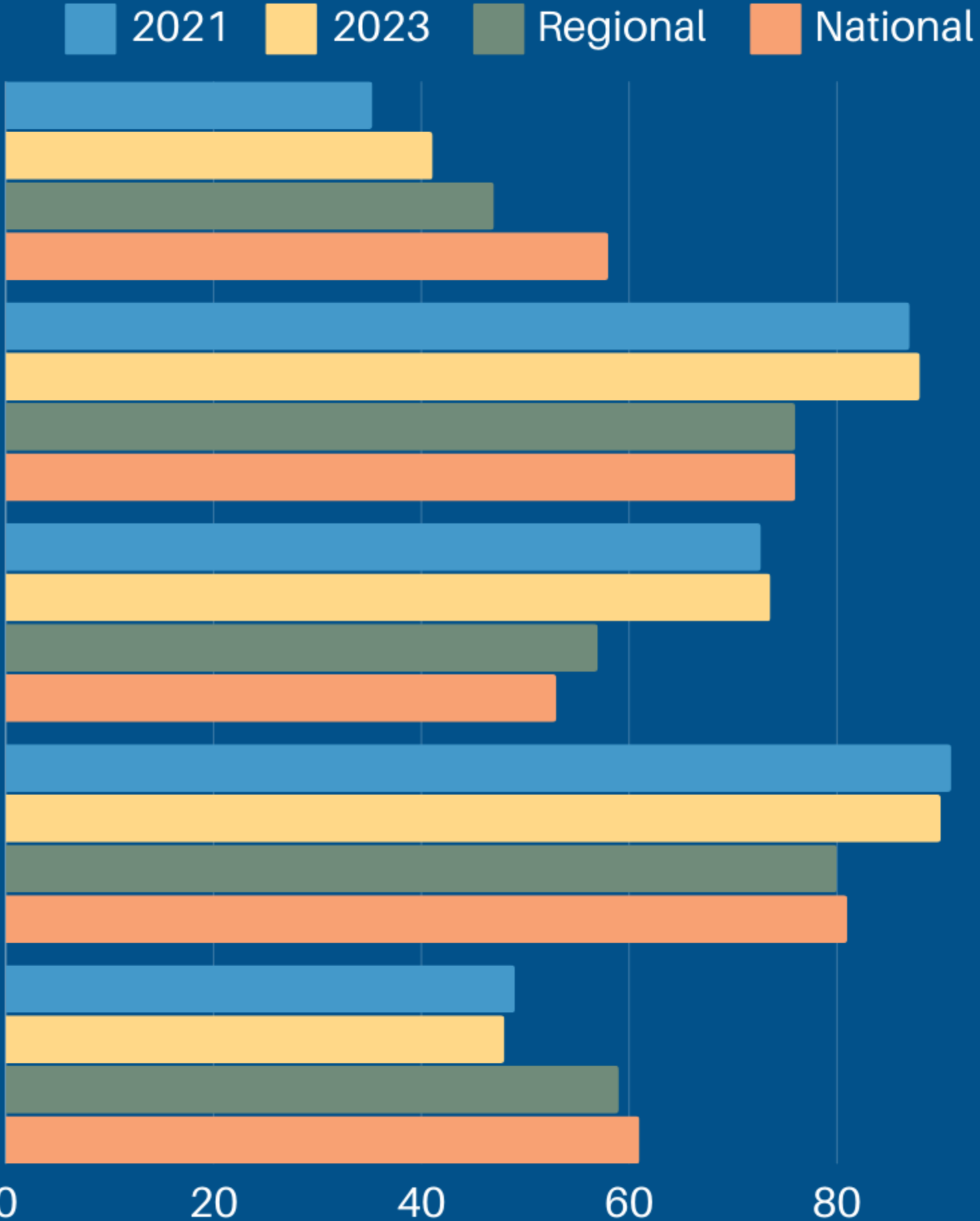
Place to Visit
PAGE 3 | QUESTION 1

Fire Friendliness
PAGE 9 | QUESTION 5

Police Service Quality
PAGE 21 | QUESTION 13

Daytime Walk
PAGE 13 | QUESTION 7
NEIGHBORHOOD AREAS

After Dark Walk
PAGE 13 | QUESTION 7
NEIGHBORHOOD AREAS



Things we are doing well:

2021 2023 Regional



EXCELLENT & CONNECTED

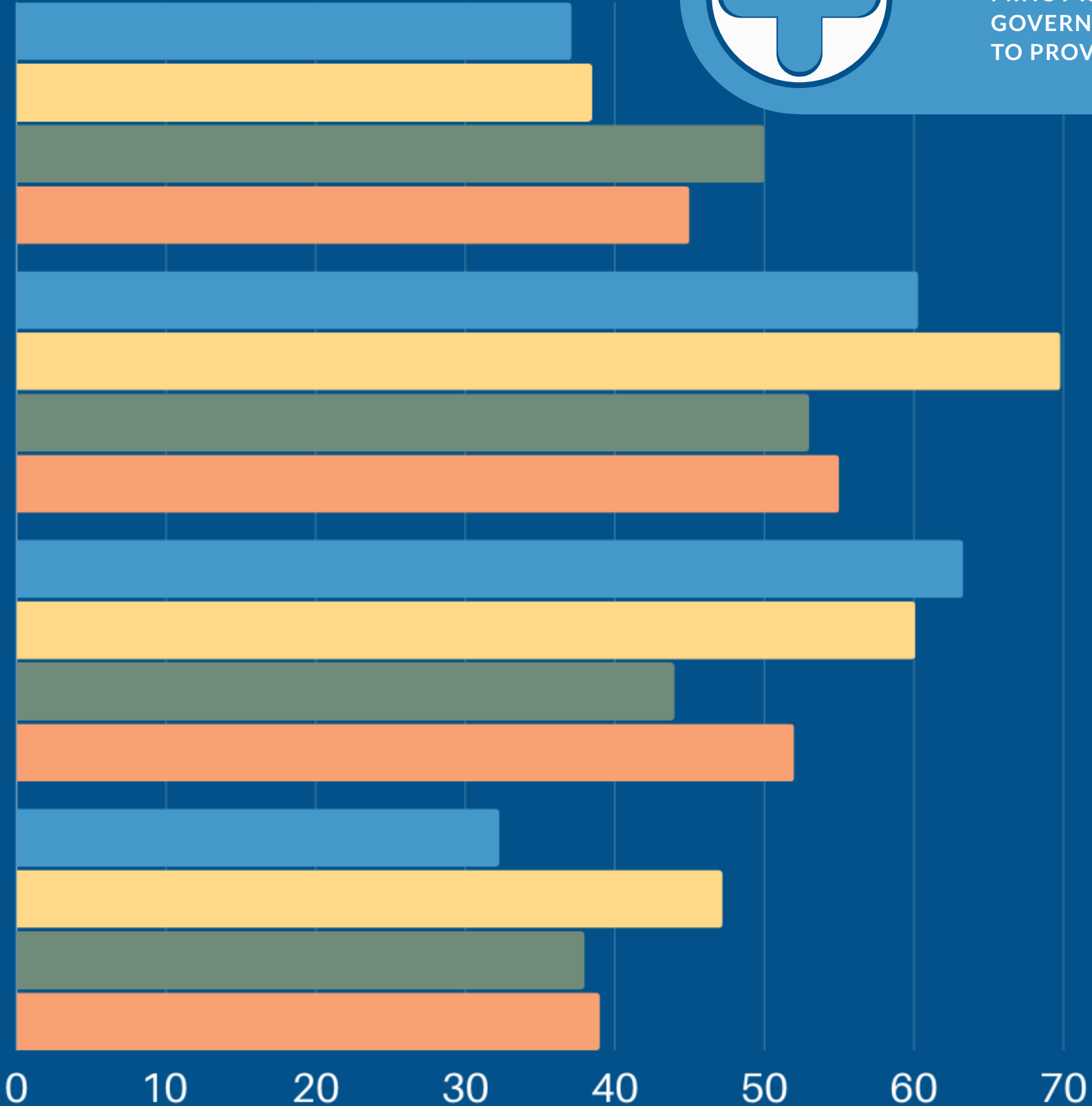
• MINOT IS AN INNOVATIVE, PROFESSIONAL, FISCALLY RESPONSIBLE CITY GOVERNMENT THAT WORKS COLLABORATIVELY WITH RESIDENTS AND PARTNERS TO PROVIDE COMMUNITY LEADERSHIP AND DELIVER HIGH QUALITY SERVICES.

Flow of Traffic
PAGE 7 | QUESTION 3

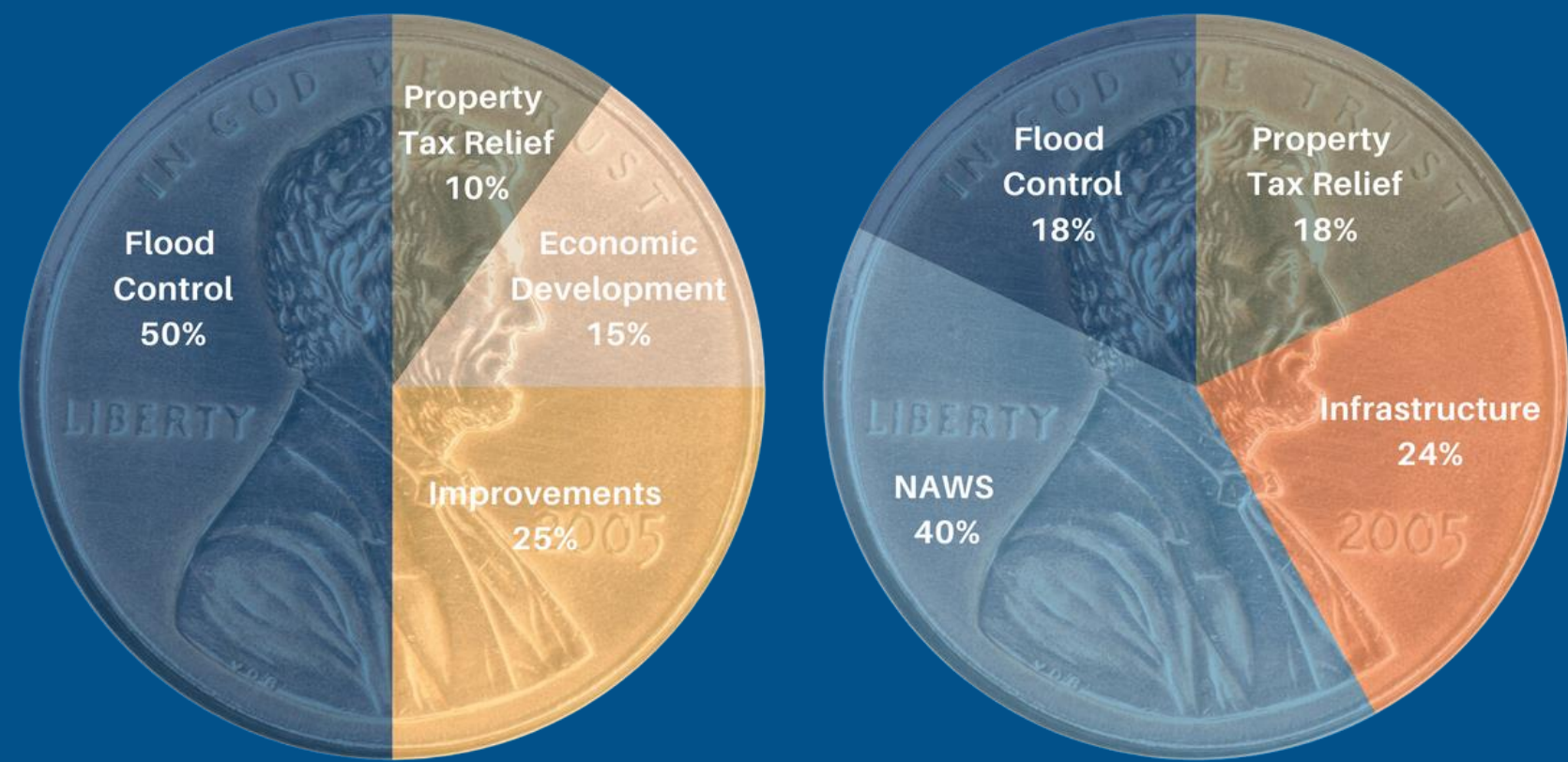
Solid Waste

Water & Sewer

Quality of Social Media
PAGE 27 | QUESTION 19



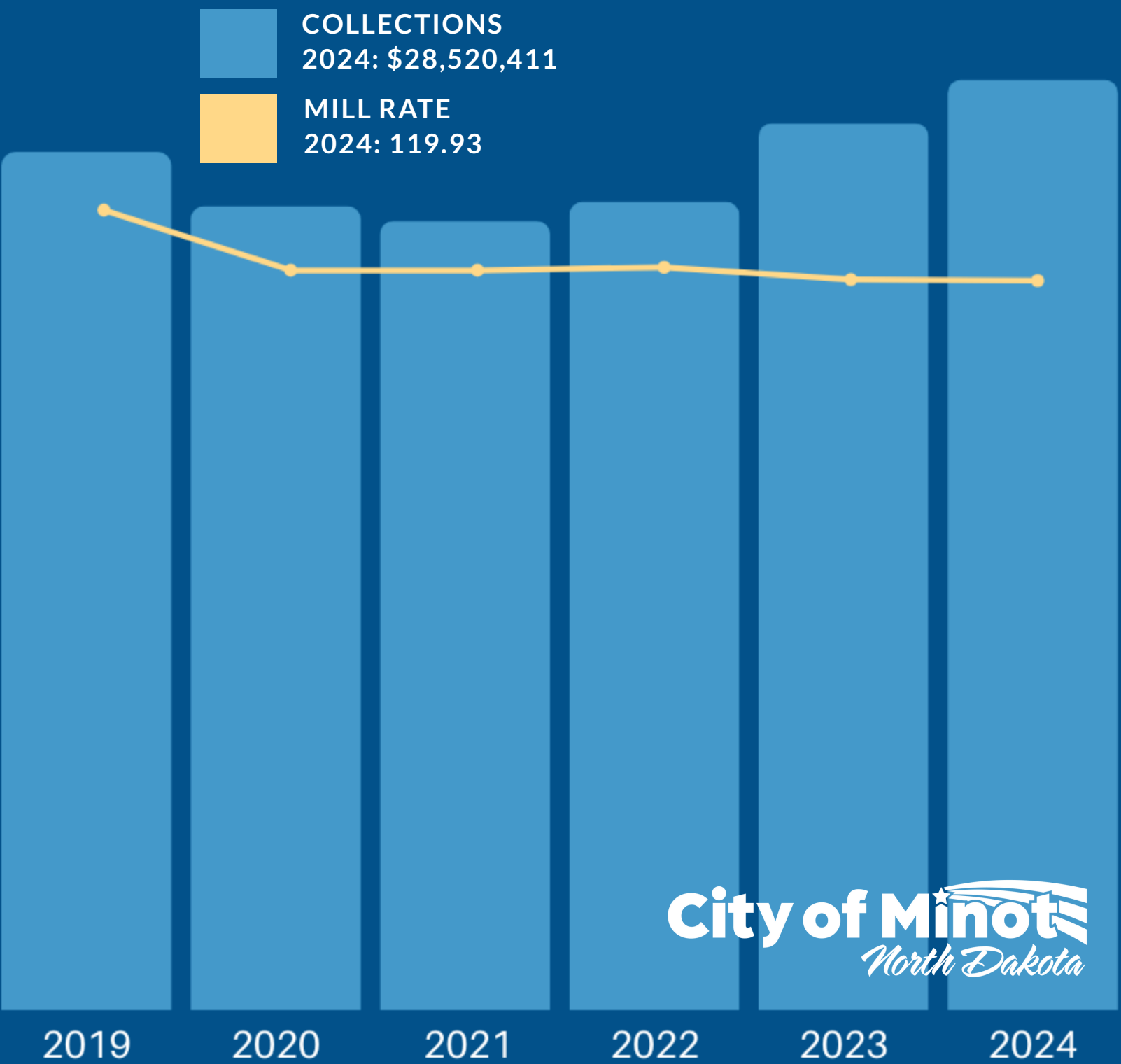
Sales Tax:



EXCELLENT & CONNECTED

• MINOT IS AN INNOVATIVE, PROFESSIONAL, FISCALLY RESPONSIBLE CITY GOVERNMENT THAT WORKS COLLABORATIVELY WITH RESIDENTS AND PARTNERS TO PROVIDE COMMUNITY LEADERSHIP AND DELIVER HIGH QUALITY SERVICES.

Property Tax:





EXCELLENT & CONNECTED

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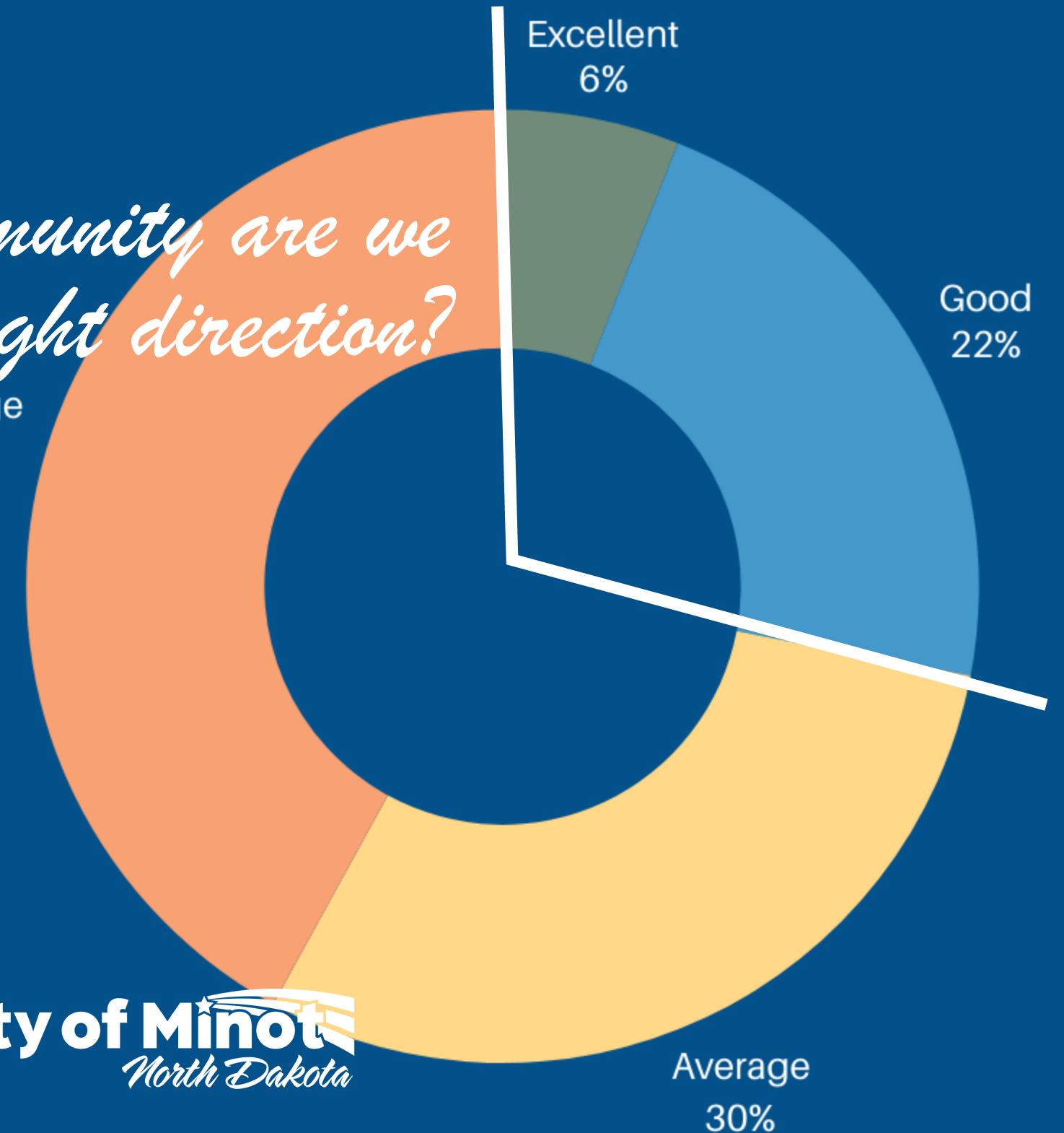


... as a community are we moving in the right direction?

Below Average
42%



City of Minot
North Dakota



459 RESPONSES



SPECIFIC SUGGESTIONS

459 RESPONSES



DYNAMIC & FLOURISHING

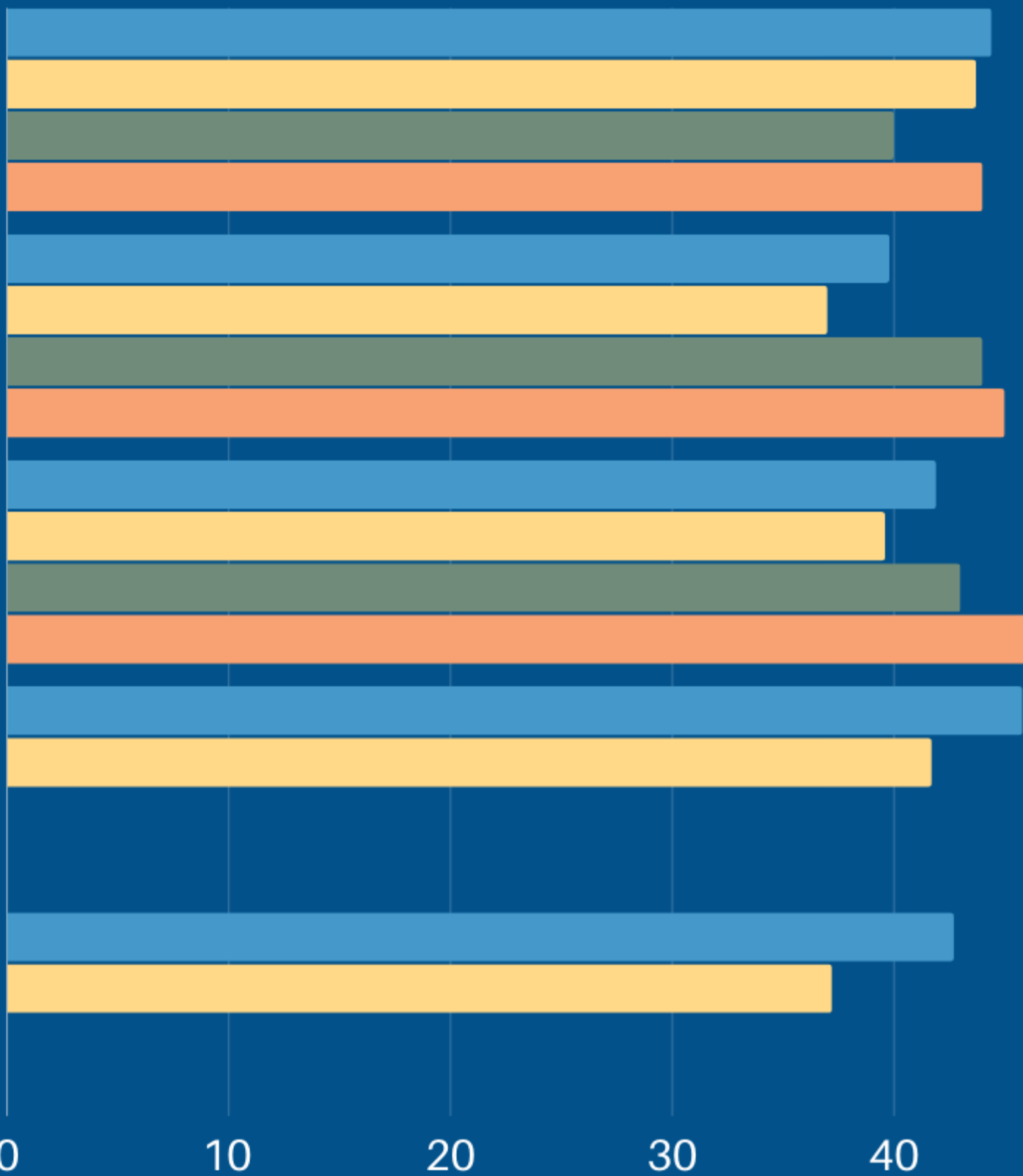
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- COMMITTEE TO BEING ADAPTABLE AND READY FOR STRATEGIC GROWTH AND MAKING SUCCESSFUL INVESTMENTS IN TARGETED PARTNERSHIPS



Priorities to work on: CODE ENFORCEMENT

2021 2023 Regional National

- Maintenance of residential property
- Clean-up of trash & litter on residential
- Maintenance of commercial property
- Enforcement of residential building codes
- Enforcement of building codes



PAGE 17 | QUESTION 10

Priorities to work on:

CITY STREETS

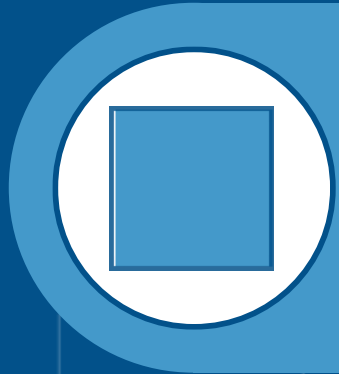
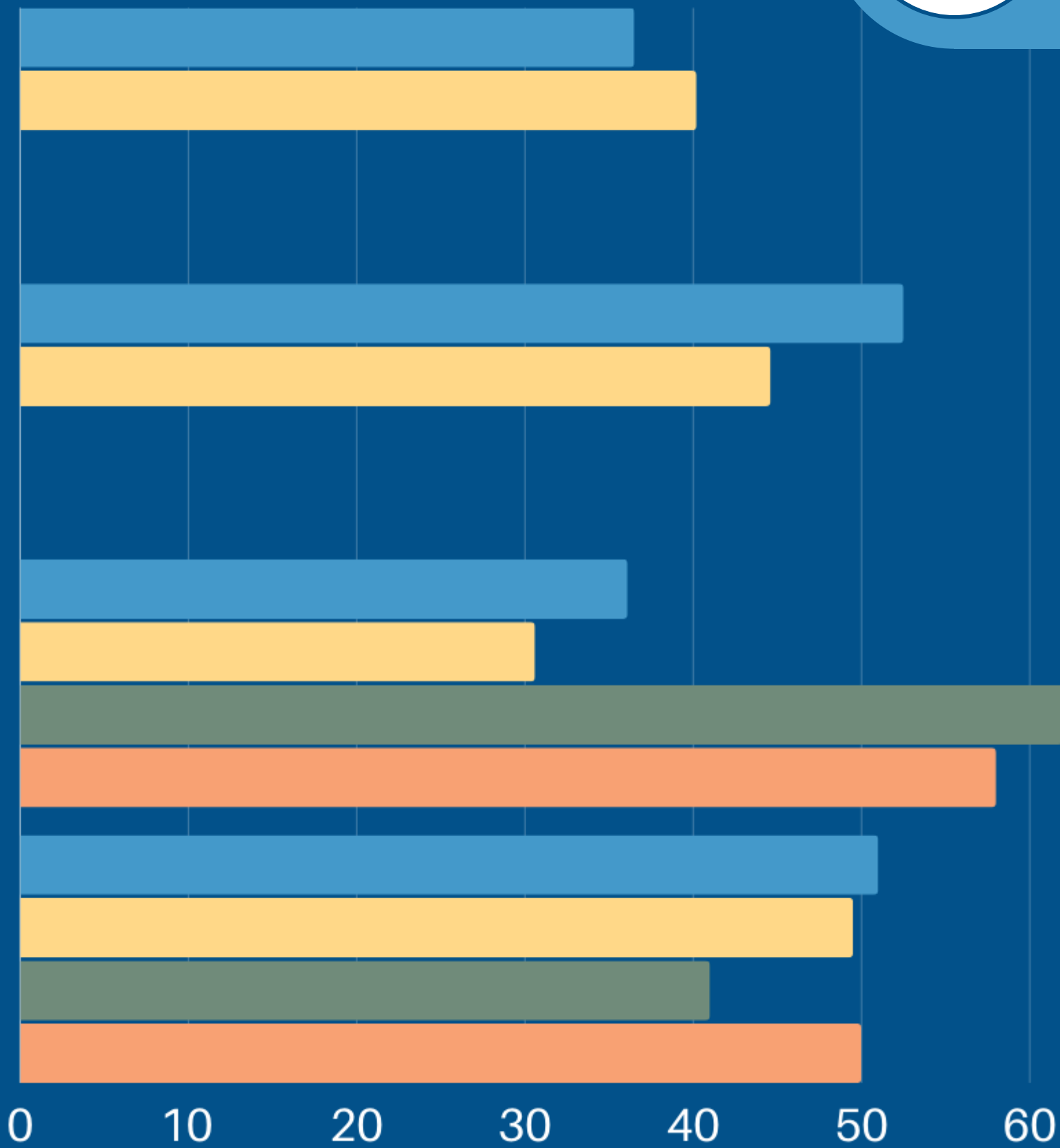
2021 2023 Regional

Traffic flow

Shared use paths
PAGE 21 | QUESTION 13

Snow removal

Street condition



RESILIENT & PREPARED

- BE PROACTIVE AND PLAN FOR INFRASTRUCTURE, EQUIPMENT AND CAPITAL PROJECTS
- FOCUS ON SPEEDING UP FLOOD CONTROL PROJECT (12 YEARS)
- MINOT IS READY TO MEET THE CHALLENGES AND OPPORTUNITIES OF THE FUTURE

< **Minot Whiners & Complainers 2.0** Sherry · Dec 27, 2023 · 📷

UPDATE: The City of Minot was quick to repair this the same day I posted this! I greatly appreciate our people!



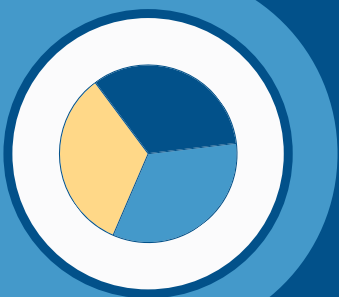
STREET PRIORITIES

CHOOSE 3 PRIORITIES OVER NEXT 5 YEARS | 1268 RESPONSES | QUESTION 14 | PAGE 22



SAFE & WELCOMING

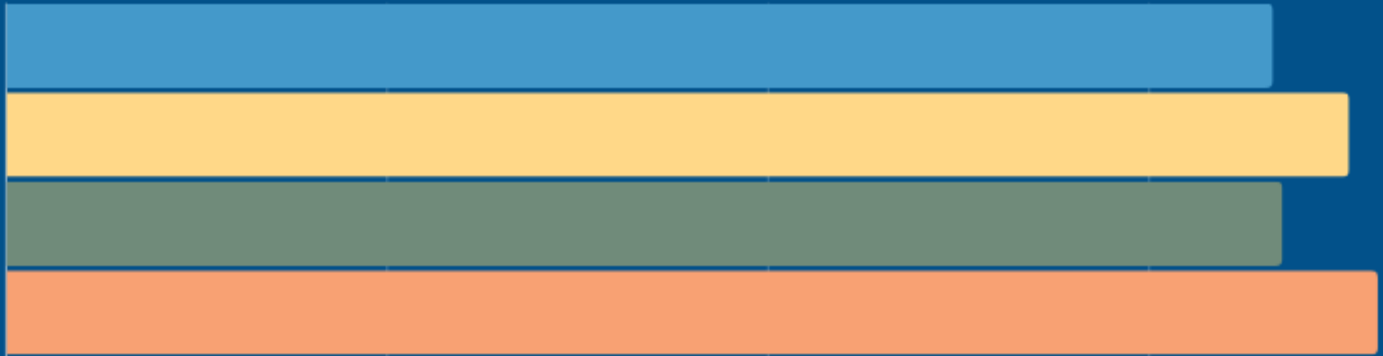
- INCREASE COMMUNITY ENGAGEMENT TO INCREASE DIVERSITY & INCLUSION
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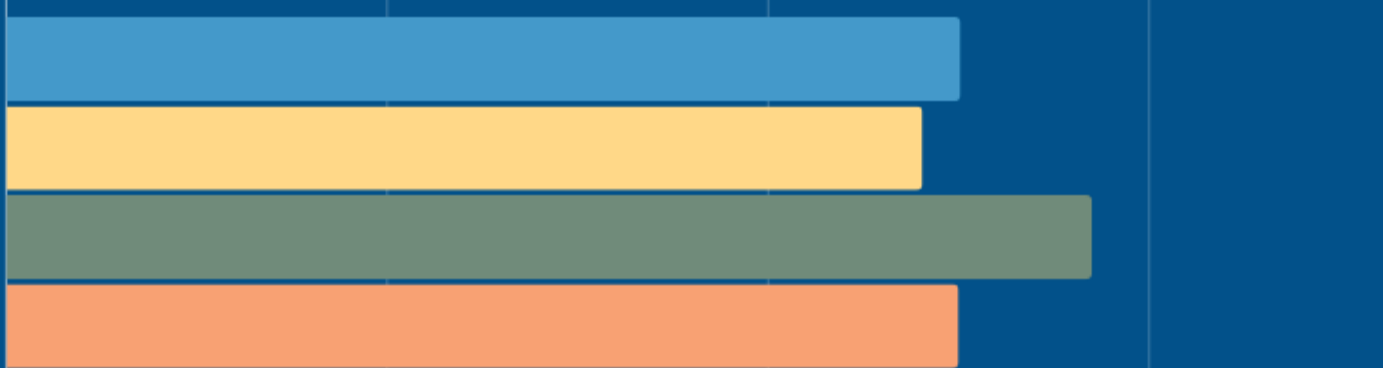
Priorities to work on: PUBLIC SAFETY

2021 2023 Regional National

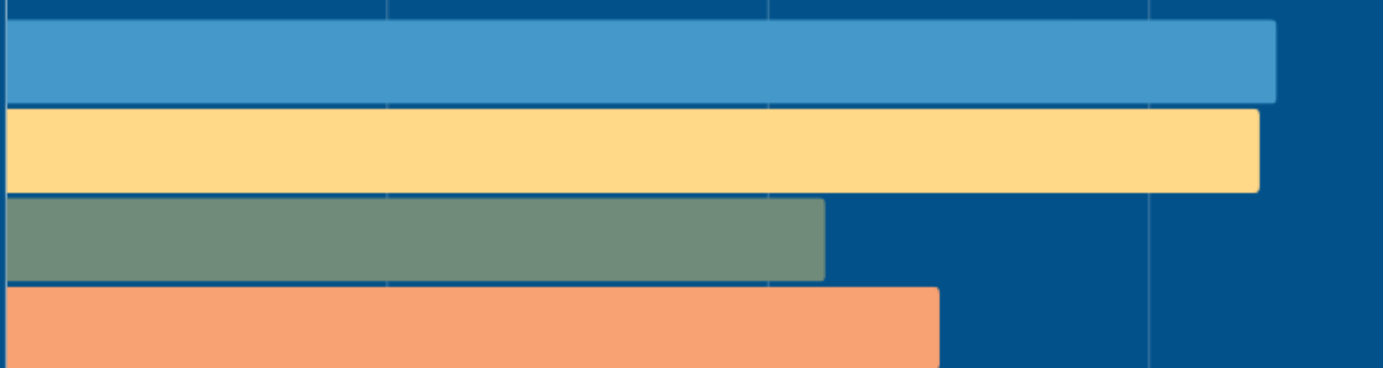
How quickly PD responds



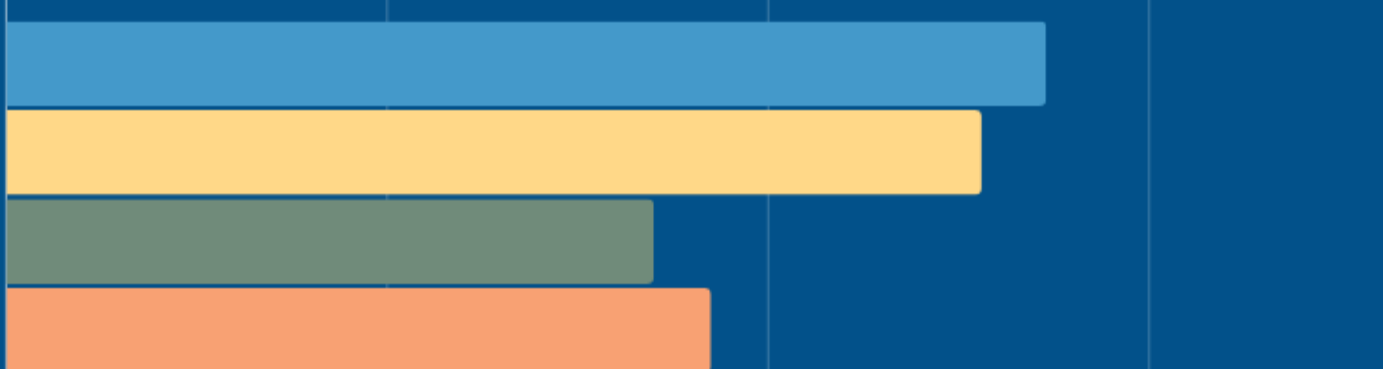
Traffic law enforcement



Fire Safety education



PD education programs



0 20 40 60

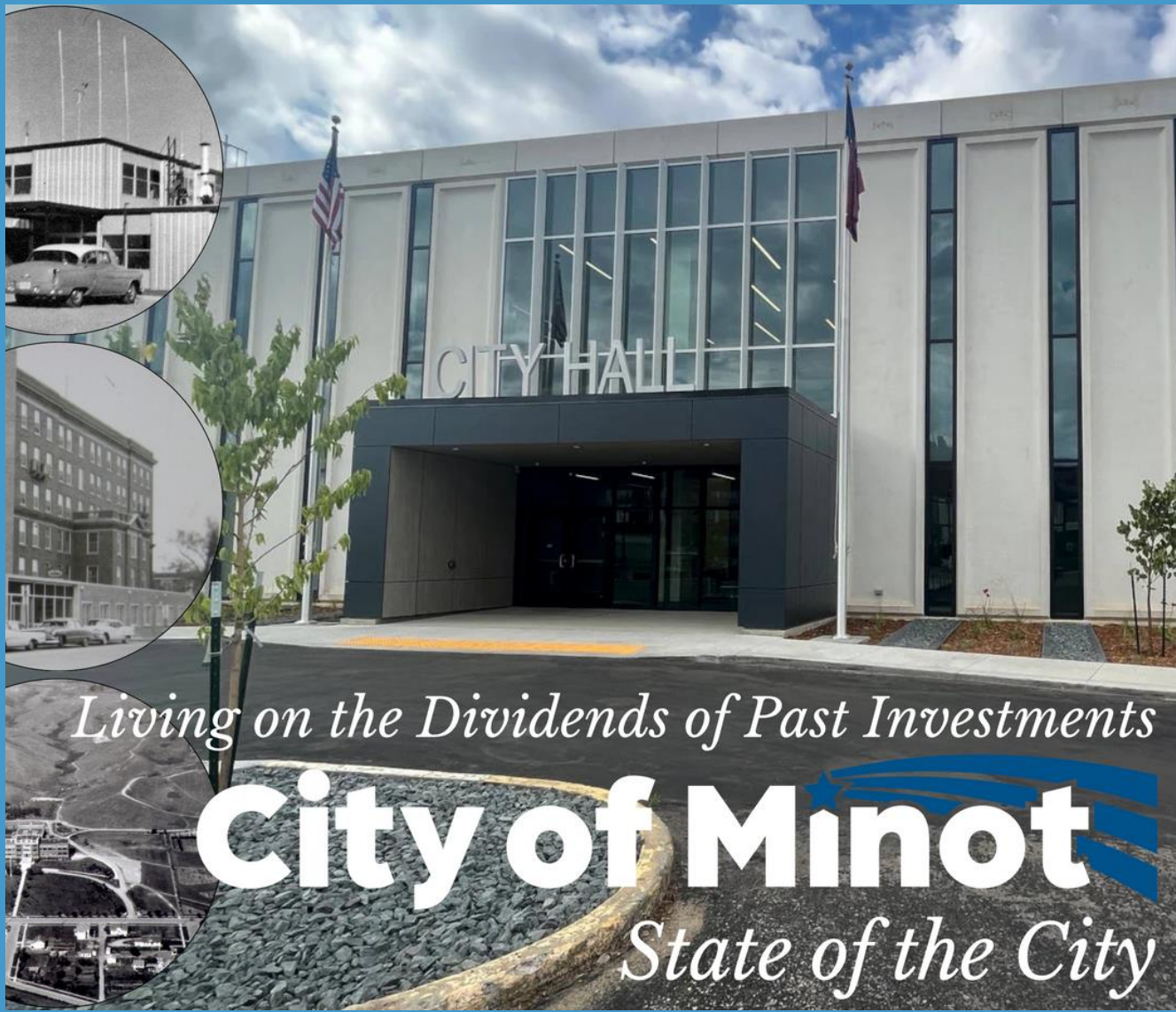
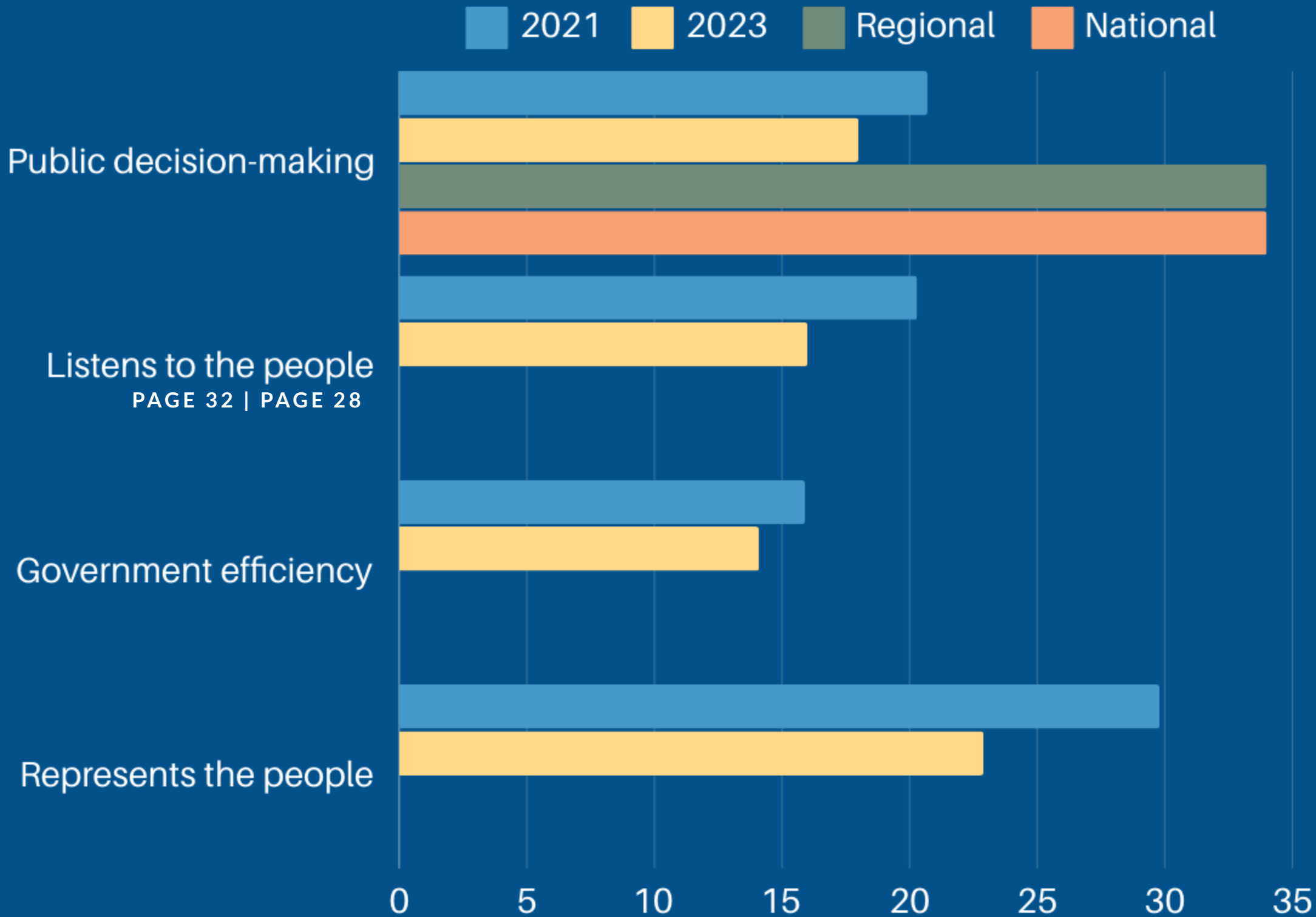
Priorities to work on:

FISCAL RESPONSIBILITY



EXCELLENT & CONNECTED

• MINOT IS AN INNOVATIVE, PROFESSIONAL, FISCALLY RESPONSIBLE CITY GOVERNMENT THAT WORKS COLLABORATIVELY WITH RESIDENTS AND PARTNERS TO PROVIDE COMMUNITY LEADERSHIP AND DELIVER HIGH QUALITY SERVICES.



Living on the Dividends of Past Investments

City of Minot

State of the City



CITIZEN SATISFACTION SURVEY

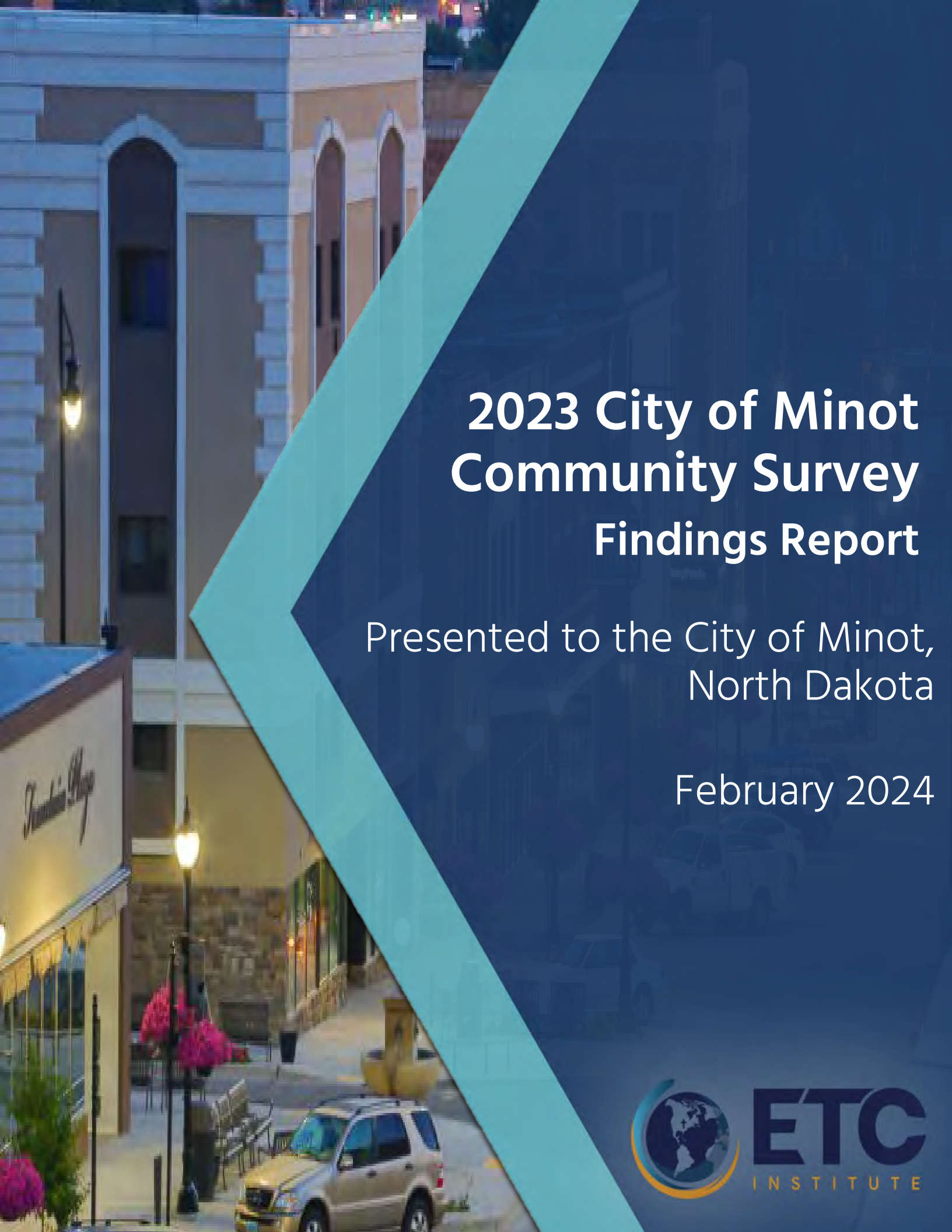
2025 BUDGET PROCESS PRIORITIES:

FISCAL RESPONSIBILITY

CODE ENFORCEMENT

CITY STREETS

PUBLIC SAFETY

A nighttime photograph of a street in Minot, North Dakota. The image shows a multi-story building with arched windows and a streetcar. A large, light blue diagonal graphic element is overlaid on the right side of the image.

2023 City of Minot Community Survey Findings Report

Presented to the City of Minot,
North Dakota

February 2024



Contents

Executive Summary.....	i
Section 1: Charts and Graphs.....	1
Section 2: Benchmarking Analysis.....	52
Section 3: Importance-Satisfaction Analysis.....	64
Section 4: Tabular Data.....	71
Section 5: Survey Instrument.....	127



Executive Summary

2023 City of Minot Community Survey

Executive Summary



Purpose

ETC Institute administered a survey to residents of the City of Minot during the fall of 2023. The purpose of the survey was to gather resident opinion and feedback in order to identify and implement new efficient processes and partnerships to ensure the City takes a resident-driven approach when deciding how to invest in Minot's future. This is the second community survey ETC Institute has administered for the City; the first was conducted in 2021.

Methodology

The seven-page survey, cover letter and postage-paid return envelope were mailed to a random sample of households in Minot. The cover letter explained the purpose of the survey and encouraged residents to either return their survey by mail or complete the survey online. Ten days after the surveys were mailed, ETC Institute sent text messages to the households that received the survey to encourage participation. The texts contained a link to the online version of the survey to make it easy for residents to complete the survey.

To prevent people who were not residents of Minot from participating, everyone who completed the survey online was required to enter their home address prior to submitting the survey. ETC Institute then matched the addresses that were entered online with the addresses that were originally selected for the random sample. If the address from a survey completed online did not match one of the addresses selected for the sample, the online survey was not counted. The goal was to obtain completed surveys from at least 400 residents. This goal was exceeded, with a total of 454 residents completing the survey. The overall results for the sample of 454 households have a precision of at least $\pm 4.6\%$ at the 95% level of confidence.

The percentage of "don't know" responses has been excluded from many of the graphs shown in this report to facilitate valid comparisons of the results from the City of Minot with the results from other communities where ETC Institute has conducted a citizen survey. Since the number of "don't know" responses often reflects the utilization and awareness of city services, the percentage of "don't know" responses has been provided in the tabular data section of this report. When the "don't know" responses have been excluded, the text of this report will indicate that the responses have been excluded with the phrase *"who had an opinion."*

This report contains:

- An executive summary of the methodology for administering the survey and major findings,
- charts showing the overall results for all questions on the survey, as well as comparisons to the 2021 survey results,
- benchmarking data that show how the results for Minot compare to other communities,

2023 City of Minot Community Survey

Executive Summary



- Importance-Satisfaction analysis that determines priority actions for the City to address based upon the survey results,
- tables that show the results of the random sample for each question on the survey,
- a copy of the survey instrument.

Quality of Life in the City

Seventy-one percent (71%) of the residents surveyed, *who had an opinion*, rated the City of Minot as an “excellent” or “good” place to raise children; 66% rated the City as “excellent” or “good” as a place to live, and 63% rated the City as an “excellent” or “good” place to work.

Overall Perceptions of the City

Fifty-seven percent (57%) of the residents surveyed, *who had an opinion*, were “very satisfied” or “satisfied” with the overall quality of downtown Minot; 52% were satisfied with the overall quality of life in the City, and 52% were satisfied with the overall feeling of safety in the community.

Satisfaction With City Services

The major categories City services that had the highest levels of satisfaction, based upon the combined percentage of “very satisfied” and “satisfied” responses among residents *who had an opinion*, were: quality of fire services (87%), quality of Minot International Airport facilities (80%), quality of library services (76%), and quality of police services (74%). Residents were least satisfied with the enforcement of City codes/ordinances (33%) and public transportation (29%).

Based on the sum of their top four choices, the City services most important to respondent households were: 1) maintenance of City streets/sidewalks, 2) quality of police services, 3) quality of fire services, and 4) quality of City water and sewer utilities.

Public Safety

Eighty-eight percent (88%) of the residents surveyed, *who had an opinion*, were “very satisfied” or “satisfied” with the friendliness of the fire department. Other areas in which residents were “very satisfied” or “satisfied” include: quality of fire protection services (88%), professionalism of the fire department (88%), and emergency preparedness services of the fire department (87%). Residents were least satisfied with the municipal court (37%).

2023 City of Minot Community Survey

Executive Summary



Based on the sum of their top three choices, the public safety services most important to respondent households were: 1) quality of local police protection, 2) the City's efforts to prevent crime, and 3) how quickly fire services personnel respond to emergencies.

Perceptions of Safety and Security

Most residents surveyed (90%), *who had an opinion*, felt "very safe" or "safe" walking alone in their neighborhood during the day; 84% felt safe in commercial areas of the City during the day, and 72% felt safe walking alone in their neighborhood in general. Residents indicated they felt the least safe in commercial areas of the City after dark (34%).

More than half (54%) of the residents surveyed, *who had an opinion*, felt the City of Minot has "stayed the same" in the past 12 months in terms of being a safe place to live, work, and raise a family; 44% felt the City has become "less safe," and only 2% felt the City has become "more safe" in the past 12 months.

Code Enforcement

Forty-four percent (44%) of the residents surveyed, *who had an opinion*, were "very satisfied" or "satisfied" with the maintenance of residential property. Other areas in which residents were "very satisfied" or "satisfied" include: enforcement of residential building codes (42%), parking enforcement on neighborhood streets (40%), and maintenance of commercial property (40%). Residents were least satisfied with the clean-up of trash and litter on commercial property (31%).

Based on the sum of their top two choices, the code enforcement services most important to respondent households were: 1) clean-up of trash and litter on residential property and 2) clean-up of trash and litter on commercial property.

Forty-five percent (45%) of the residents surveyed, *who had an opinion*, felt the current level of code enforcement in Minot is "about right;" 47% felt it was "not enough," and 8% felt the level of code enforcement was "too much."

City Maintenance and Public Works

Seventy-eight percent (78%) of the residents surveyed, *who had an opinion*, were "very satisfied" or "satisfied" with the quality of the Rosehill City Cemetery. Other areas in which residents were "very satisfied" or "satisfied" include: City efforts to prevent flooding in Minot (61%), adequacy of stormwater infrastructure (57%), snow removal on major City streets (51%), and condition of neighborhood streets (50%). Residents were least satisfied with snow removal on neighborhood streets (31%).

2023 City of Minot Community Survey

Executive Summary



Based on the sum of their top three choices, the City maintenance and public works services most important to respondent households were: 1) condition of major City streets, 2) snow removal on major City streets, and 3) snow removal on neighborhood streets.

Flood Recovery

The flood recovery efforts that had the highest levels of satisfaction, based upon the combined percentage of “very satisfied” and “satisfied” responses among residents *who had an opinion*, were: the pace of recovery from the flood (44%), priority focus of resources on flood recovery/protection (41%), keeping the public informed on the progress of flood protection (40%), and the amount of funds dedicated to flood protection (40%). Residents were least satisfied with the use of federal recovery funds to create affordable housing (31%).

Sixteen percent (16%) of the residents surveyed, *who had an opinion*, indicated they have flooding concerns in their neighborhood.

City Communication

Forty-seven percent (47%) of the residents surveyed, *who had an opinion*, were “very satisfied” or “satisfied” with the quality of social media outlets; 38% were satisfied with the usefulness of information available on the City’s website, and 34% were satisfied with City efforts to keep residents informed. Residents were least satisfied with the level of public involvement in decision-making (18%).

When residents were asked where they currently receive information about the City of Minot, the top responses were the City’s Facebook pages (62%), local TV news stations (60%), and the City of Minot website (59%). These same three were also the most preferred sources of information, based on the sum of residents’ top three choices.

Economic Development

The economic development efforts that had the highest levels of satisfaction, based upon the combined percentage of “very satisfied” and “satisfied” responses among residents *who had an opinion*, were: appearance of Downtown Minot (60%), quality of new business development (40%), and the quality of new residential development (38%). Residents were least satisfied with redevelopment of abandoned/under-utilized properties (17%).

2023 City of Minot Community Survey

Executive Summary



Utility Billing

Seventy-nine percent (79%) of the residents surveyed, *who had an opinion*, were “very satisfied” or “satisfied” with how easy their utility bill is to understand, and 76% were satisfied with the accuracy of their bill. Residents were least satisfied with the ease of using the online portal (54%).

Trash Service

Eighty-six percent (86%) of the residents surveyed, *who had an opinion*, were “very satisfied” or “satisfied” with the professionalism of employees who pick up trash; 81% were satisfied with overall efforts by employees to ensure all trash is removed, 80% were satisfied with the timeliness of their trash service, and 77% were satisfied with the overall quality of their trash service. Residents were least satisfied with what they are charged for trash service (47%).

Additional Findings

- Residents were asked to indicate their level of support for a public safety sales tax to support future costs for employees, vehicles and facilities. Twenty-eight percent (28%) of residents were either “very supportive” or “somewhat supportive” of this sales tax, 56% were “not supportive,” and 16% were “not sure.”
- Thirty-seven percent (37%) of the residents surveyed, *who had an opinion*, either “strongly agreed” or “agreed” that Minot City employees are ethical and honest; 27% agreed that Minot City government values diversity, and 23% agreed that Minot City government is democratic and representative.
- Residents were asked to indicate their awareness of various services at the Minot Public Library. The services that residents were most aware of include: digital books (72%), study rooms (71%), meeting rooms (70%), and art display (62%).

Based on the sum of their top three choices, the library services households would be most likely to use were: 1) digital books, 2) streaming movies, and 3) tool library.

- Thirty-nine percent (39%) of residents surveyed, *who had an opinion*, felt the City does an “excellent” or “good” job of serving its senior population; 34% felt the City does an “excellent” or “good” job of serving persons with disabilities, and 34% felt the City does an “excellent” or “good” job of serving persons with limited physical mobility.

2023 City of Minot Community Survey

Executive Summary



- Fifty-four percent (54%) of residents surveyed, *who had an opinion*, think the City of Minot is continually improving as a place to live. Respondents indicated the biggest issues facing Minot within the next five years include: high taxes/property taxes/finances (80%), housing affordability (61%), and crime (51%).

2023 City of Minot Community Survey

Executive Summary



How the City of Minot Compares to Other Communities Regionally

Satisfaction ratings for the City of Minot **rated at or above the Plains regional average in 30 of the 54 areas** that were assessed. The City rated significantly higher than the Plains regional average (difference of 5% or more) in 26 of these areas. The table below shows how the City of Minot compares to the Plains regional average:

Service	Minot	Plains Region	Difference	Category
Fire safety education programs	66%	43%	23%	Public Safety Services
Household hazardous waste disposal service	57%	34%	23%	Trash & Recycling Services
Overall quality of city's curbside recycling program	68%	49%	19%	Trash & Recycling Services
Quality of customer service from City employees	60%	42%	18%	Major City Services
As a place to live	66%	49%	17%	Quality of Life in the City
Quality of police safety education programs	51%	34%	17%	Public Safety Services
Overall quality of Downtown	57%	40%	17%	Perceptions of the City
Overall quality of solid waste services	70%	53%	17%	Major City Services
Overall quality of local police protection	73%	57%	16%	Public Safety Services
Overall quality of City water and sewer utilities	60%	44%	16%	Major City Services
How quickly fire services personnel respond	83%	67%	16%	Public Safety Services
Overall quality of your trash service	77%	62%	15%	Trash & Recycling Services
How quickly police officers respond	71%	56%	15%	Public Safety Services
As a place to raise children	71%	58%	13%	Quality of Life in the City
Overall quality of library services	76%	63%	13%	Major City Services
Bulky item pickup/removal services	53%	41%	12%	Trash & Recycling Services
Overall quality of fire protection services	88%	76%	12%	Public Safety Services
Adequacy of stormwater infrastructure	57%	46%	11%	City Maintenance/Public Works
As a place to work	63%	53%	10%	Quality of Life in the City
Walking alone in your neighborhood during the day	90%	80%	10%	Perceptions of Safety & Security
Quality of social media outlets	47%	38%	9%	City Communication
Visibility of police in commercial areas	57%	49%	8%	Public Safety Services
In City parks and recreation facilities	61%	53%	8%	Perceptions of Safety & Security
Condition of sidewalks in your neighborhood	48%	40%	8%	City Maintenance/Public Works
Condition of streets in your neighborhood	50%	45%	5%	City Maintenance/Public Works
Usefulness of info. available on City website	38%	33%	5%	City Communication
Maintenance of residential property	44%	40%	4%	Code Enforcement
Overall maintenance of City streets/sidewalks	36%	35%	1%	Major City Services
Quality of animal control	44%	43%	1%	Public Safety Services
Condition of major City streets	41%	41%	0%	City Maintenance/Public Works
Maintenance of commercial property	40%	43%	-3%	Code Enforcement
As a place to visit	41%	47%	-6%	Quality of Life in the City
The City's effort to prevent crime	46%	52%	-6%	Public Safety Services
Overall image of your community	43%	50%	-7%	Perceptions of the City
Value received for City tax dollars and fees	26%	33%	-7%	Perceptions of the City
Clean-up of trash & litter on residential property	37%	44%	-7%	Code Enforcement
City efforts to keep residents informed	34%	42%	-8%	City Communication
Overall enforcement of City codes/ordinances	33%	42%	-9%	Major City Services
Visibility of police in your neighborhood	52%	61%	-9%	Public Safety Services
Enforcement of local traffic laws	48%	57%	-9%	Public Safety Services
Overall public transportation	29%	38%	-9%	Major City Services
Timeliness of info. provided by local government	31%	40%	-9%	City Communication
Availability of info. about government operations	31%	40%	-9%	City Communication
Overall cleanliness of streets and alleyways	41%	51%	-10%	City Maintenance/Public Works
Overall flow of traffic on City streets	39%	50%	-11%	Major City Services
Snow removal on major City streets	51%	62%	-11%	City Maintenance/Public Works
Adequacy of City street lighting	47%	58%	-11%	City Maintenance/Public Works
Snow removal on neighborhood streets	31%	42%	-11%	City Maintenance/Public Works
Walking alone in your neighborhood after dark	47%	59%	-12%	Perceptions of Safety & Security
Overall feeling of safety in the community	52%	65%	-13%	Perceptions of the City
Appearance of your community	43%	56%	-13%	Perceptions of the City
As a place to retire	33%	47%	-14%	Quality of Life in the City
Quality of leadership of elected officials	18%	32%	-14%	Perceptions of the City
Level of public involvement in decision-making	18%	34%	-16%	City Communication

2023 City of Minot Community Survey

Executive Summary



How the City of Minot Compares to Other Communities Nationally

Satisfaction ratings for the City of Minot **rated at or above the national average in 26 of the 54 areas** that were assessed. The City rated significantly higher than the national average (difference of 5% or more) in 23 of these areas. Listed below are the areas where the City rated significantly higher than the national average:

Service	Minot	U.S.	Difference	Category
Quality of customer service from City employees	60%	39%	21%	Major City Services
Overall quality of local police protection	73%	53%	20%	Public Safety Services
As a place to live	66%	49%	17%	Quality of Life in the City
Fire safety education programs	66%	49%	17%	Public Safety Services
Household hazardous waste disposal service	57%	41%	16%	Trash & Recycling Services
Overall quality of solid waste services	70%	55%	15%	Major City Services
How quickly police officers respond	71%	56%	15%	Public Safety Services
Quality of police safety education programs	51%	37%	14%	Public Safety Services
Overall quality of library services	76%	64%	12%	Major City Services
Overall quality of fire protection services	88%	76%	12%	Public Safety Services
Overall quality of city's curbside recycling program	68%	56%	12%	Trash & Recycling Services
How quickly fire services personnel respond	83%	72%	11%	Public Safety Services
As a place to raise children	71%	61%	10%	Quality of Life in the City
Overall quality of Downtown	57%	48%	9%	Perceptions of the City
Walking alone in your neighborhood during the day	90%	81%	9%	Perceptions of Safety & Security
Overall quality of your trash service	77%	68%	9%	Trash & Recycling Services
Overall quality of City water and sewer utilities	60%	52%	8%	Major City Services
Quality of social media outlets	47%	39%	8%	City Communication
Adequacy of stormwater infrastructure	57%	50%	7%	City Maintenance/Public Works
As a place to work	63%	57%	6%	Quality of Life in the City
Bulky item pickup/removal services	53%	47%	6%	Trash & Recycling Services
Visibility of police in commercial areas	57%	51%	6%	Public Safety Services
In City parks and recreation facilities	61%	55%	6%	Perceptions of Safety & Security
Condition of streets in your neighborhood	50%	49%	1%	City Maintenance/Public Works
Condition of sidewalks in your neighborhood	48%	47%	1%	City Maintenance/Public Works
Maintenance of residential property	44%	44%	0%	Code Enforcement
Visibility of police in your neighborhood	52%	54%	-2%	Public Safety Services
Enforcement of local traffic laws	48%	50%	-2%	Public Safety Services
The City's effort to prevent crime	46%	49%	-3%	Public Safety Services
Usefulness of info. available on City website	38%	42%	-4%	City Communication
Overall maintenance of City streets/sidewalks	36%	41%	-5%	Major City Services
Quality of animal control	44%	49%	-5%	Public Safety Services
Overall flow of traffic on City streets	39%	45%	-6%	Major City Services
Maintenance of commercial property	40%	46%	-6%	Code Enforcement
Snow removal on major City streets	51%	58%	-7%	City Maintenance/Public Works
Value received for City tax dollars and fees	26%	33%	-7%	Perceptions of the City
Overall enforcement of City codes/ordinances	33%	40%	-7%	Major City Services
Overall public transportation	29%	37%	-8%	Major City Services
Clean-up of trash & litter on residential property	37%	45%	-8%	Code Enforcement
City efforts to keep residents informed	34%	43%	-9%	City Communication
Condition of major City streets	41%	50%	-9%	City Maintenance/Public Works
Overall image of your community	43%	53%	-10%	Perceptions of the City
Adequacy of City street lighting	47%	59%	-12%	City Maintenance/Public Works
Timeliness of info. provided by local government	31%	43%	-12%	City Communication
Appearance of your community	43%	55%	-12%	Perceptions of the City
Overall cleanliness of streets and alleyways	41%	53%	-12%	City Maintenance/Public Works
Overall feeling of safety in the community	52%	66%	-14%	Perceptions of the City
Walking alone in your neighborhood after dark	47%	61%	-14%	Perceptions of Safety & Security
Availability of info. about government operations	31%	46%	-15%	City Communication
Snow removal on neighborhood streets	31%	47%	-16%	City Maintenance/Public Works
Level of public involvement in decision-making	18%	34%	-16%	City Communication
As a place to visit	41%	58%	-17%	Quality of Life in the City
As a place to retire	33%	52%	-19%	Quality of Life in the City
Quality of leadership of elected officials	18%	38%	-20%	Perceptions of the City

2023 City of Minot Community Survey

Executive Summary



Investment Priorities

Recommended Priorities for the Next Two Years. In order to help the City identify investment priorities for the next two years, ETC Institute conducted an Importance-Satisfaction (I-S) analysis. This analysis examined the importance residents placed on each City service and the level of satisfaction with each service. By identifying services of high importance and low satisfaction, the analysis identified which services will have the most impact on overall satisfaction with City services over the next two years. If the City wants to improve its overall satisfaction rating, the City should prioritize investments in services with the highest Importance Satisfaction (I-S) ratings. Details regarding the methodology for the analysis are provided in Section 3 of this report.

Overall Priorities for the City by Major Category. This analysis reviewed the importance of and satisfaction with major categories of City services. This analysis was conducted to help set the overall priorities for the City. Based on the results of this analysis, the services that are recommended as the top priorities in order to raise the City's overall satisfaction rating are listed below:

- Overall maintenance of City streets/sidewalks (I-S = 0.4546)
- Overall flow of traffic on City streets (I-S = 0.2429)

The table below shows the Importance-Satisfaction rating for the eleven major categories of City services that were rated.

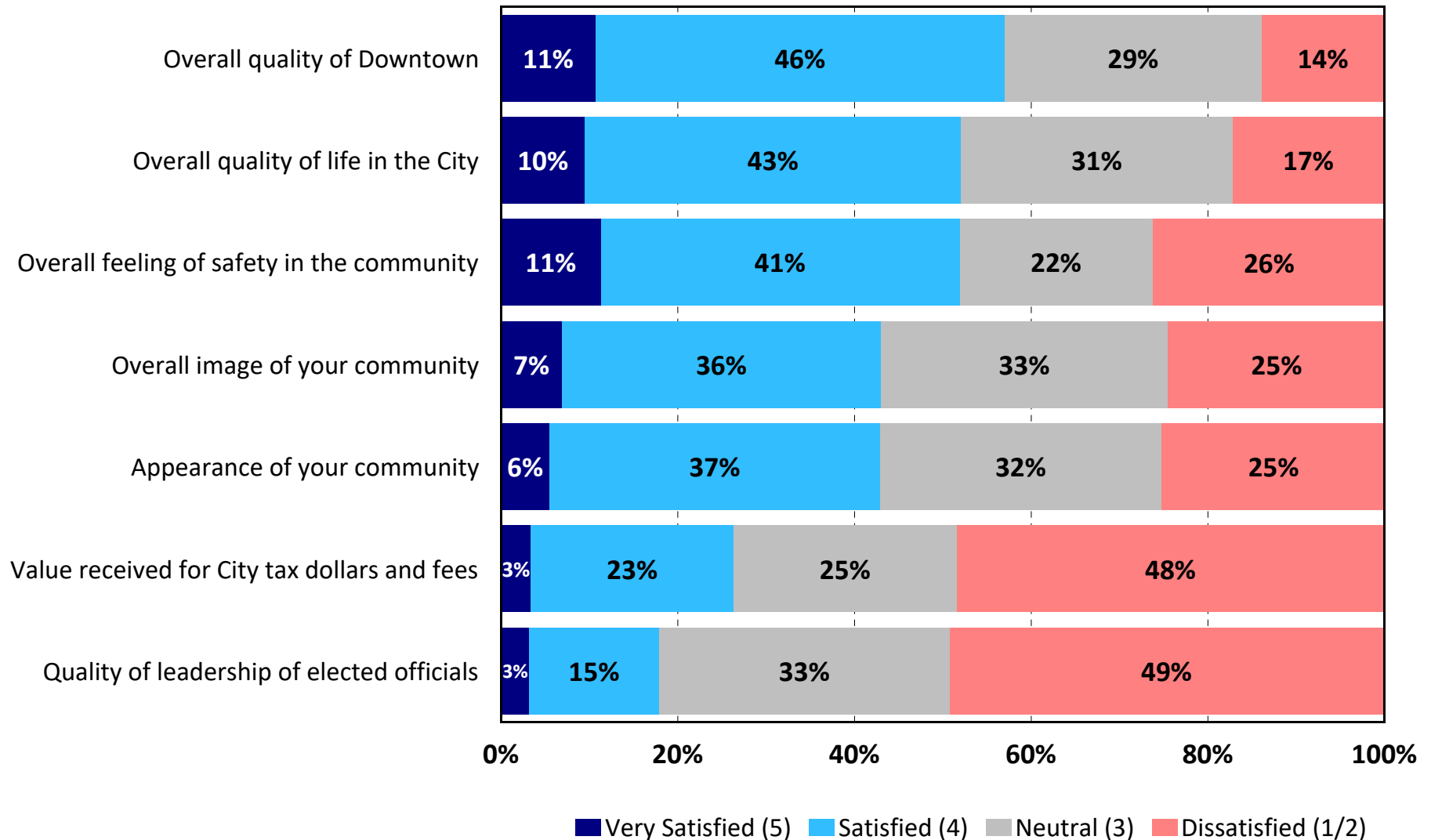
Importance-Satisfaction Rating						
City of Minot, ND						
<u>Overall</u>						
Category of Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
<u>Very High Priority (IS >.20)</u>						
Overall maintenance of City streets/sidewalks	71%	1	36%	9	0.4546	1
Overall flow of traffic on City streets	40%	5	39%	8	0.2429	2
<u>High Priority (IS .10-.20)</u>						
Overall enforcement of City codes/ordinances	27%	7	33%	10	0.1826	3
Overall quality of police services	68%	2	74%	4	0.1785	4
Overall quality of City water and sewer utilities	45%	4	60%	7	0.1776	5
Overall public transportation	18%	8	29%	11	0.1303	6
<u>Medium Priority (IS <.10)</u>						
Overall quality of solid waste services	31%	6	70%	5	0.0936	7
Overall quality of fire services	45%	3	87%	1	0.0572	8
Quality of customer service from City employees	9%	9	60%	6	0.0373	9
Overall Minot International Airport facilities	7%	10	80%	2	0.0131	10
Overall quality of library services	4%	11	76%	3	0.0092	11



Charts and Graphs:

Q1. Satisfaction With Items That Influence the Perception Residents Have of the City

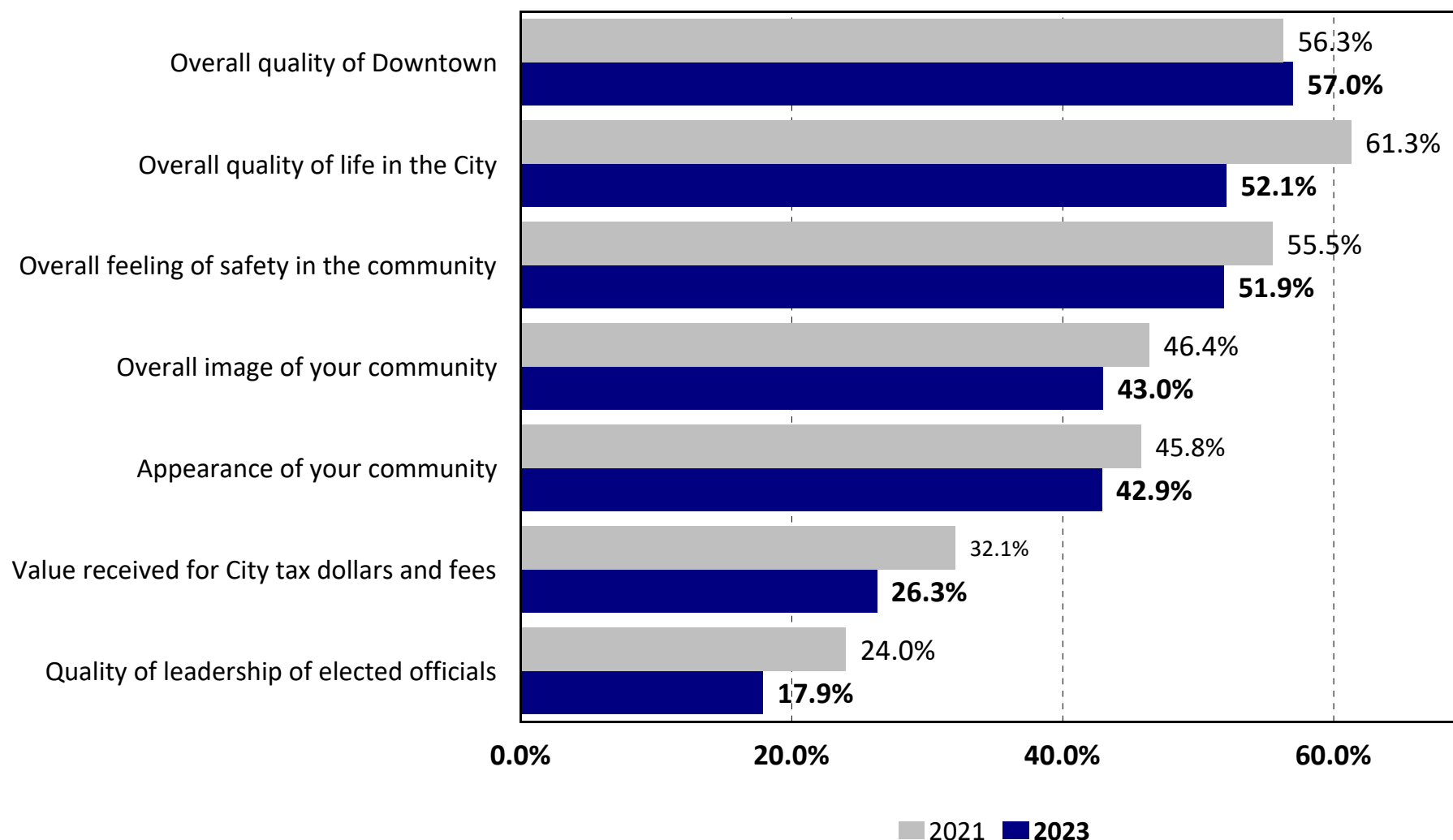
by percentage of respondents (excluding don't knows)



TRENDS: Satisfaction With Items That Influence the Perception Residents Have of the City

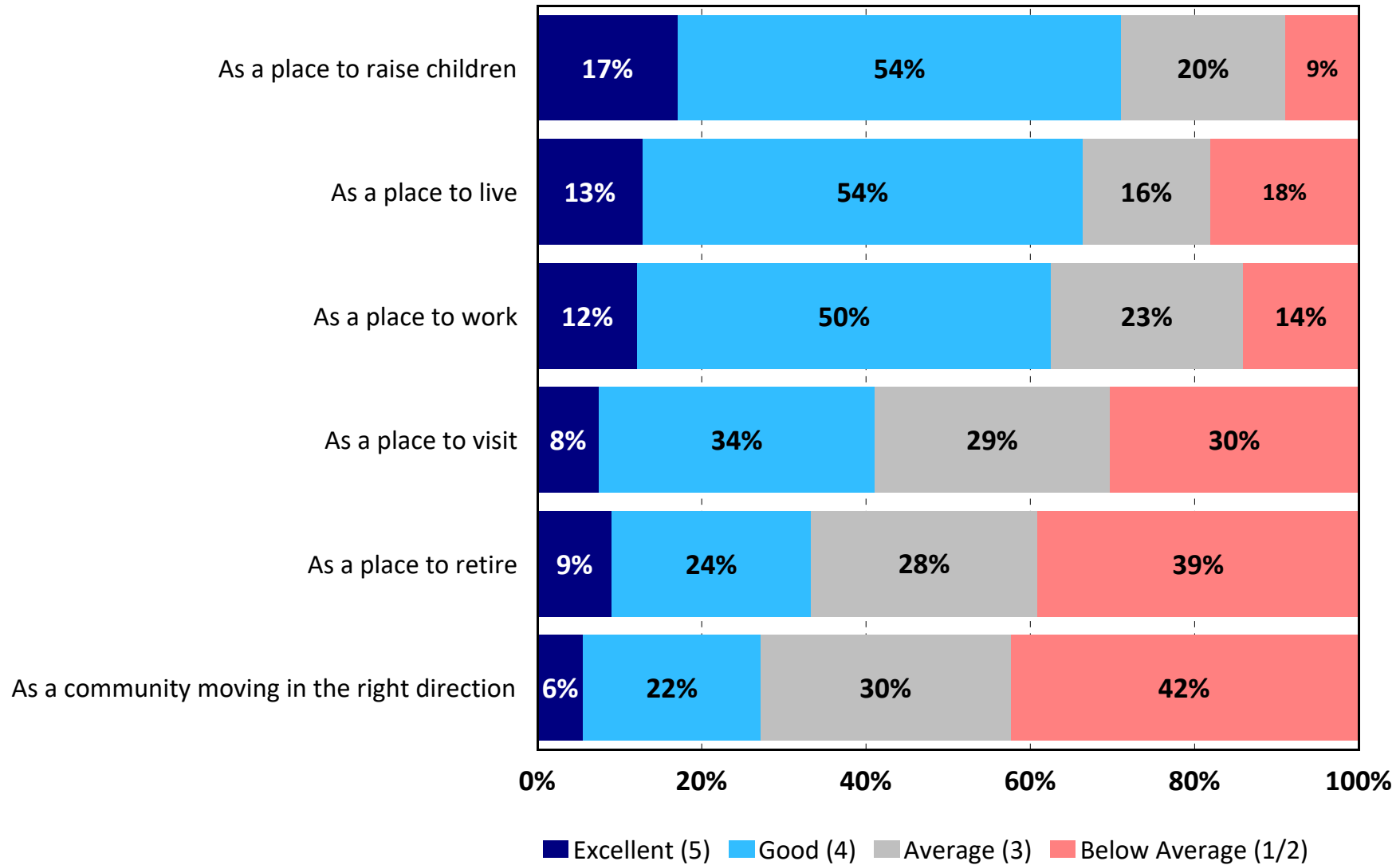
2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)



Q2. Quality of Life in Minot

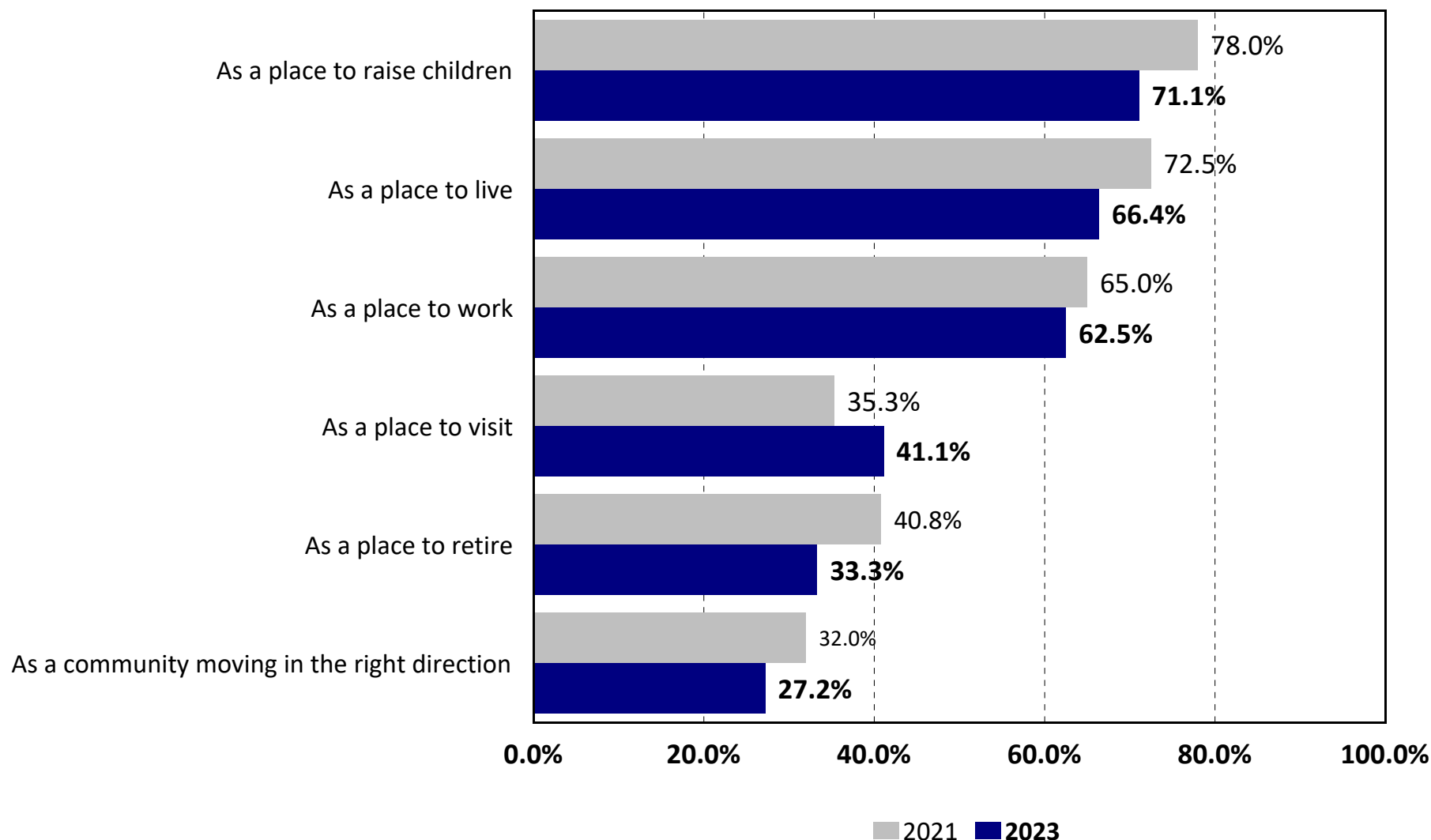
by percentage of respondents (excluding don't knows)



TRENDS: Quality of Life in Minot

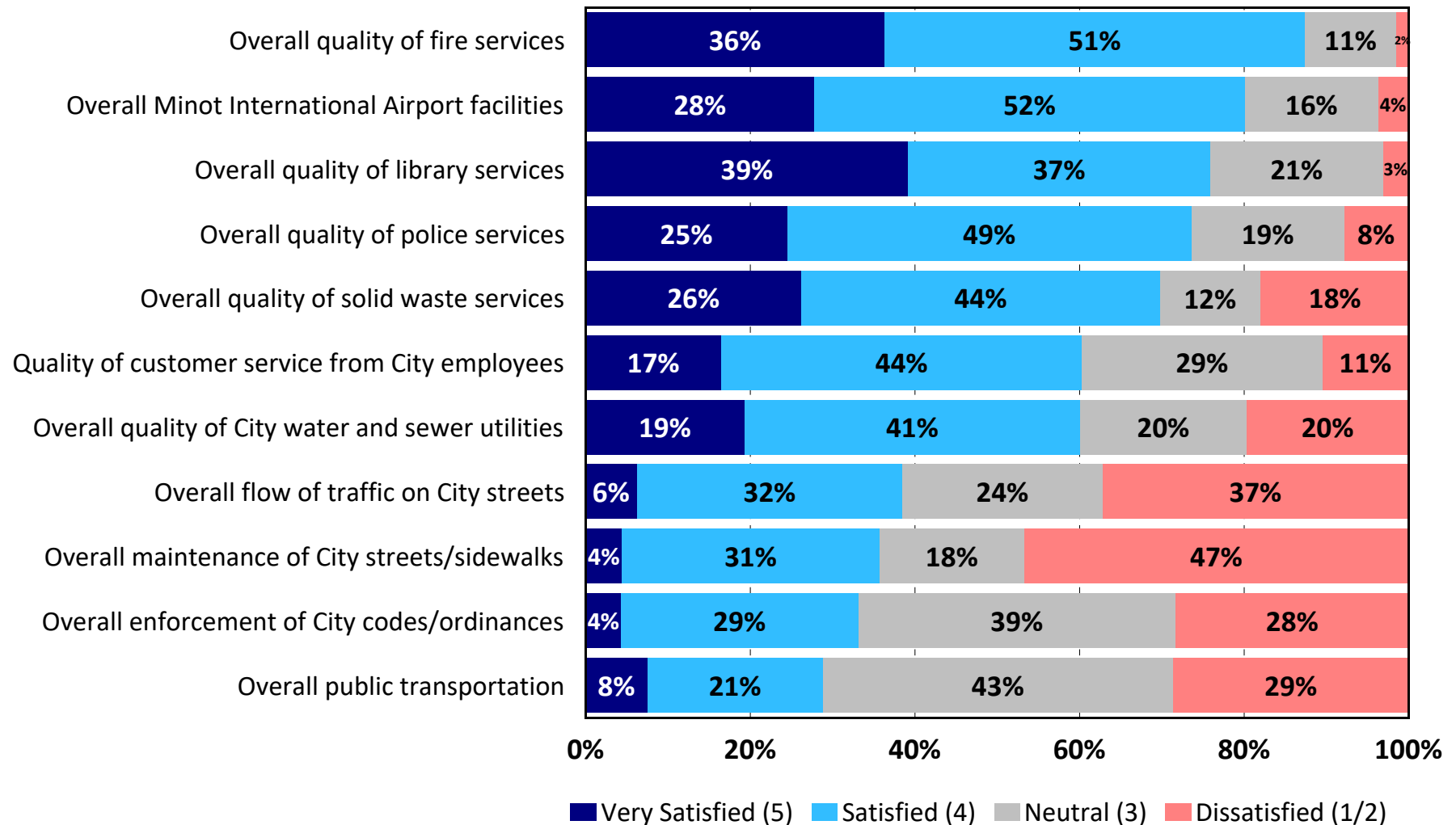
2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)



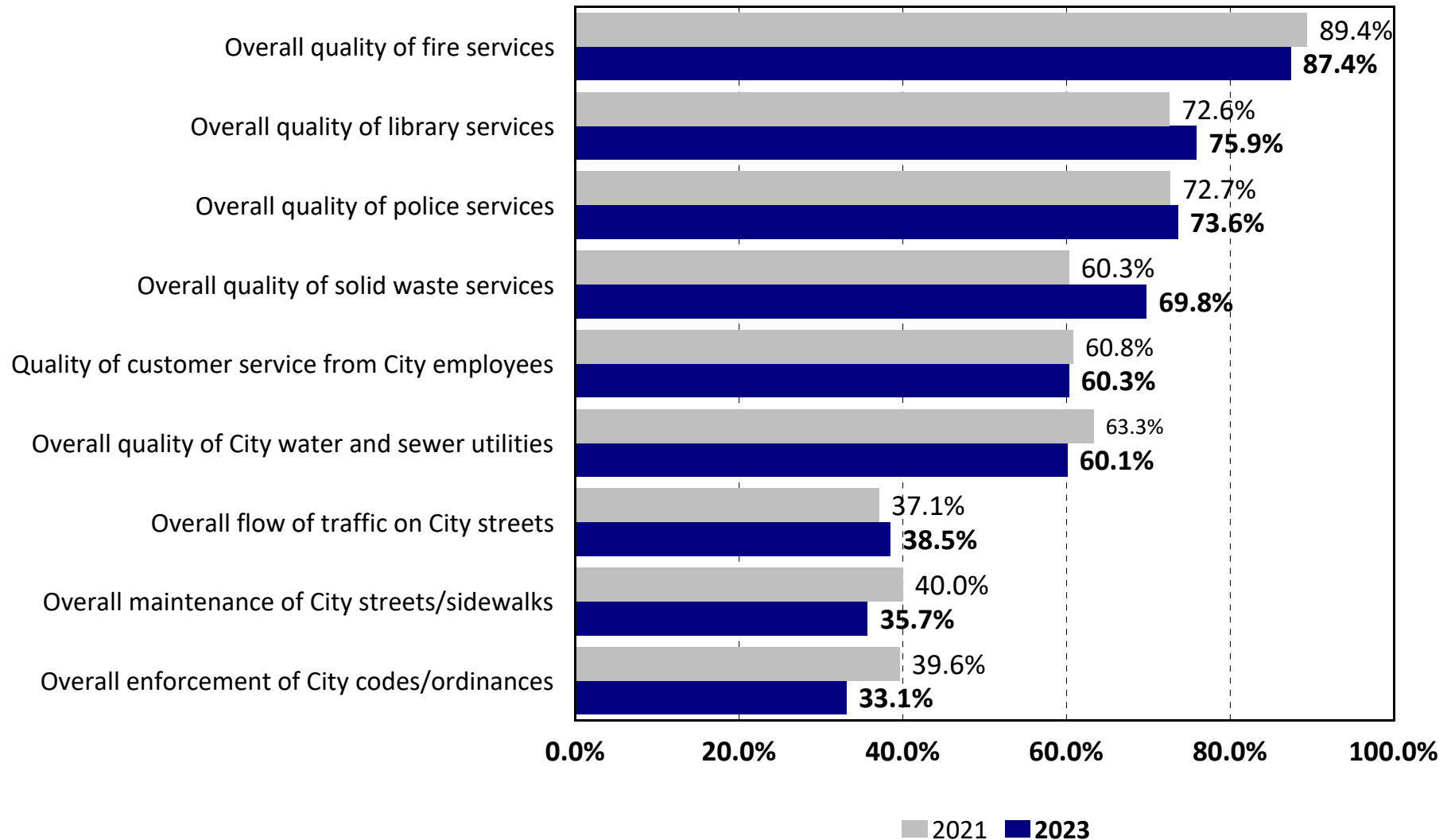
Q3. Overall Satisfaction With Major Categories of City Services

by percentage of respondents (excluding don't knows)



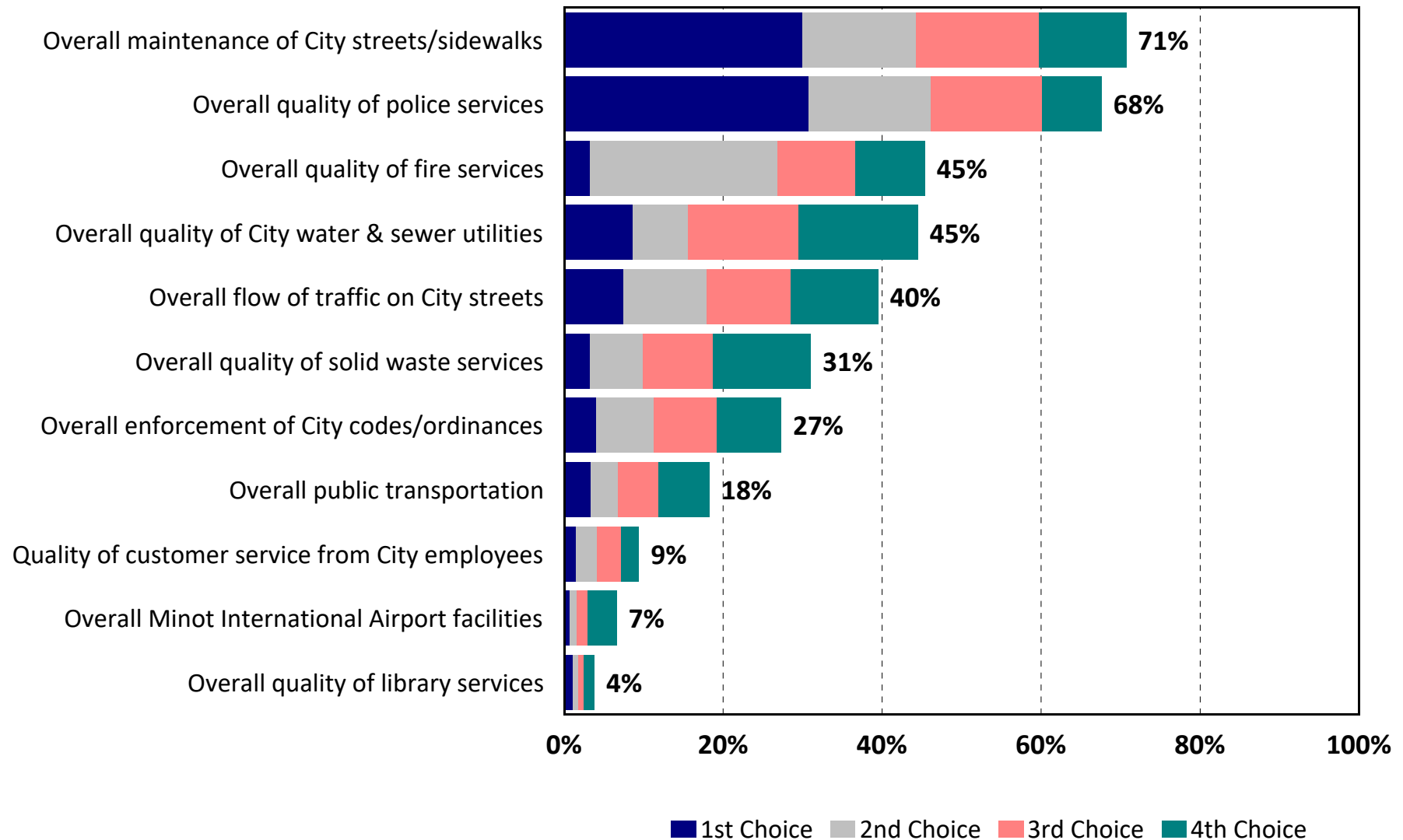
TRENDS: Overall Satisfaction With Major Categories of City Services - 2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)



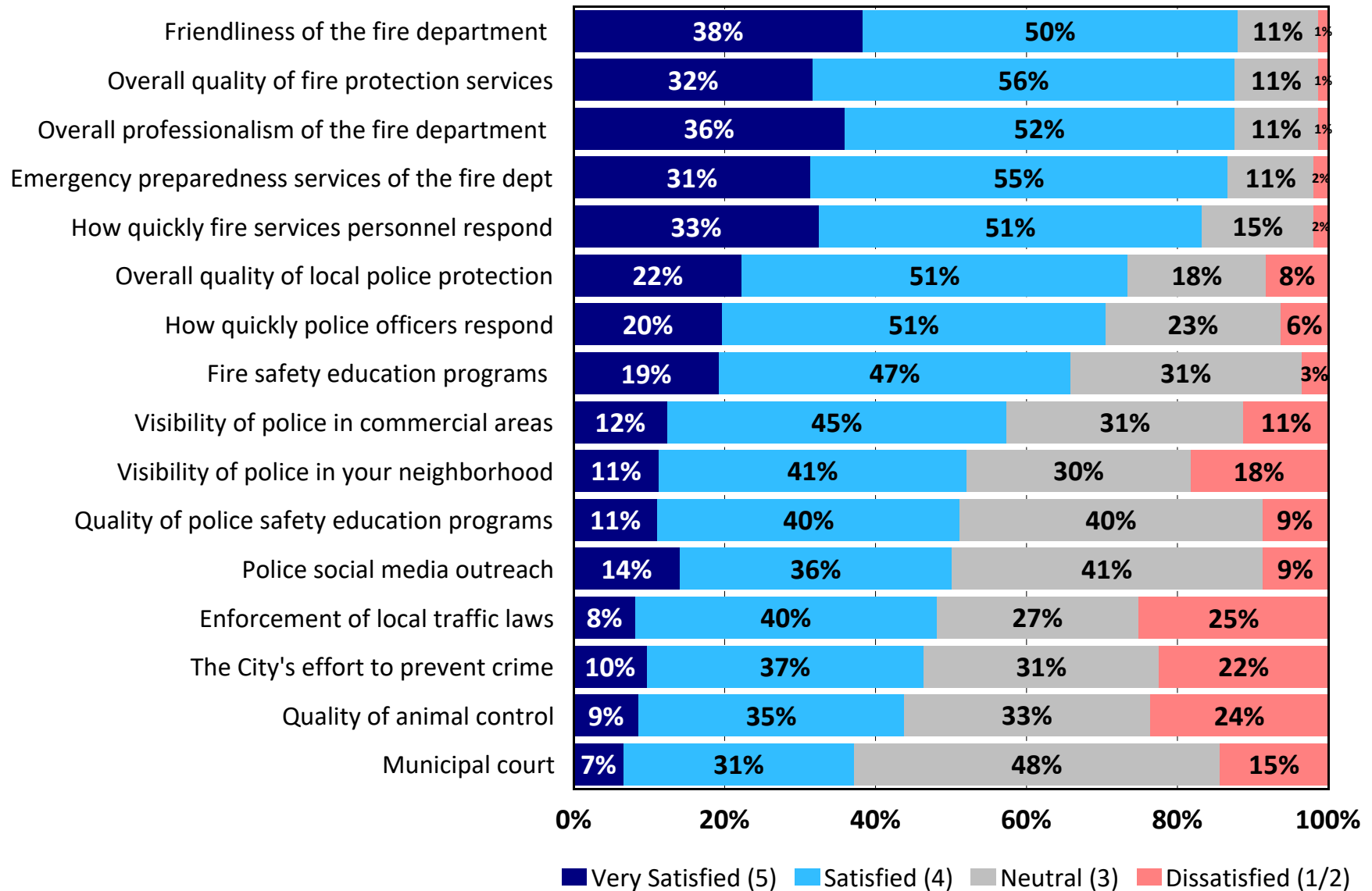
Q4. City Services That Are Most Important to Residents by Major Category

by percentage of respondents who selected the item as one of their top four choices



Q5. Satisfaction with Public Safety

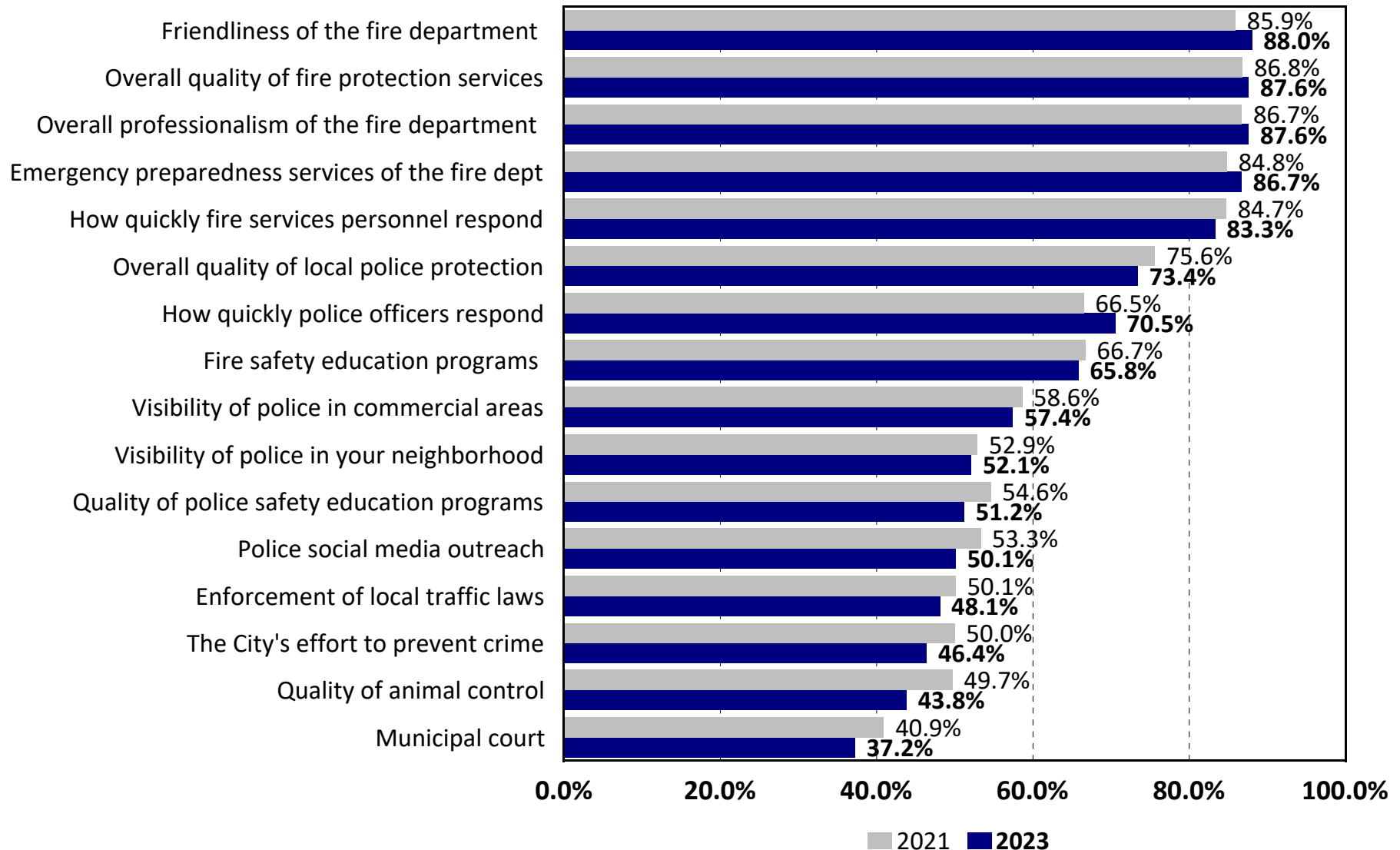
by percentage of respondents (excluding don't knows)



TRENDS: Satisfaction with Public Safety

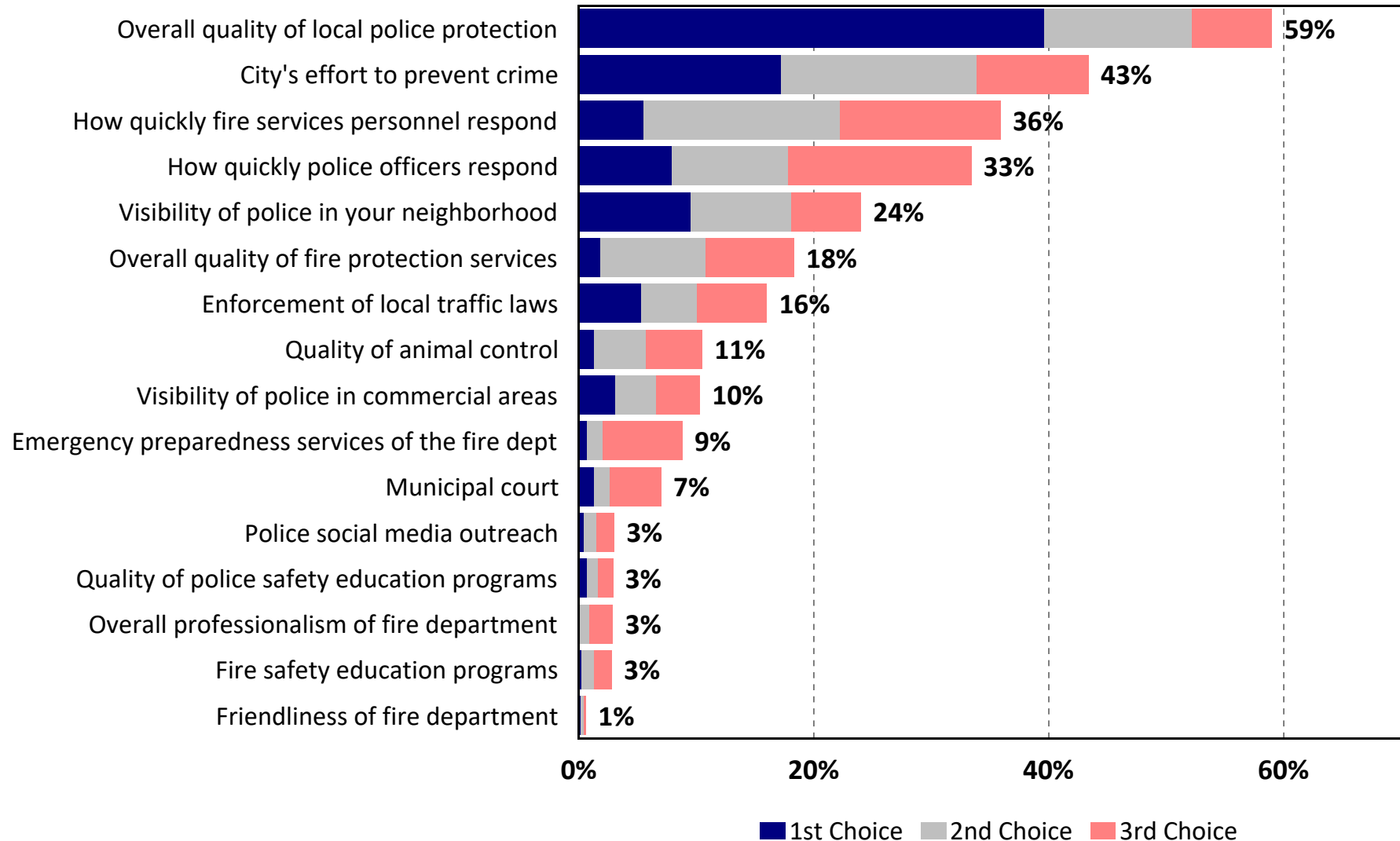
2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)



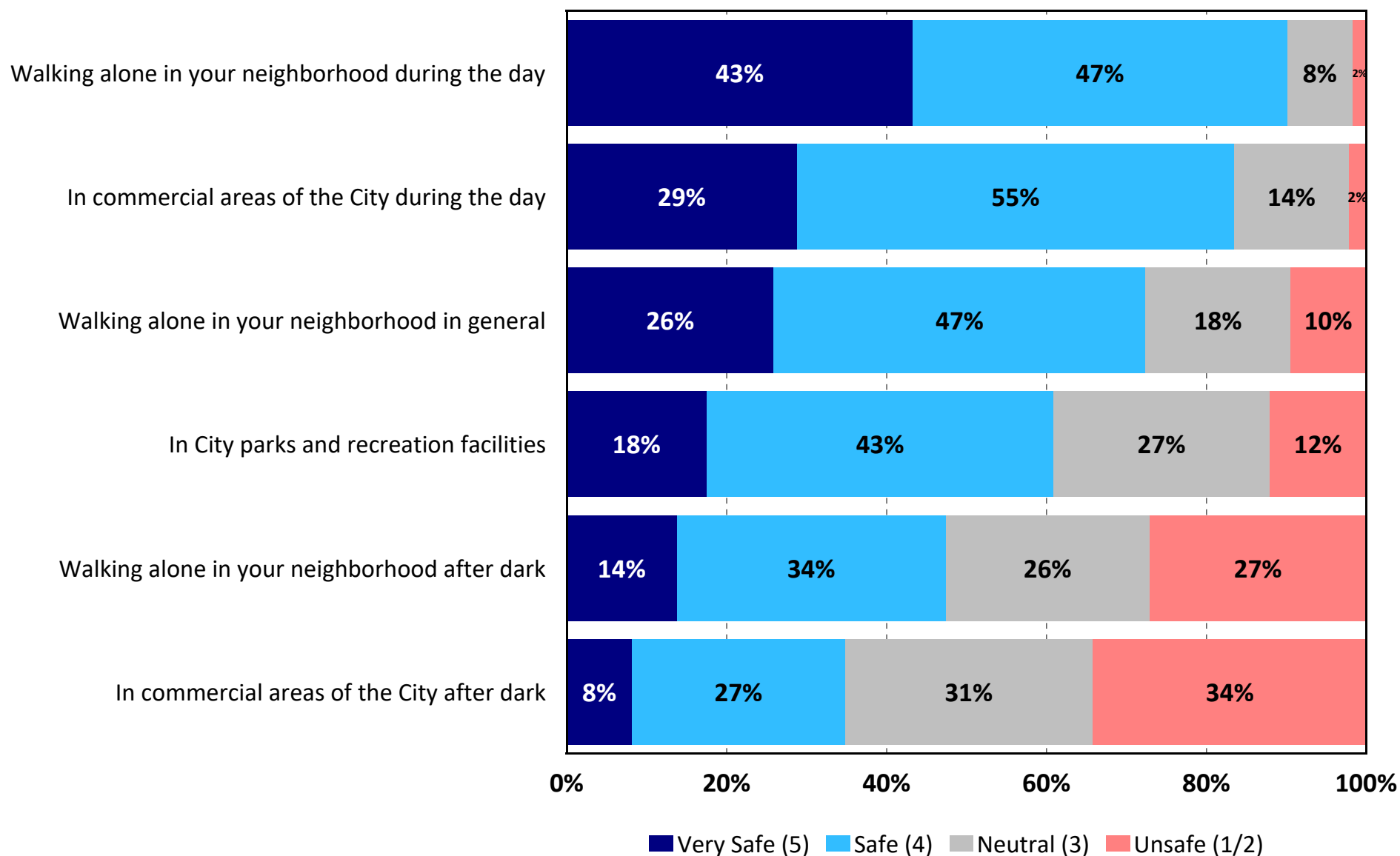
Q6. Public Safety Services That Residents Thought Were Most Important for the City to Provide

by percentage of respondents who selected the item as one of their top three choices



Q7. Perceptions of Safety and Security

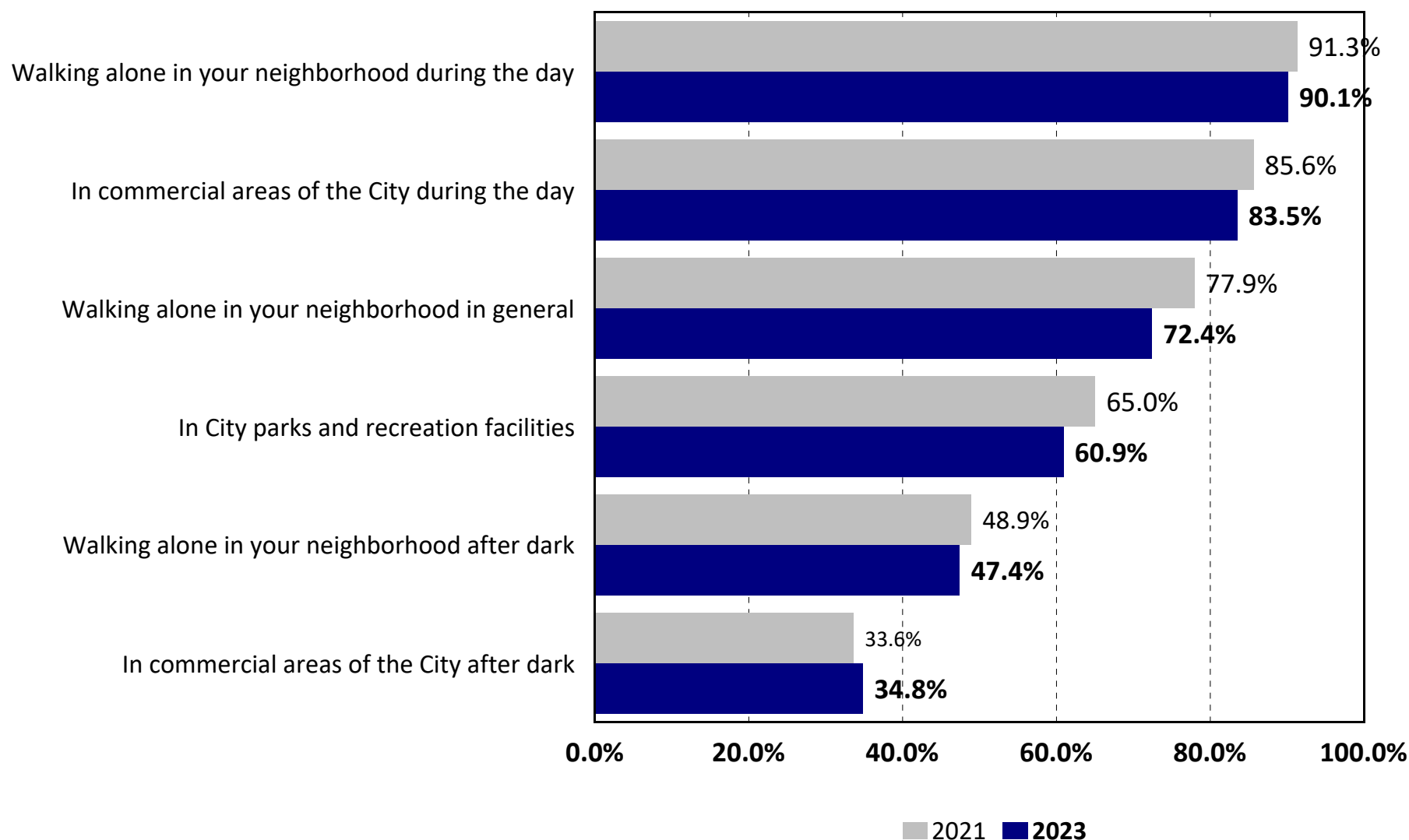
by percentage of respondents (excluding don't knows)



TRENDS: Perceptions of Safety and Security

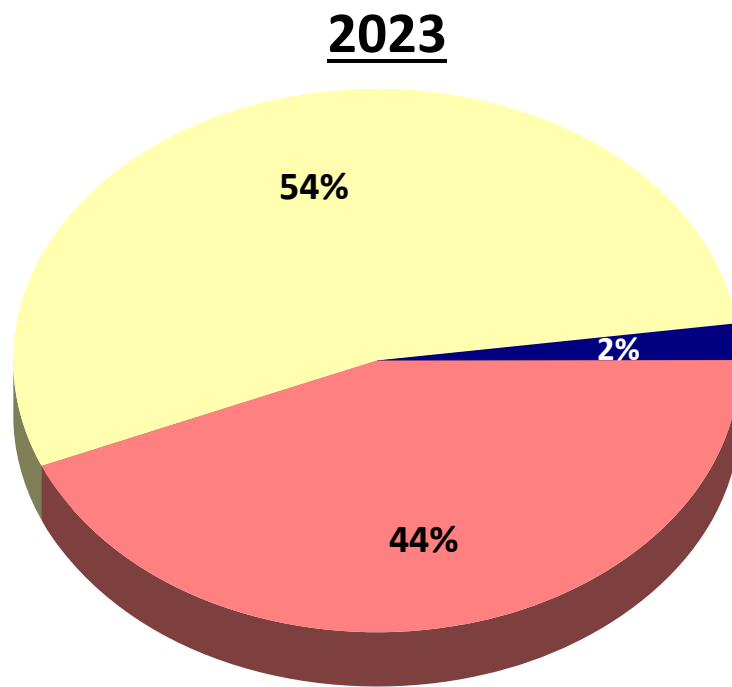
2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)

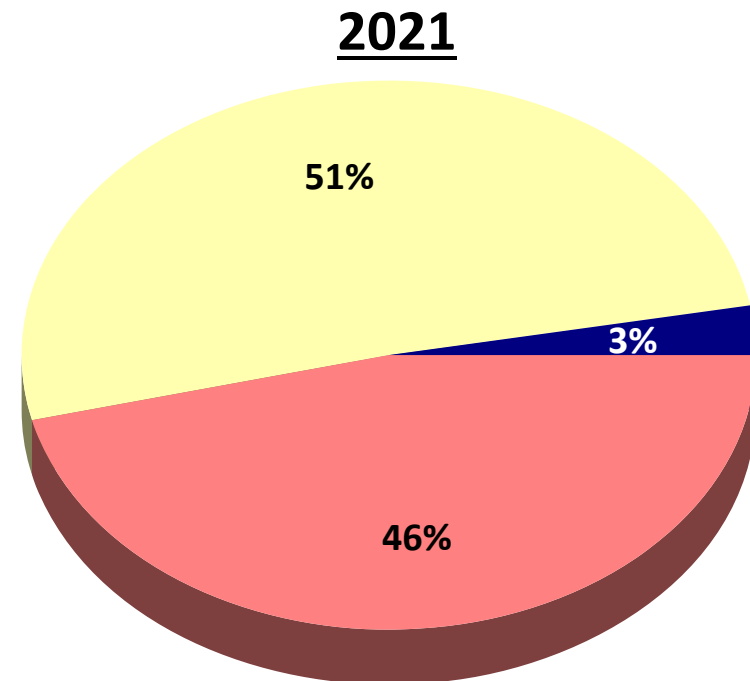


Q8. In the past 12 months, do you think Minot has become more, less, or stayed the same as far as being a safe place to live, work, and raise a family?

by percentage of respondents (excluding don't knows)



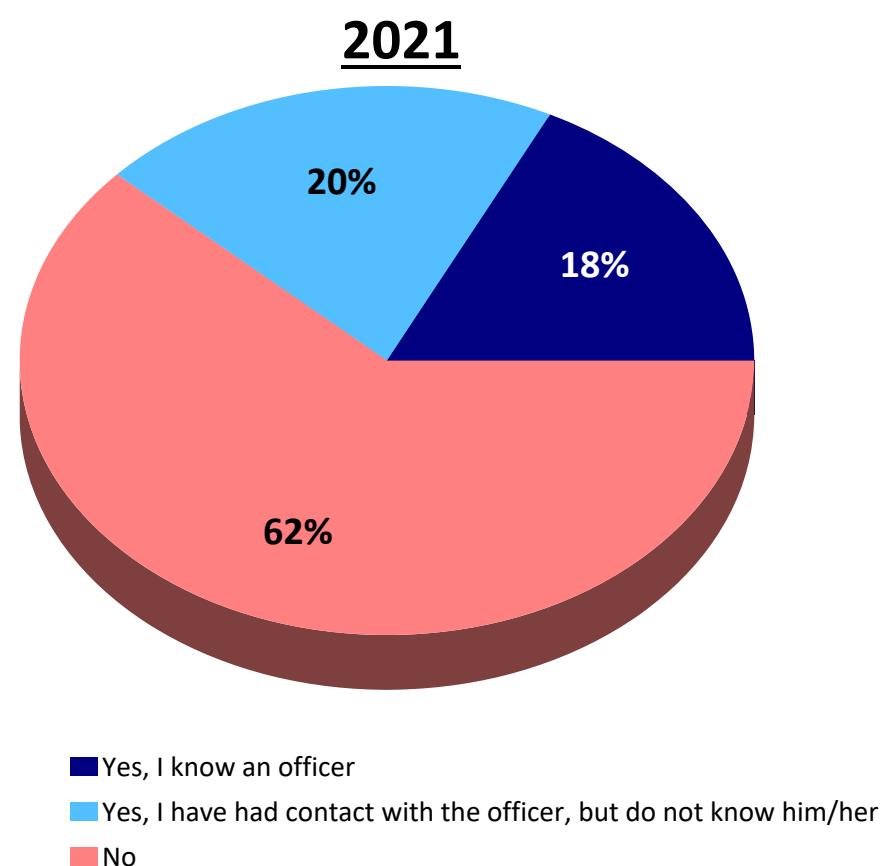
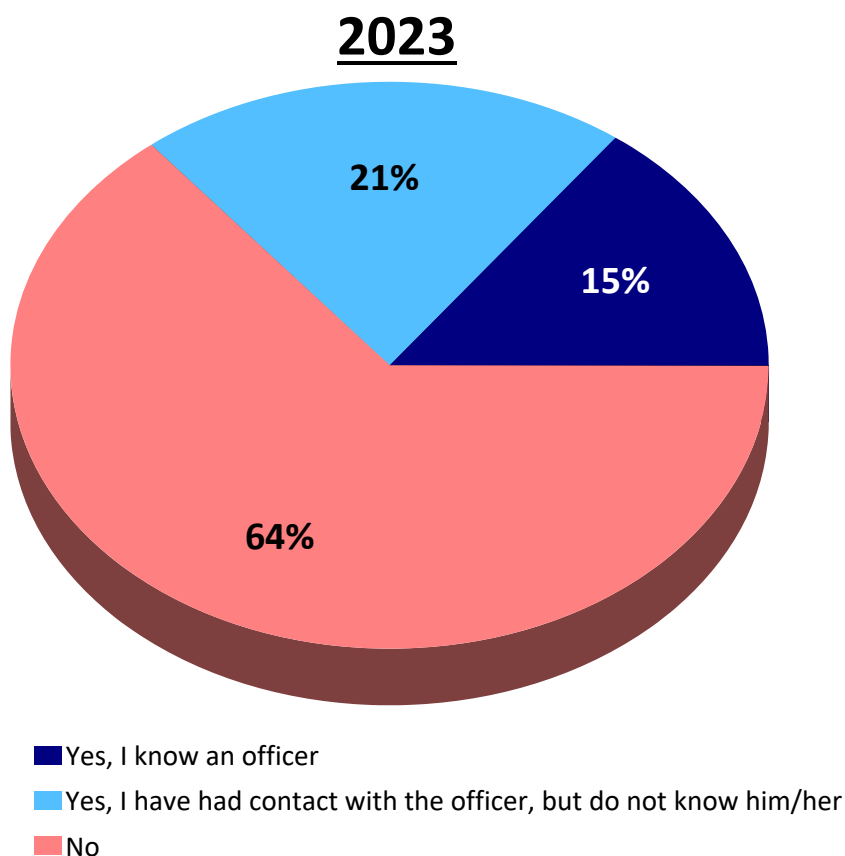
■ More safe ■ Stayed the same ■ Less safe



■ More safe ■ Stayed the same ■ Less safe

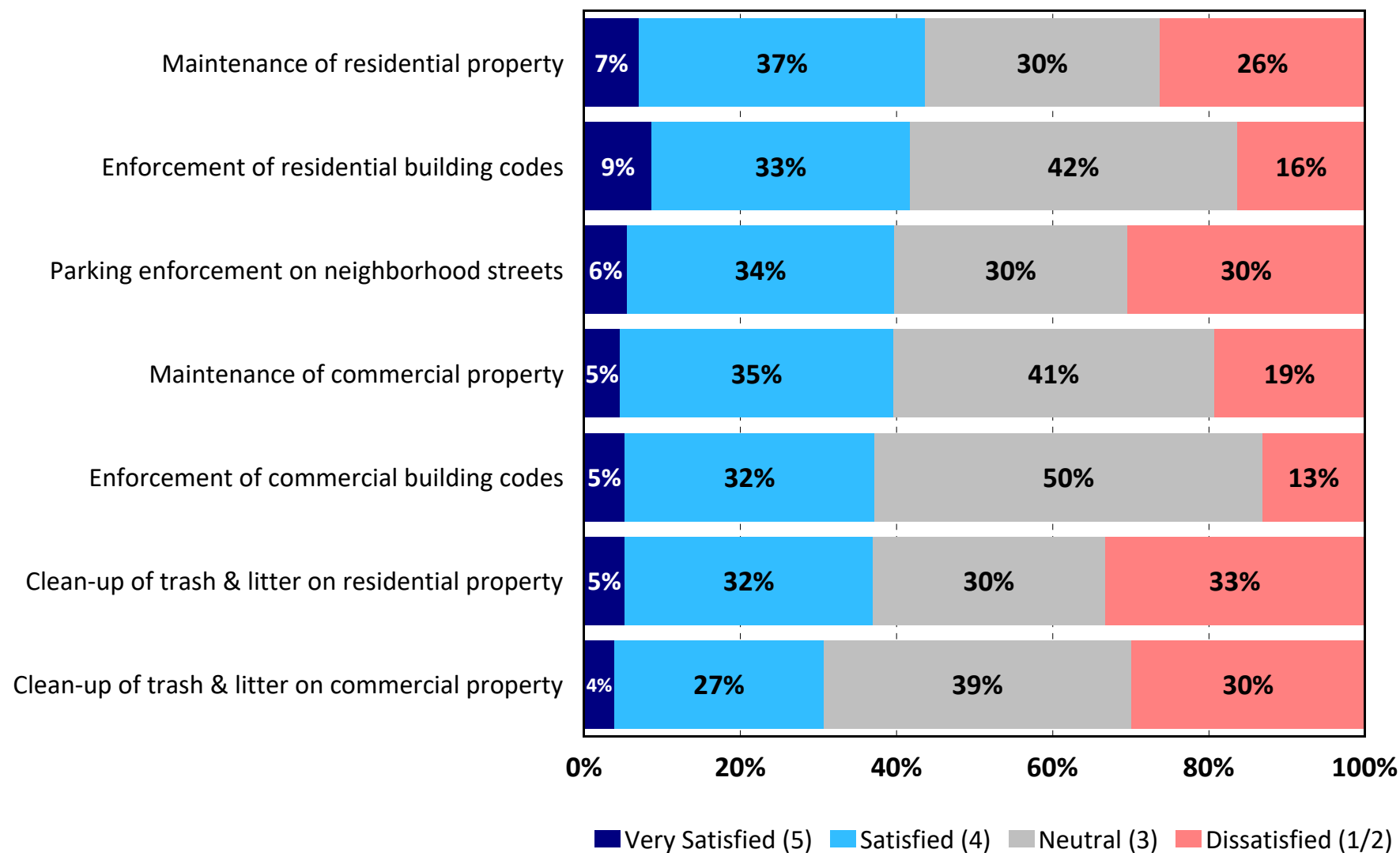
Q9. Do you know or have you had contact with Minot police officers in your neighborhood?

by percentage of respondents (excluding don't knows)



Q10. Satisfaction with Code Enforcement

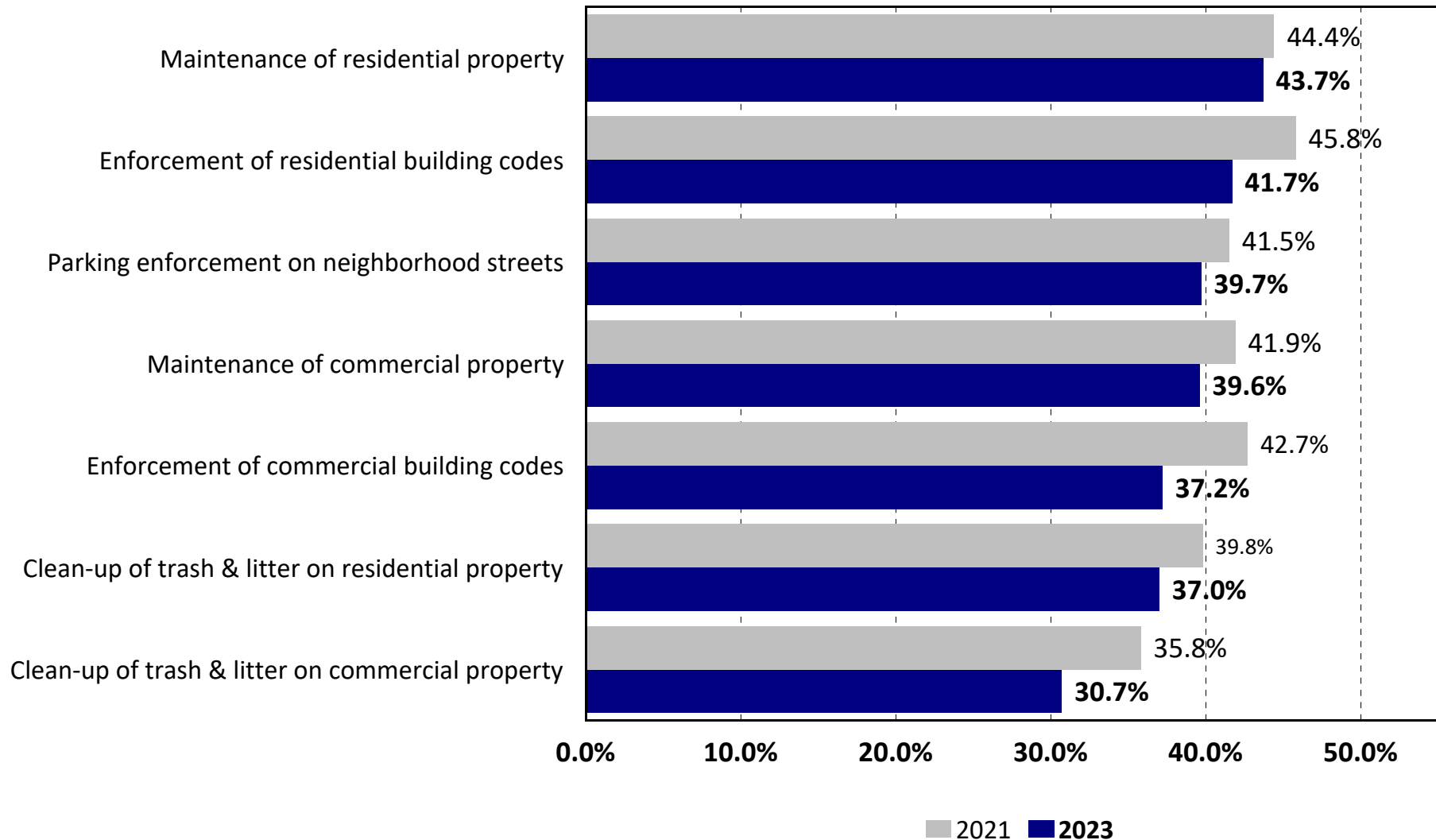
by percentage of respondents (excluding don't knows)



TRENDS: Satisfaction with Code Enforcement

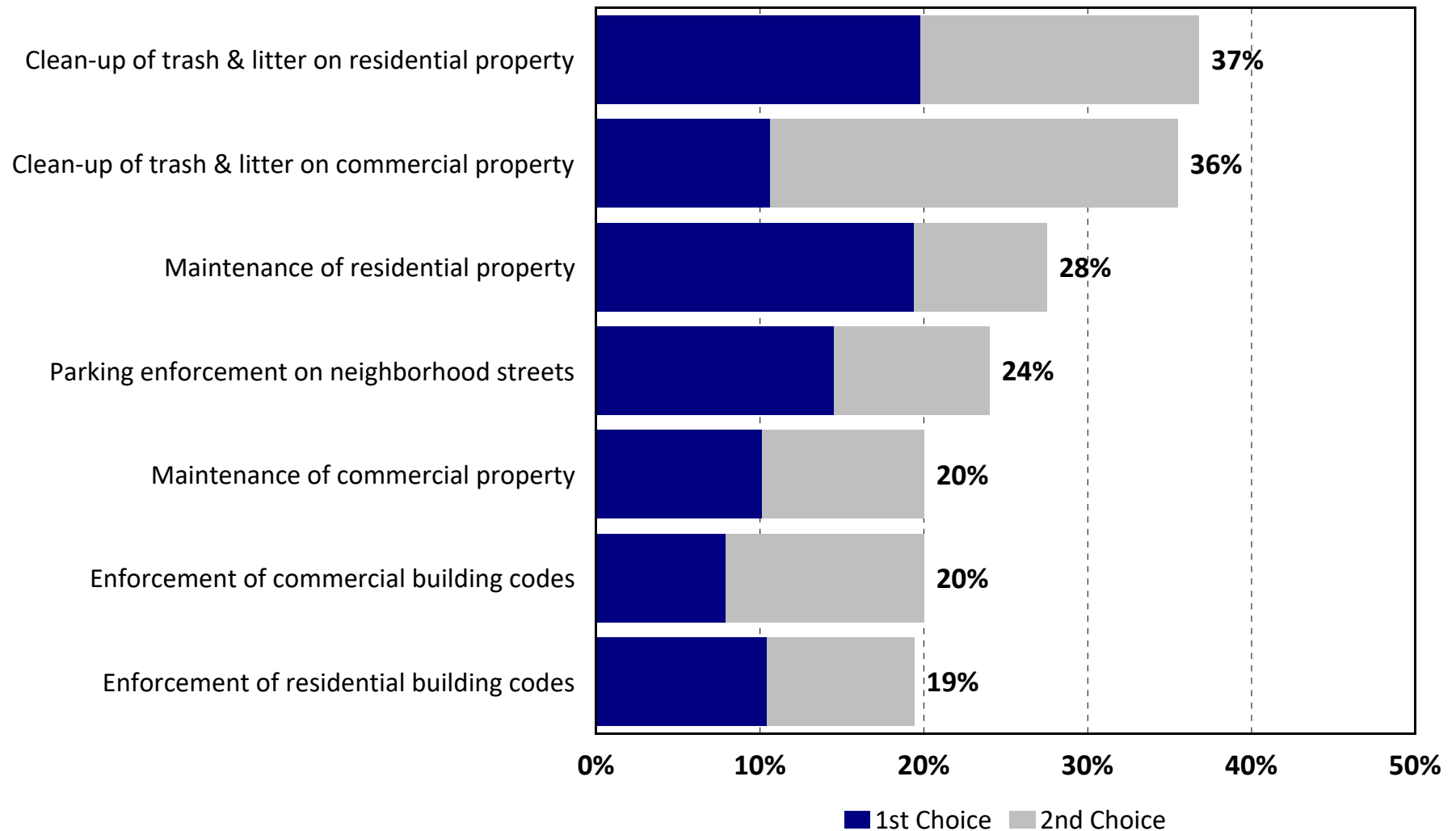
2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)



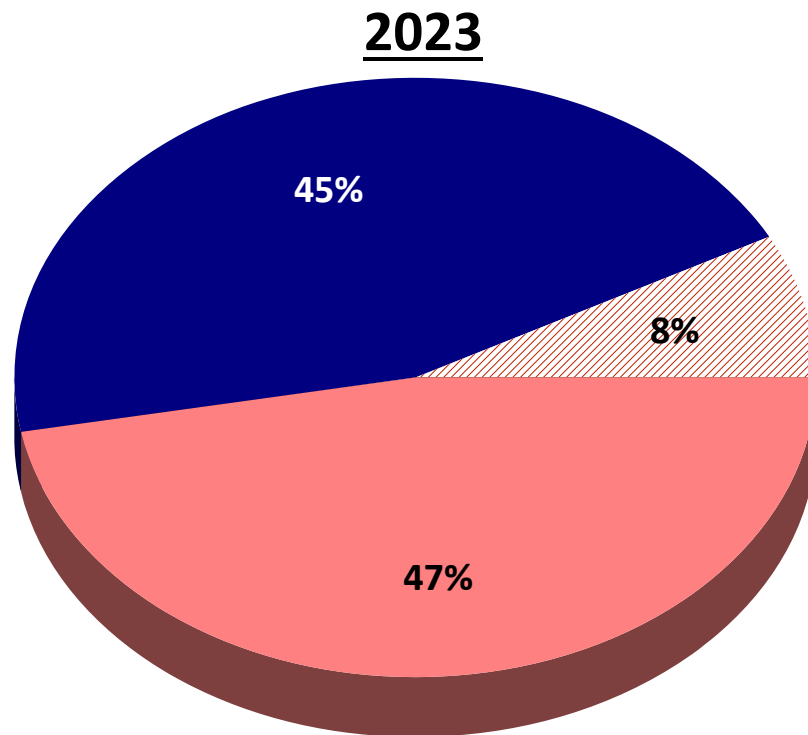
Q11. Code Enforcement Services That Residents Thought Were Most Important for the City to Provide

by percentage of respondents who selected the item as one of their top two choices

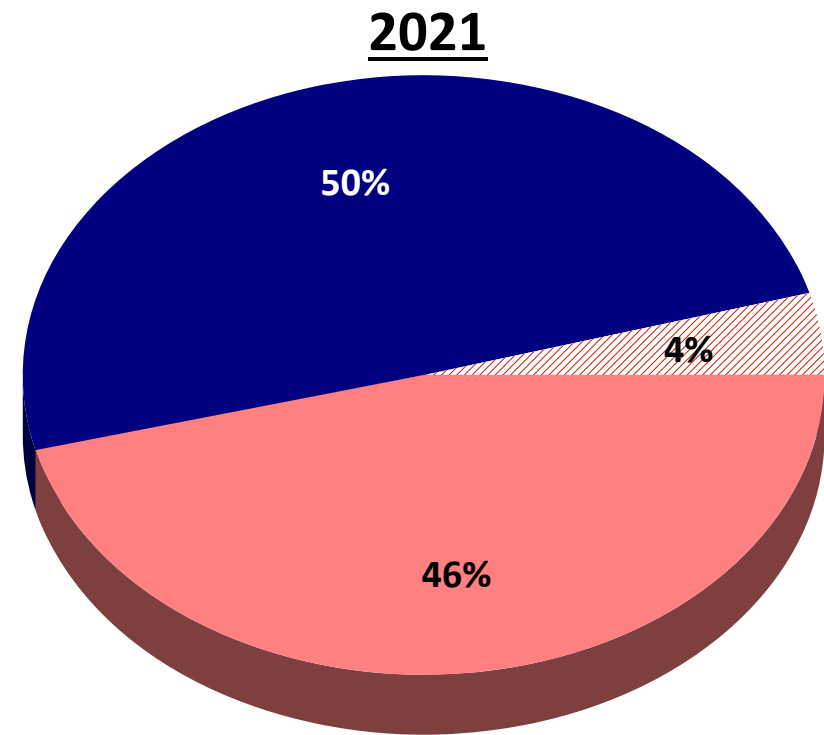


Q12. Do you feel the current level of code enforcement is...

by percentage of respondents (excluding don't knows)



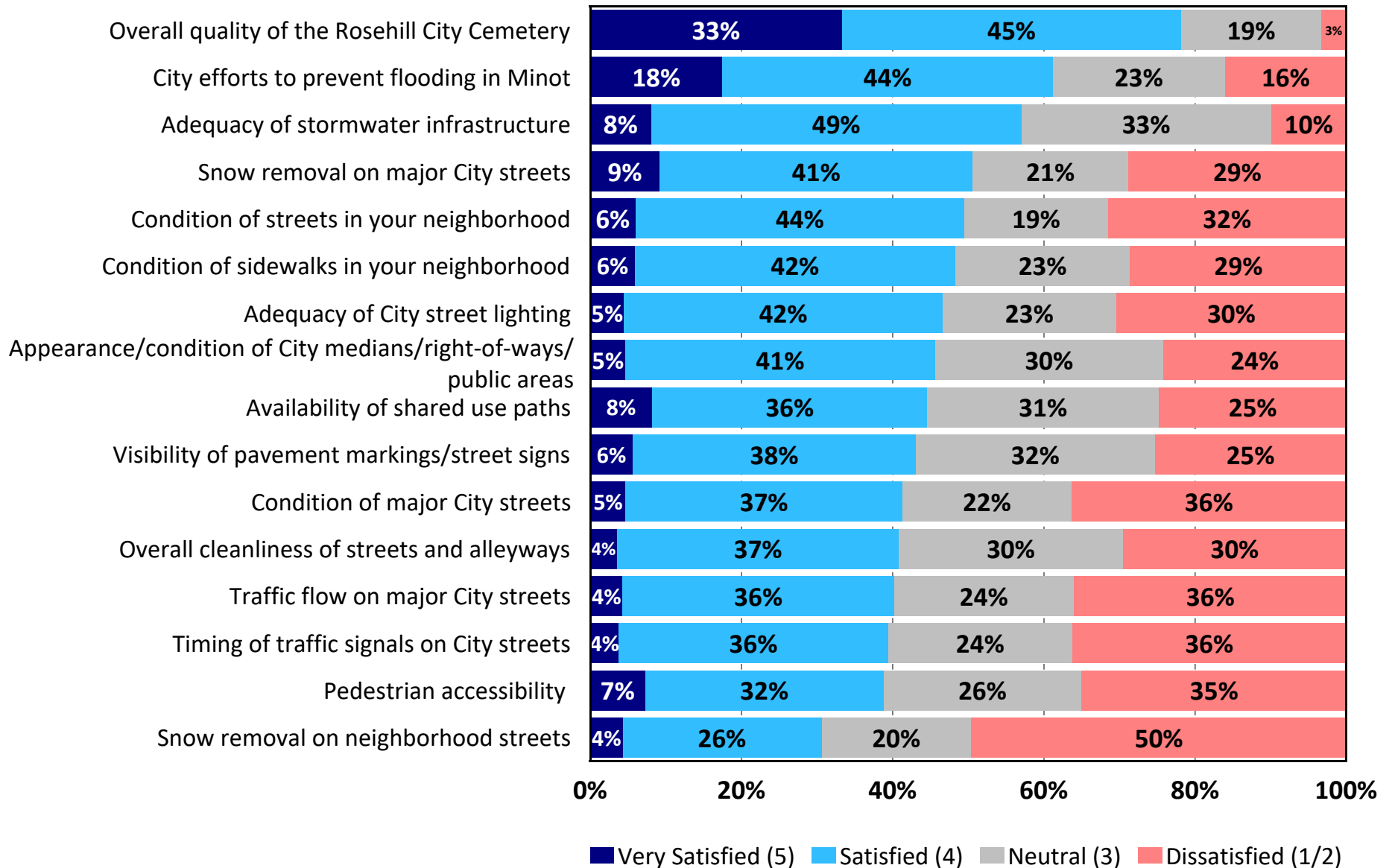
/// Too much ■ About right ■ Not enough



/// Too much ■ About right ■ Not enough

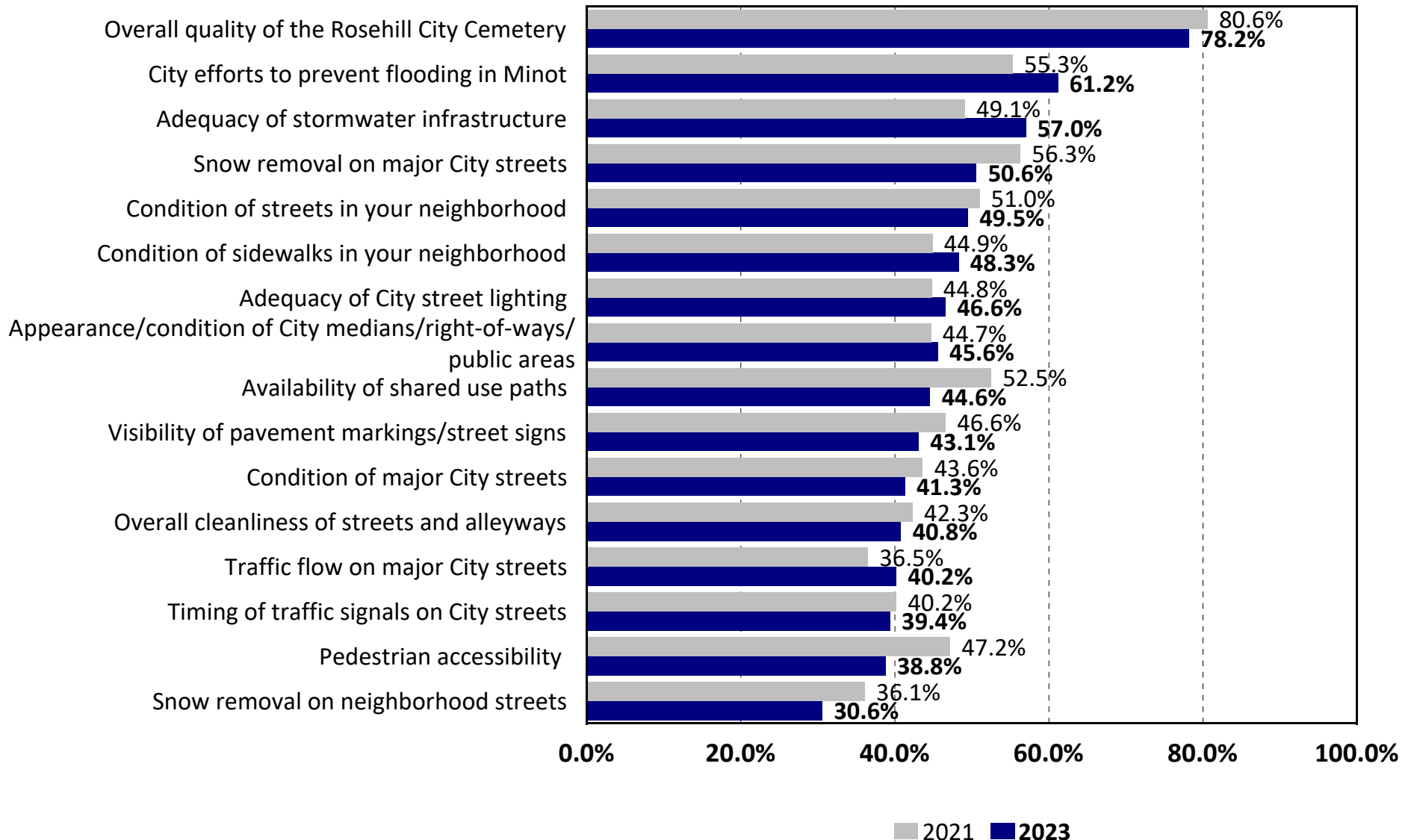
Q13. Satisfaction with City Maintenance and Public Works

by percentage of respondents (excluding don't knows)



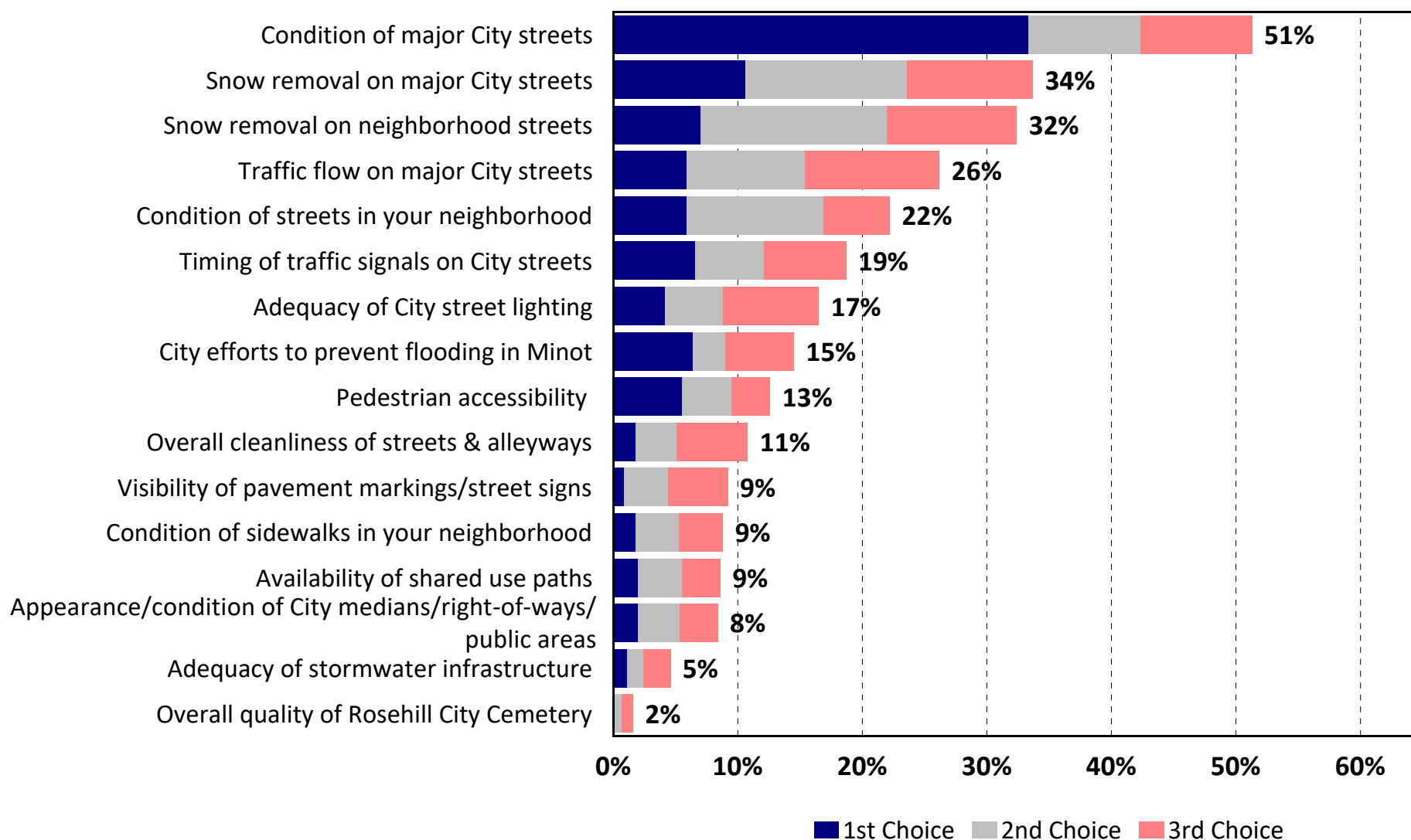
TRENDS: Satisfaction with City Maintenance and Public Works - 2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)



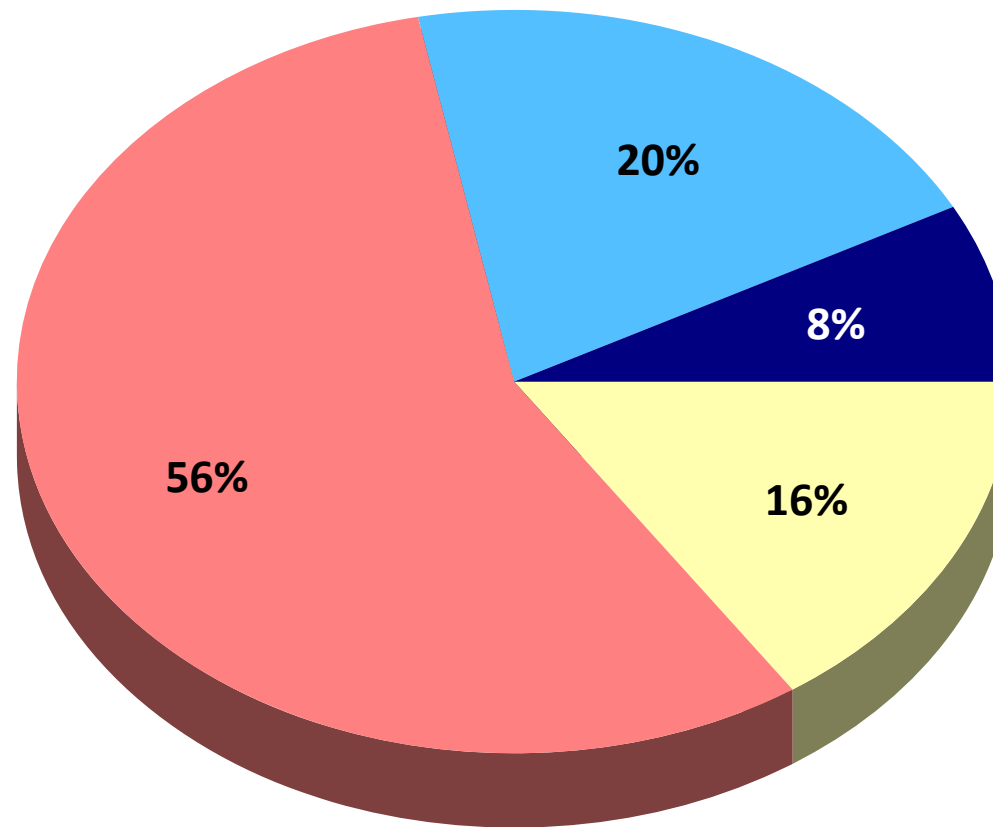
Q14. City Maintenance/Public Works Services That Residents Thought Were Most Important for the City to Provide

by percentage of respondents who selected the item as one of their top three choices



Q16. Support for a public safety sales tax to support future costs for employees, vehicles and facilities

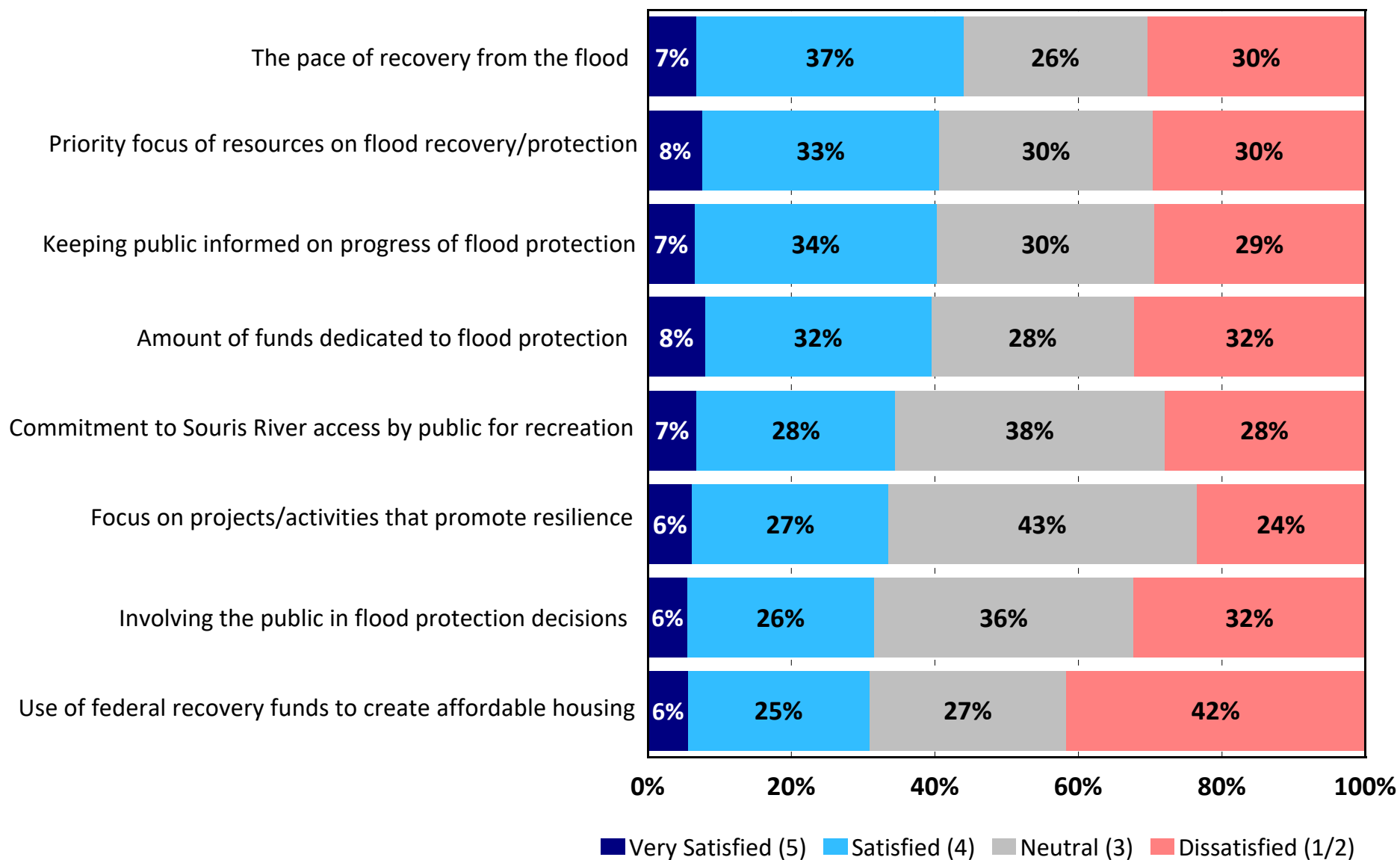
by percentage of respondents



Very supportive Somewhat supportive
Not supportive Not sure

Q17. Satisfaction with Flood Recovery

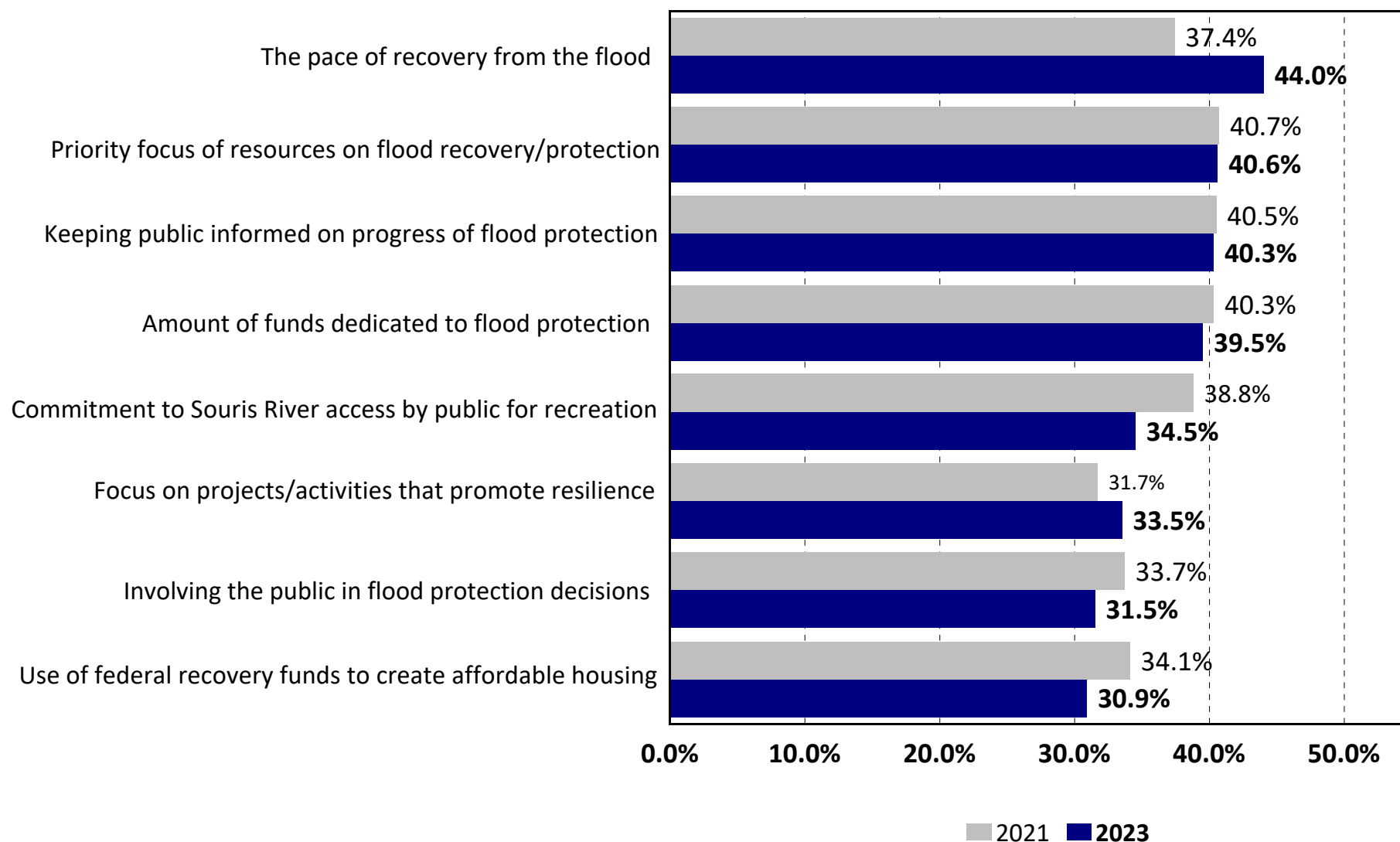
by percentage of respondents (excluding don't knows)



TRENDS: Satisfaction with Flood Recovery

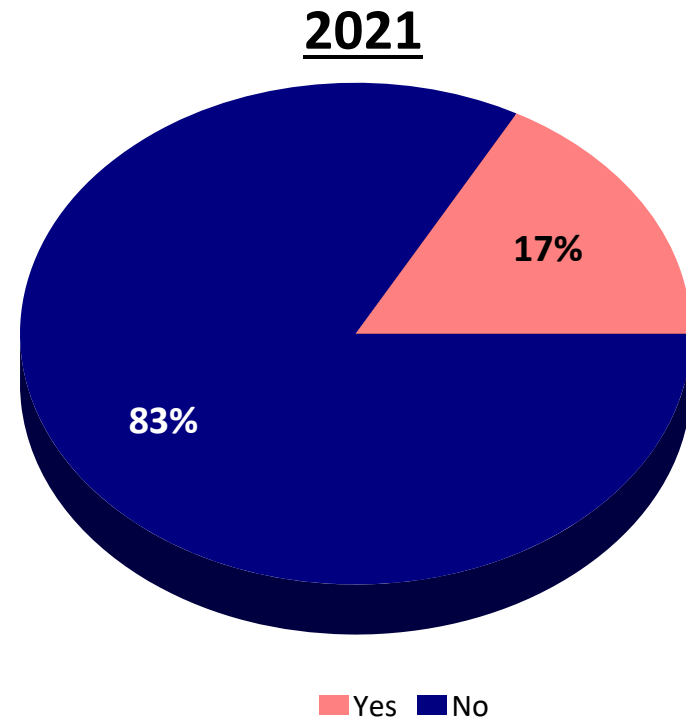
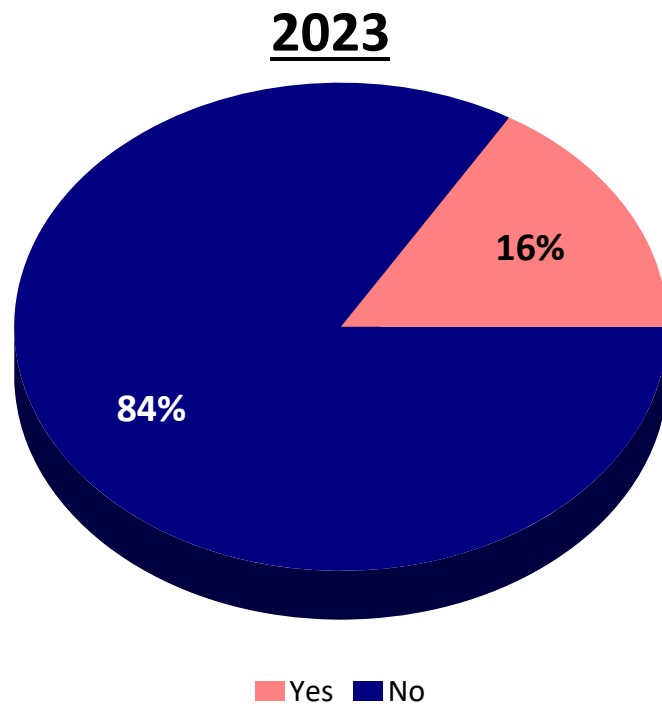
2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)



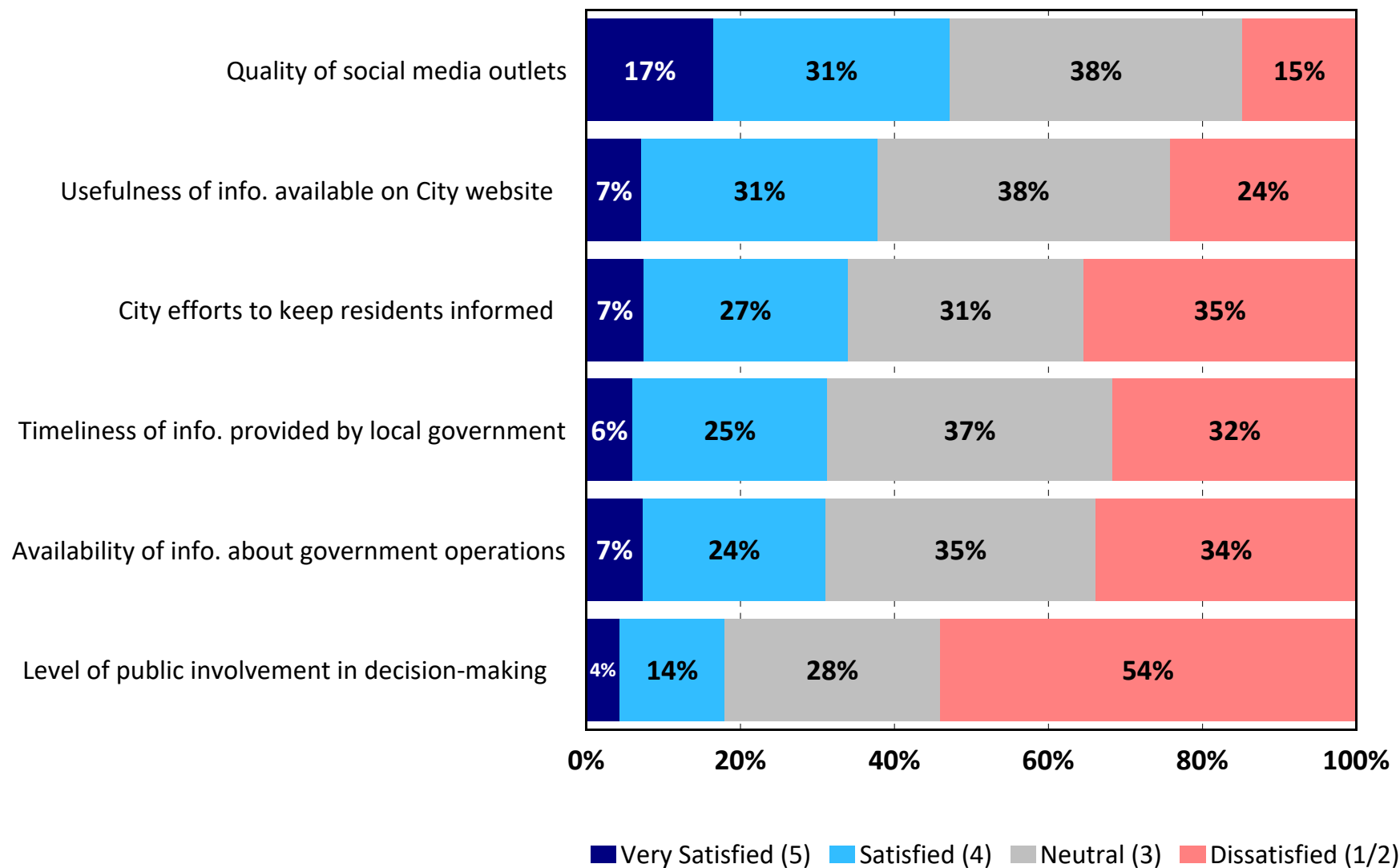
Q18. Do you have flooding concerns in your neighborhood?

by percentage of respondents (excluding not provided)



Q19. Satisfaction with City Communication

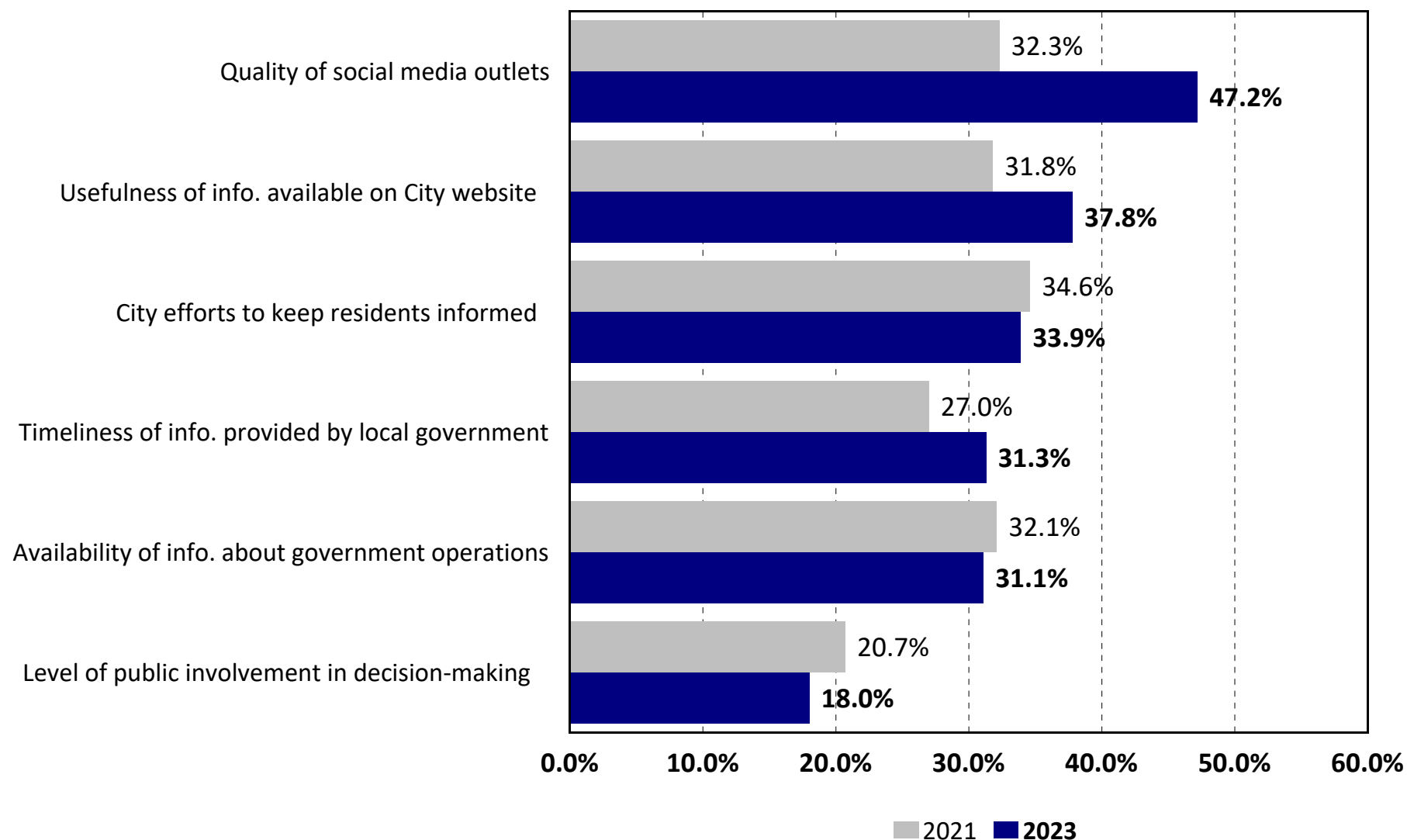
by percentage of respondents (excluding don't knows)



TRENDS: Satisfaction with City Communication

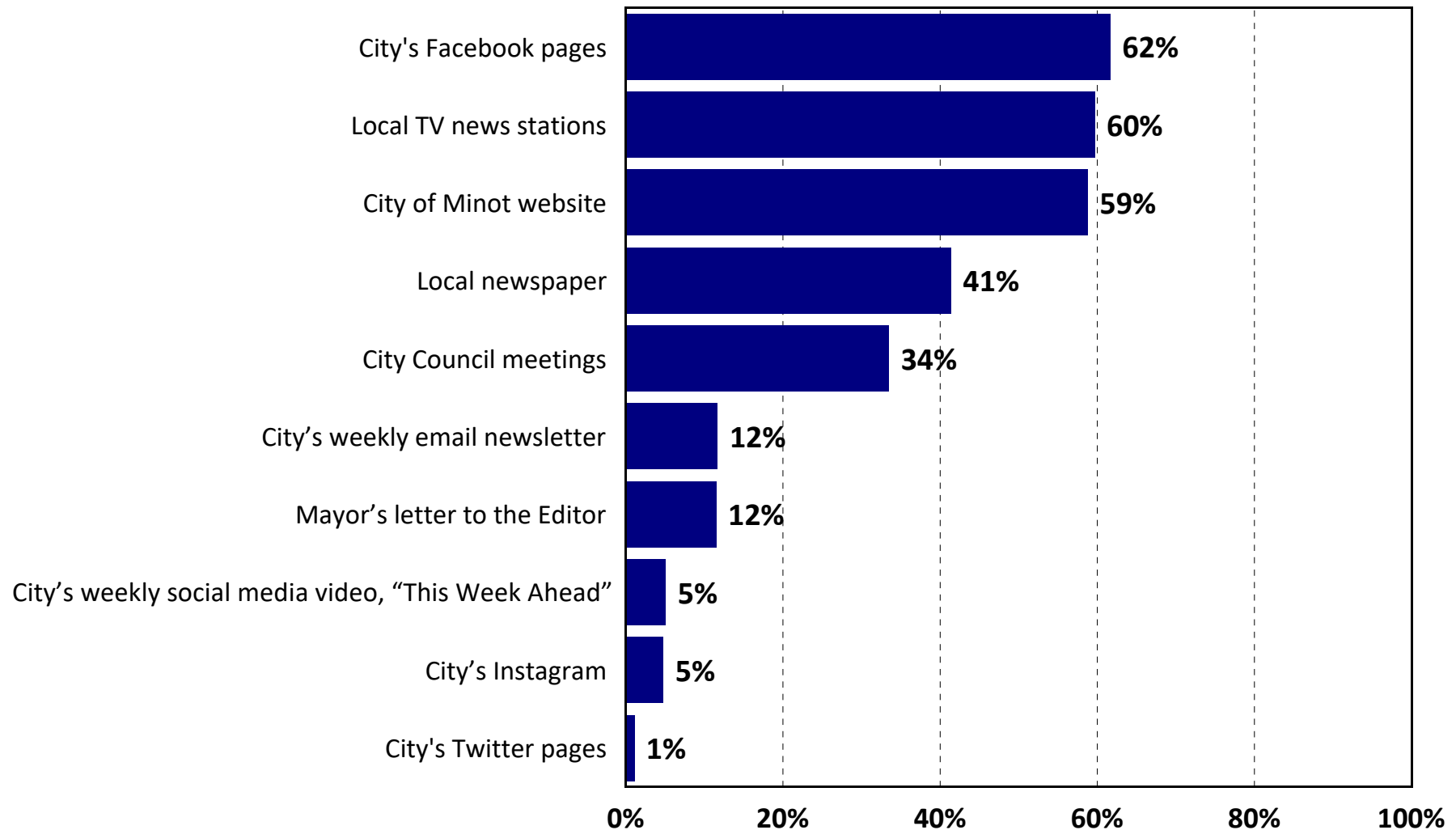
2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)



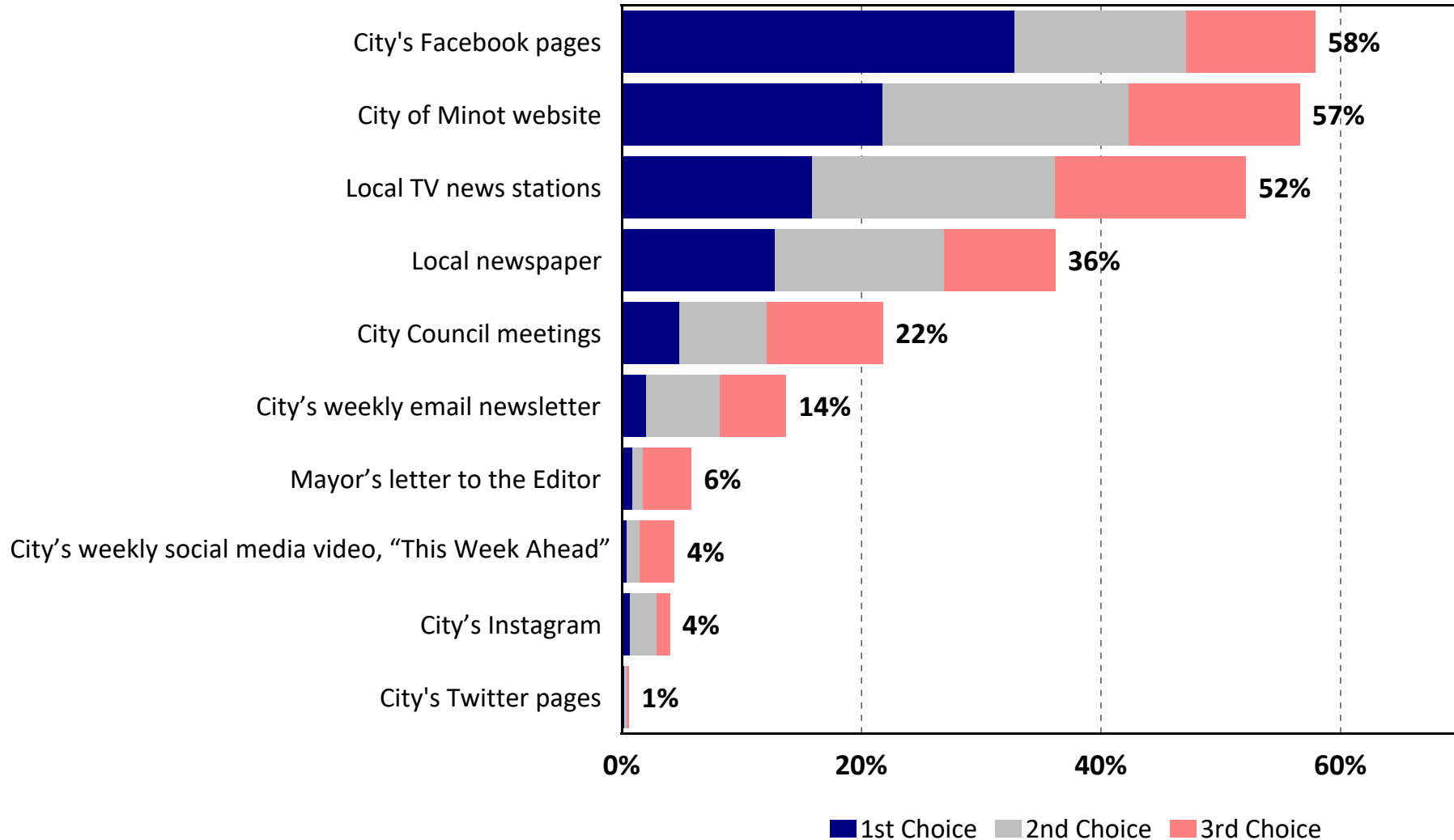
Q20. Where Residents Currently Receive Information About the City of Minot

by percentage of respondents (multiple selections could be made)



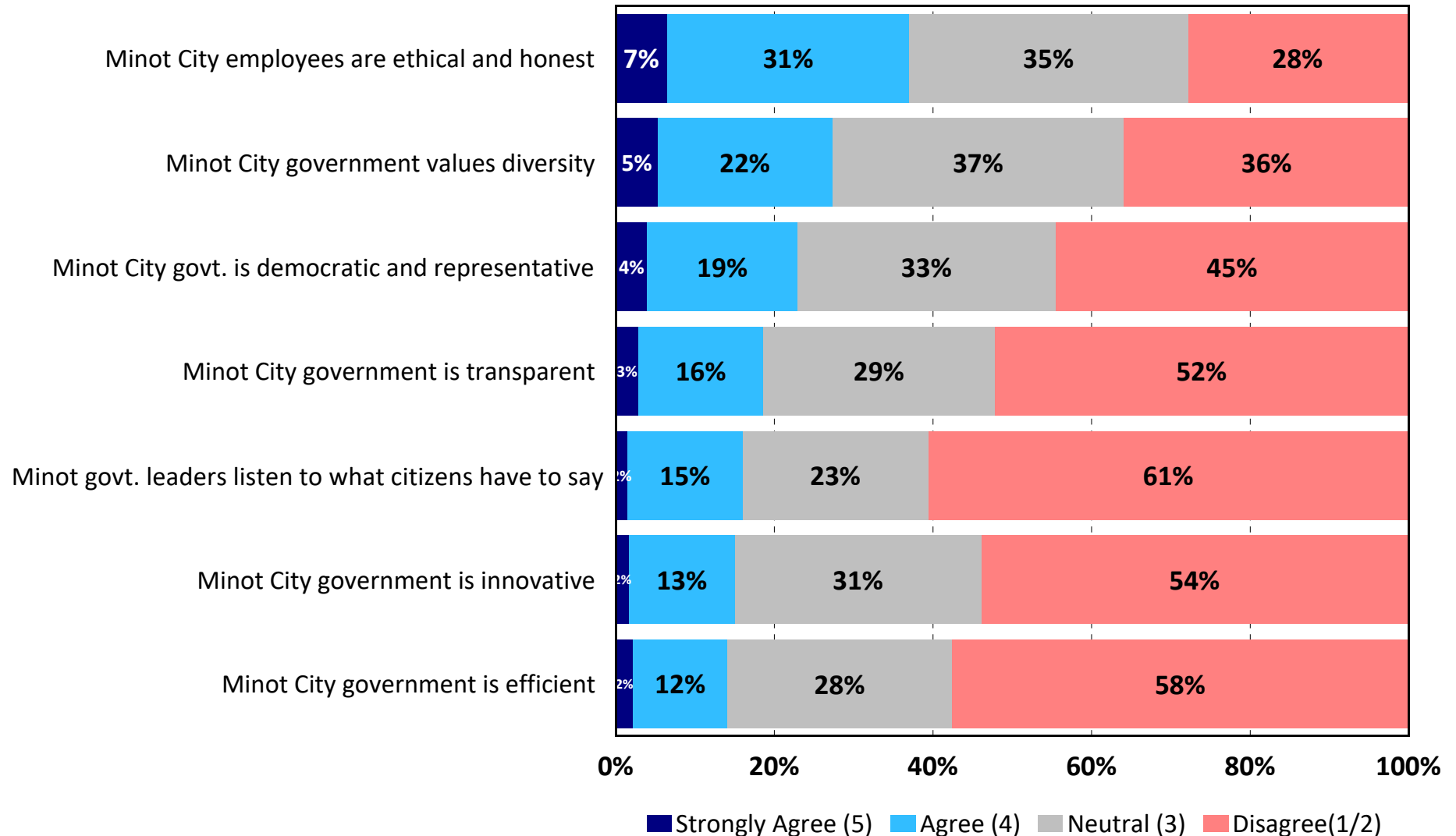
Q21. Sources of Information That Residents MOST PREFER to Receive About the City

by percentage of respondents who selected the item as one of their top three choices



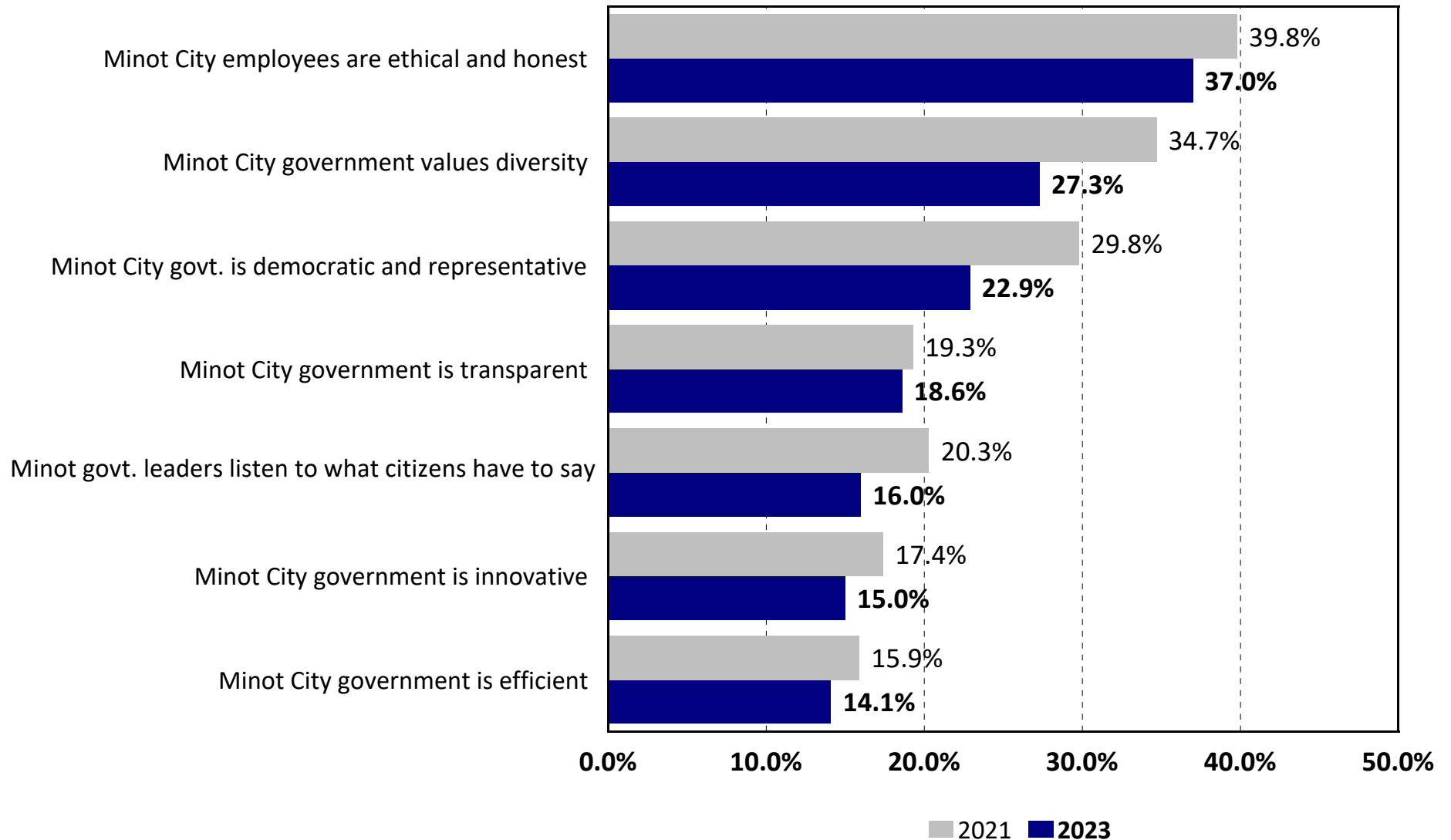
Q22. Agreement with Various Statements About City Government

by percentage of respondents who contacted the City (excluding don't knows)



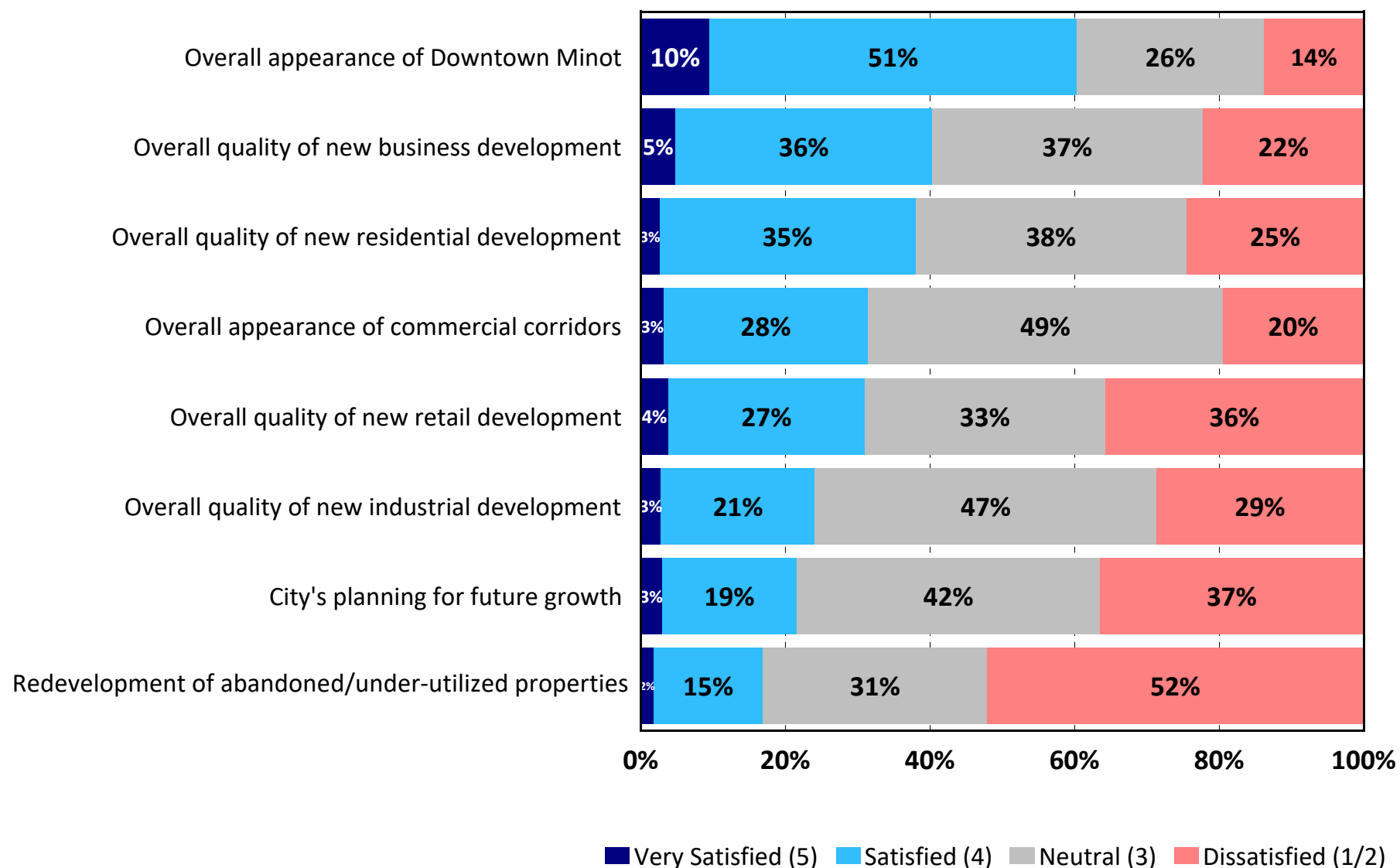
TRENDS: Agreement with Various Statements About City Government - 2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)



Q23. Satisfaction with Economic Development

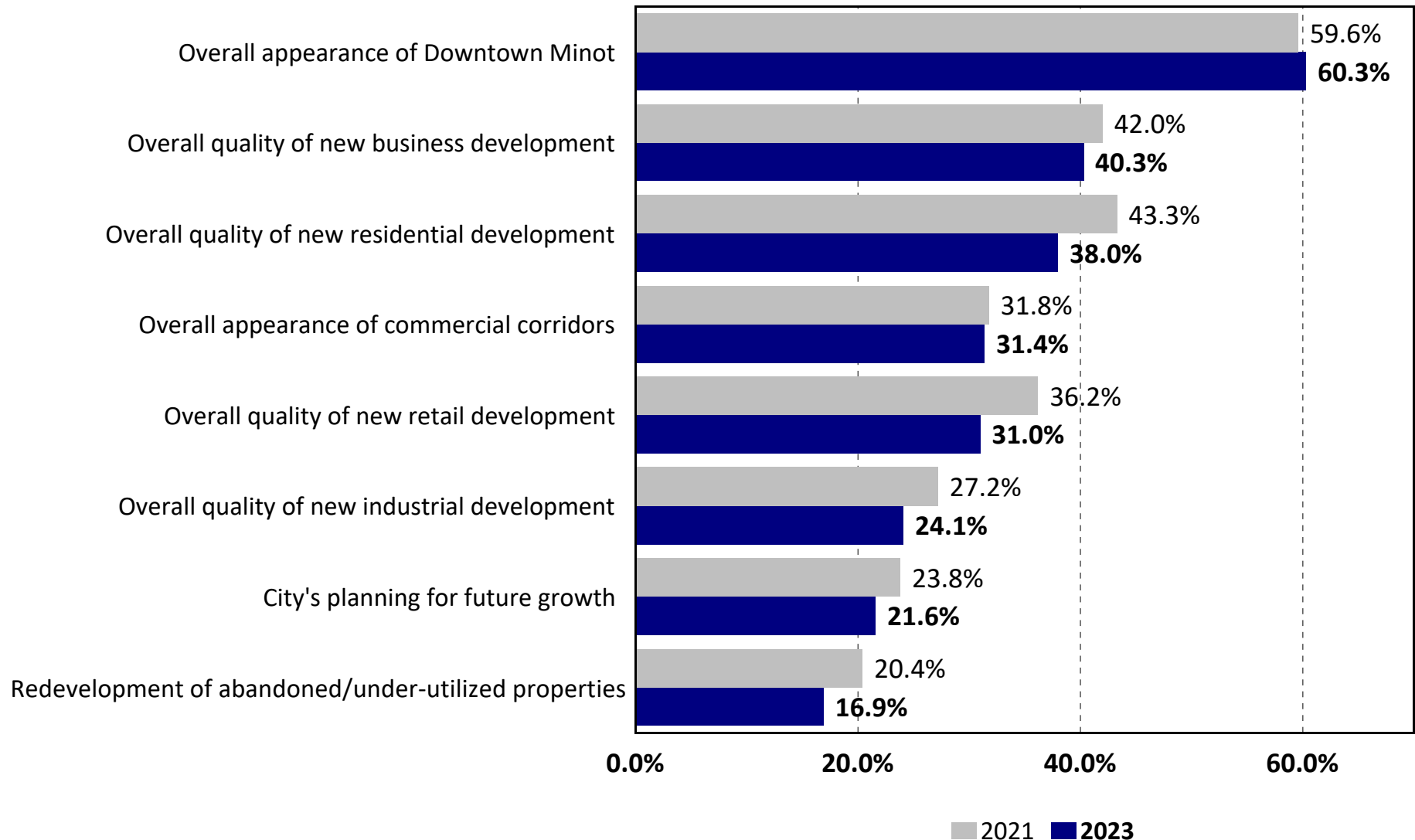
by percentage of respondents (excluding don't knows)



TRENDS: Satisfaction with Economic Development

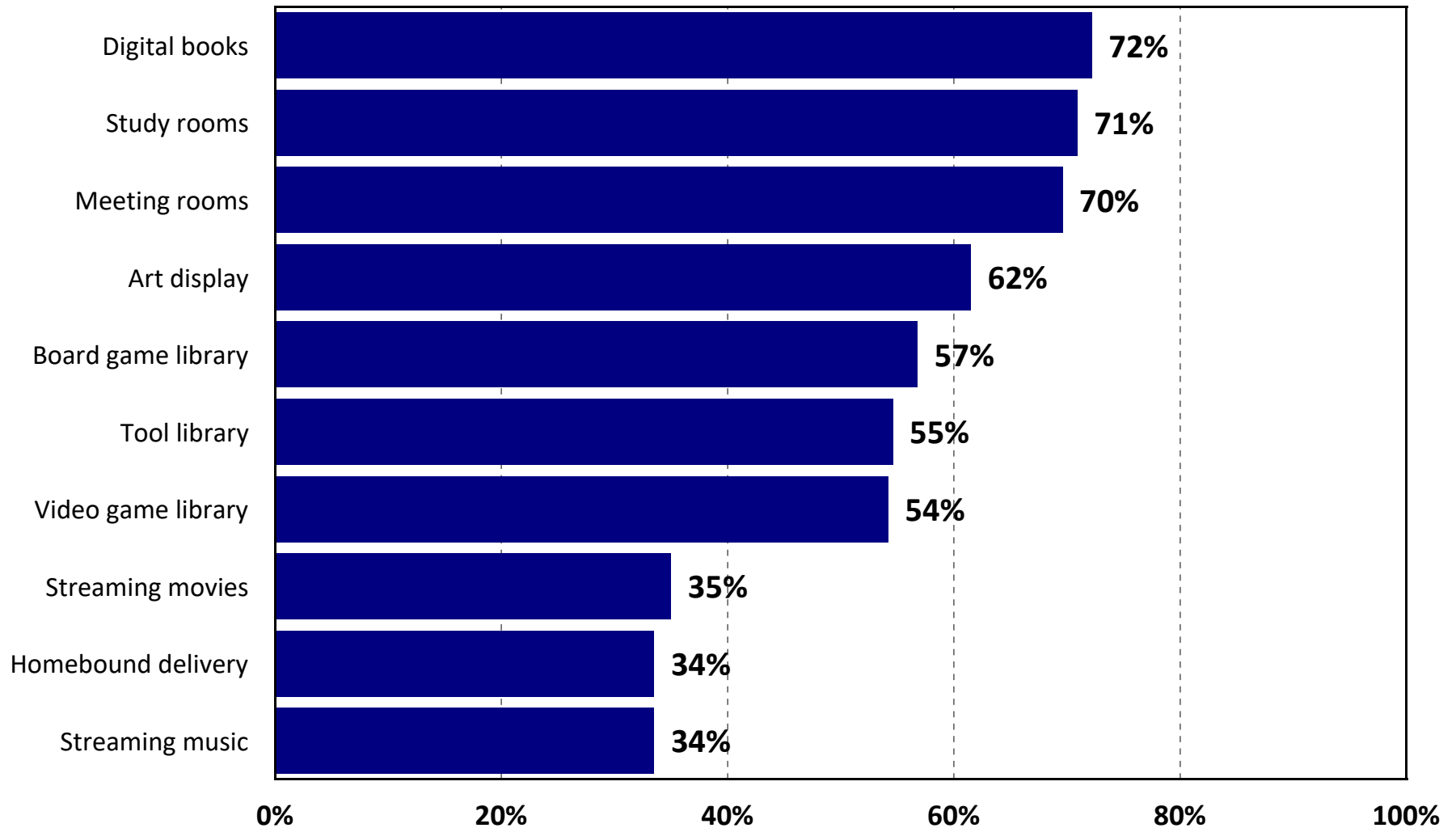
2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)



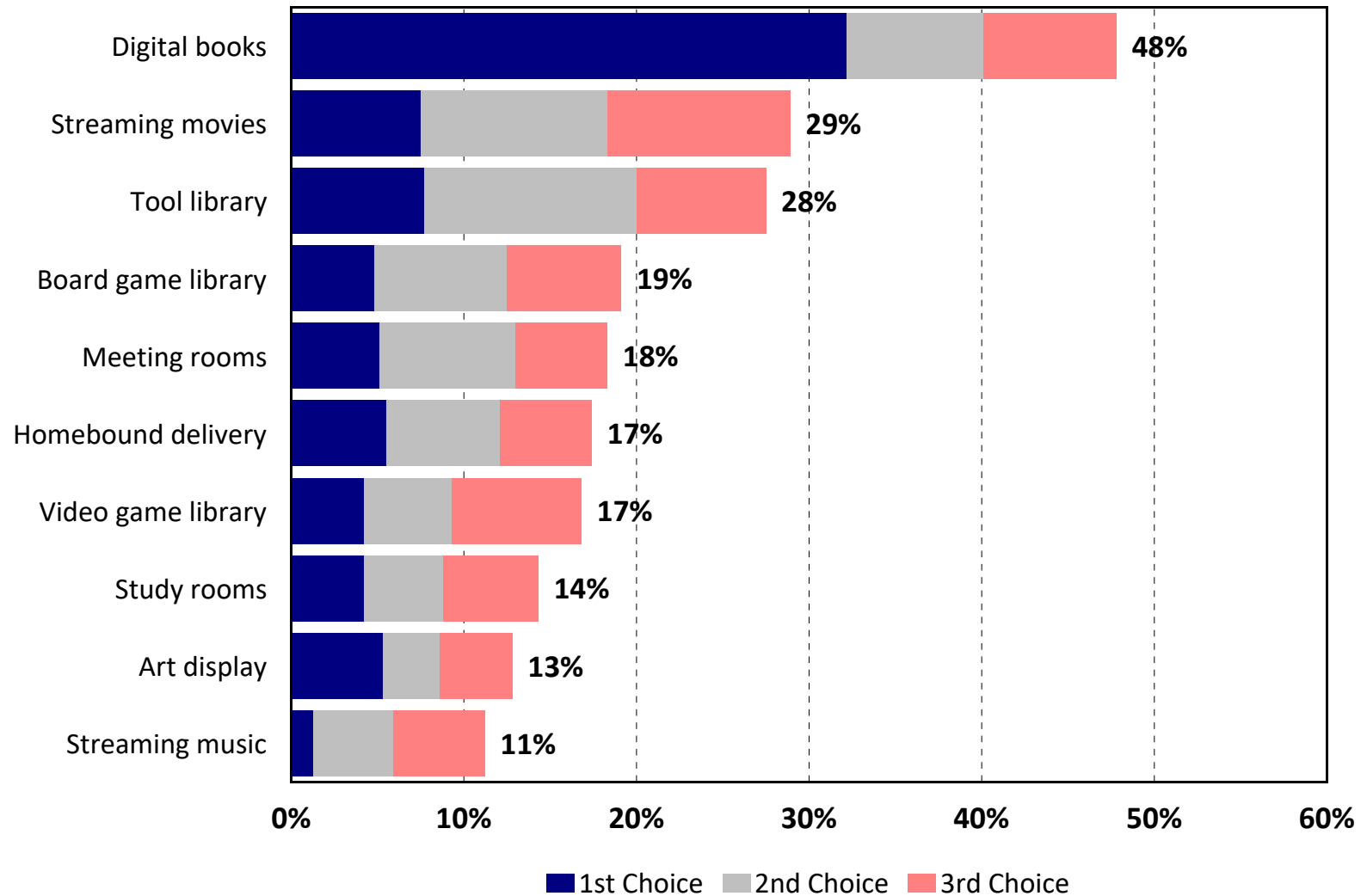
Q24. Awareness of the Following Services at the Minot Public Library

by percentage of respondents who are aware of the service



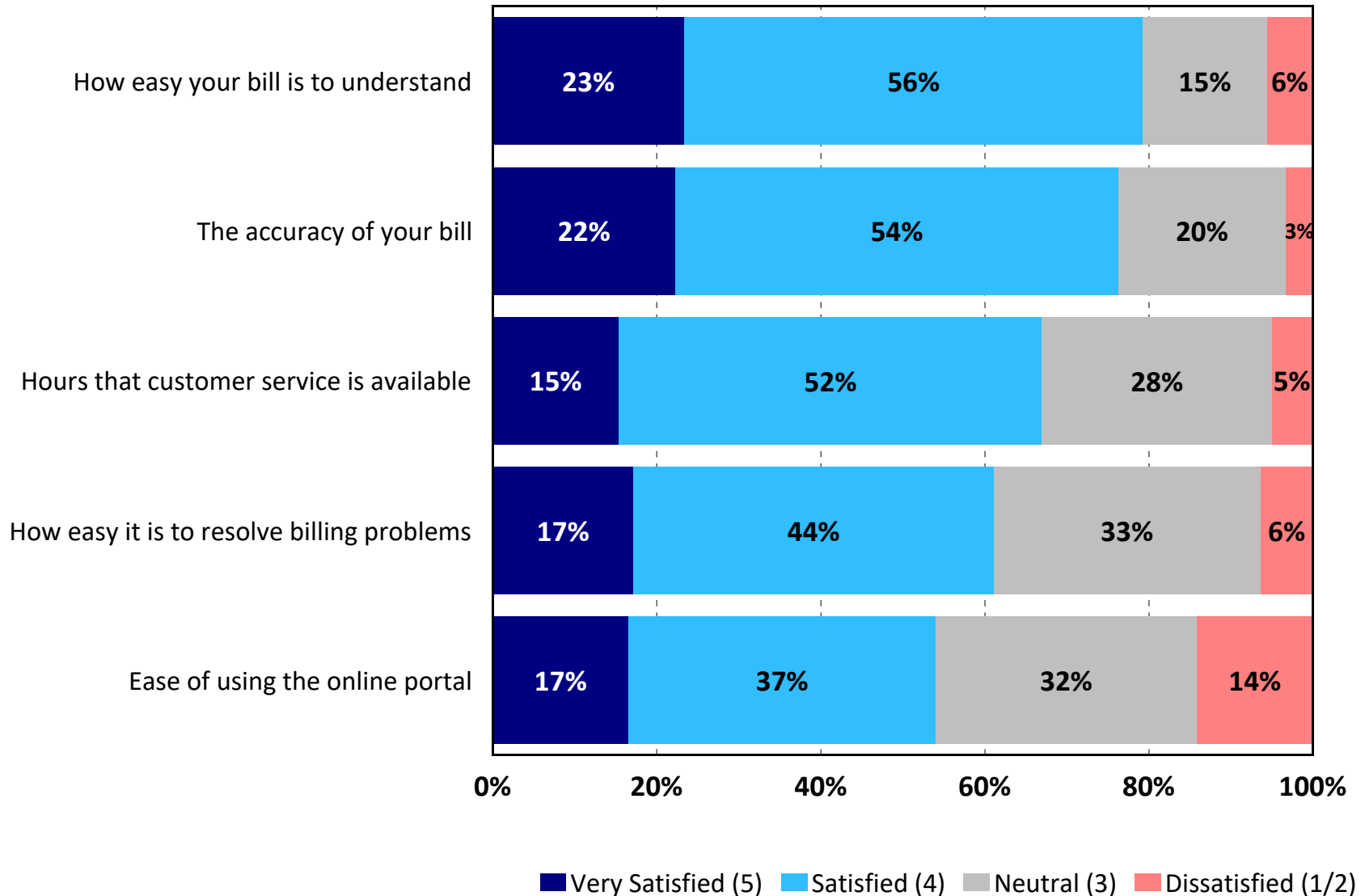
Q25. Three Library Services Households Would be Most Likely to Use

by percentage of respondents who selected the item as one of their top three choices



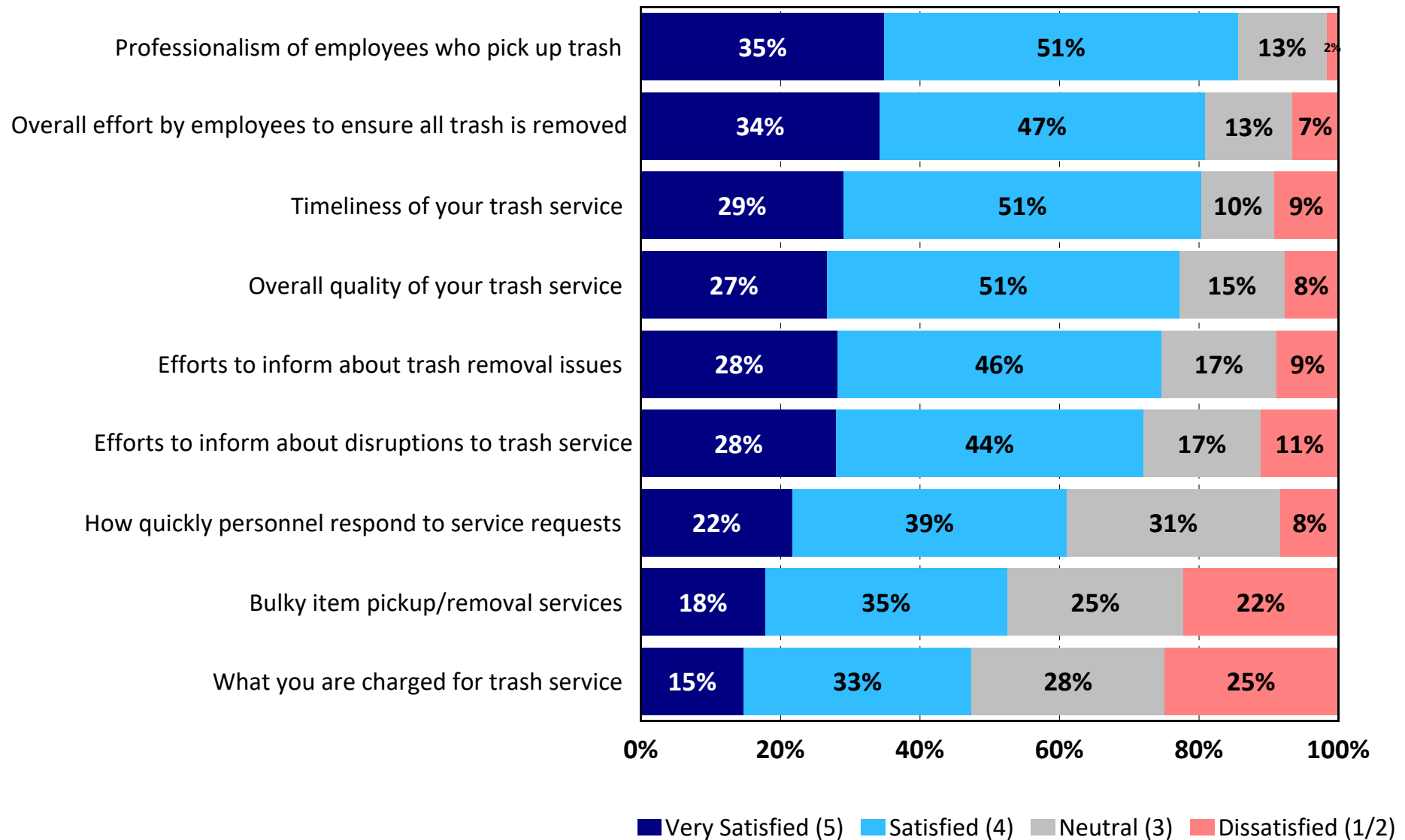
Q26. Satisfaction with Utility Billing

by percentage of respondents (excluding don't knows)



Q27. Satisfaction with Trash Service

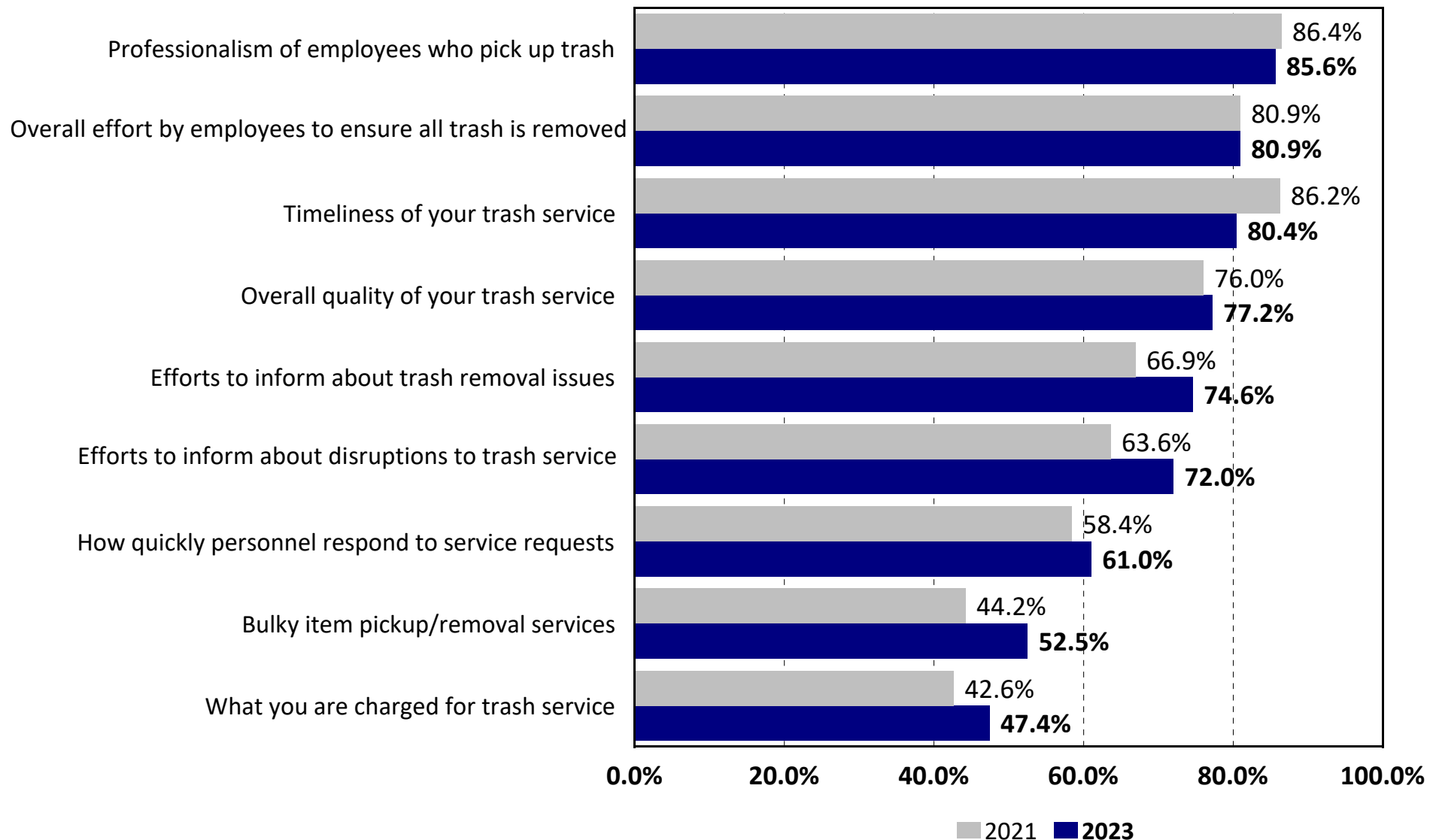
by percentage of respondents (excluding don't knows)



TRENDS: Satisfaction with Trash Service

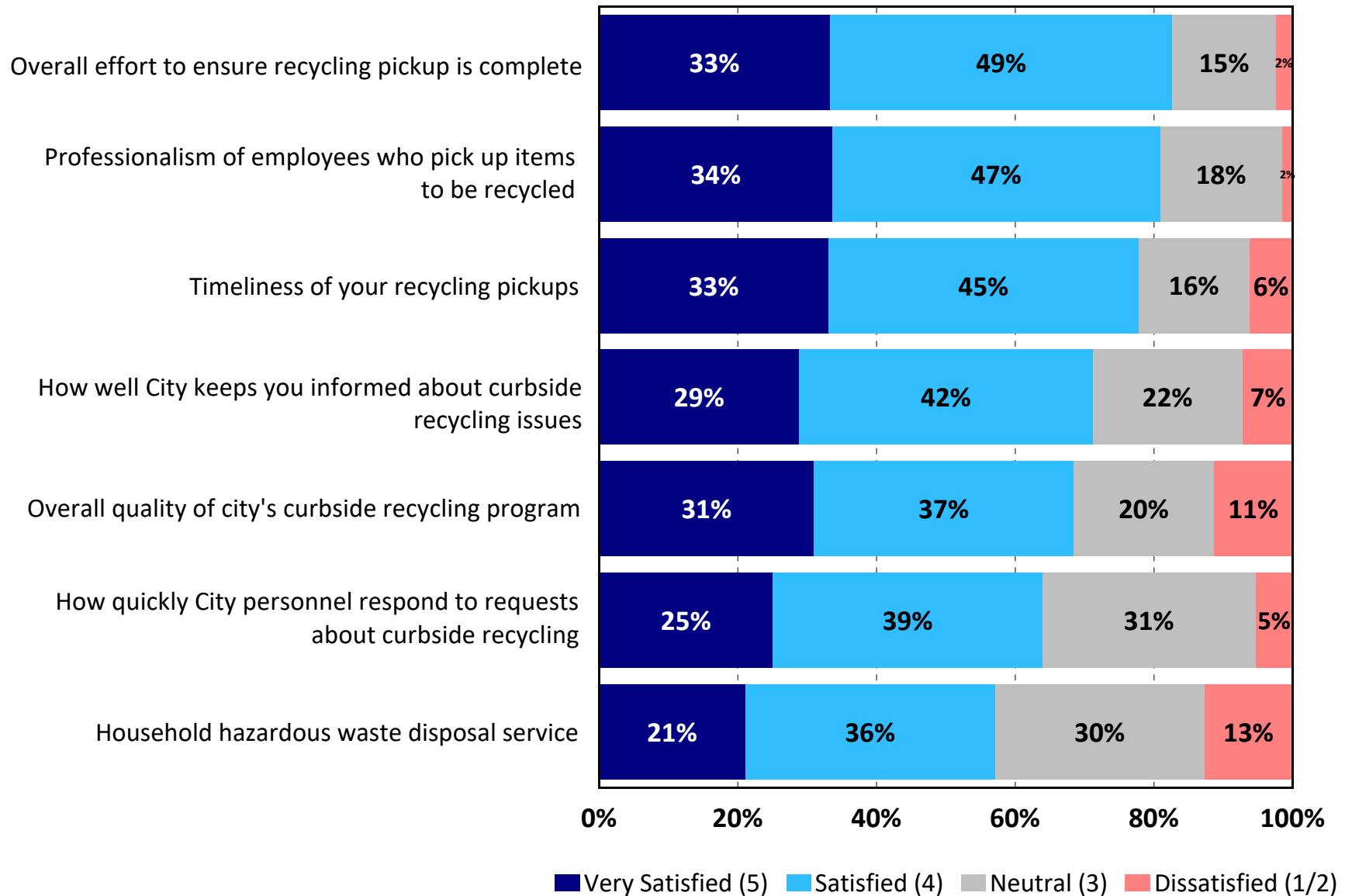
2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)



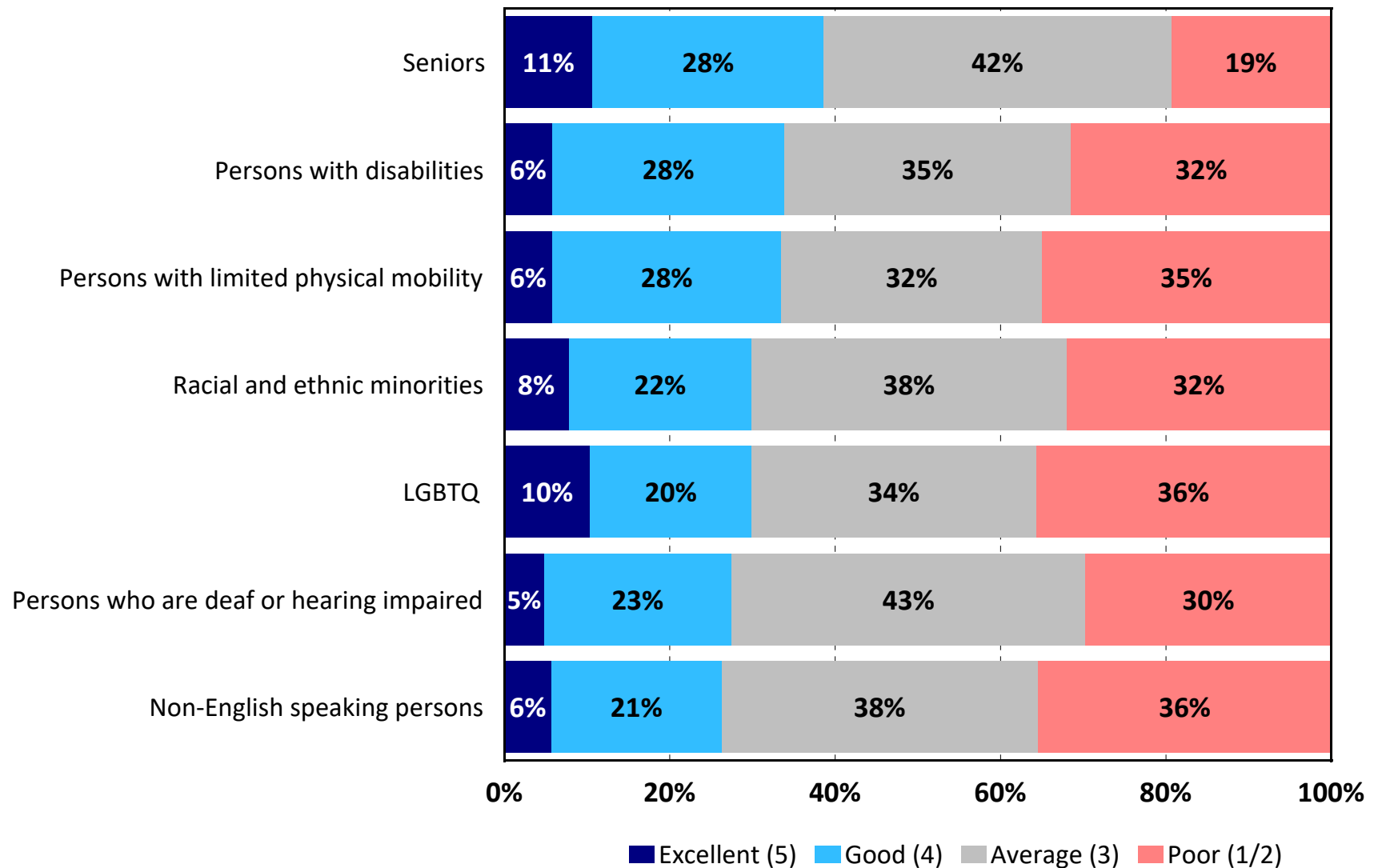
Q28. Satisfaction with Recycling Service

by percentage of respondents (excluding don't knows)



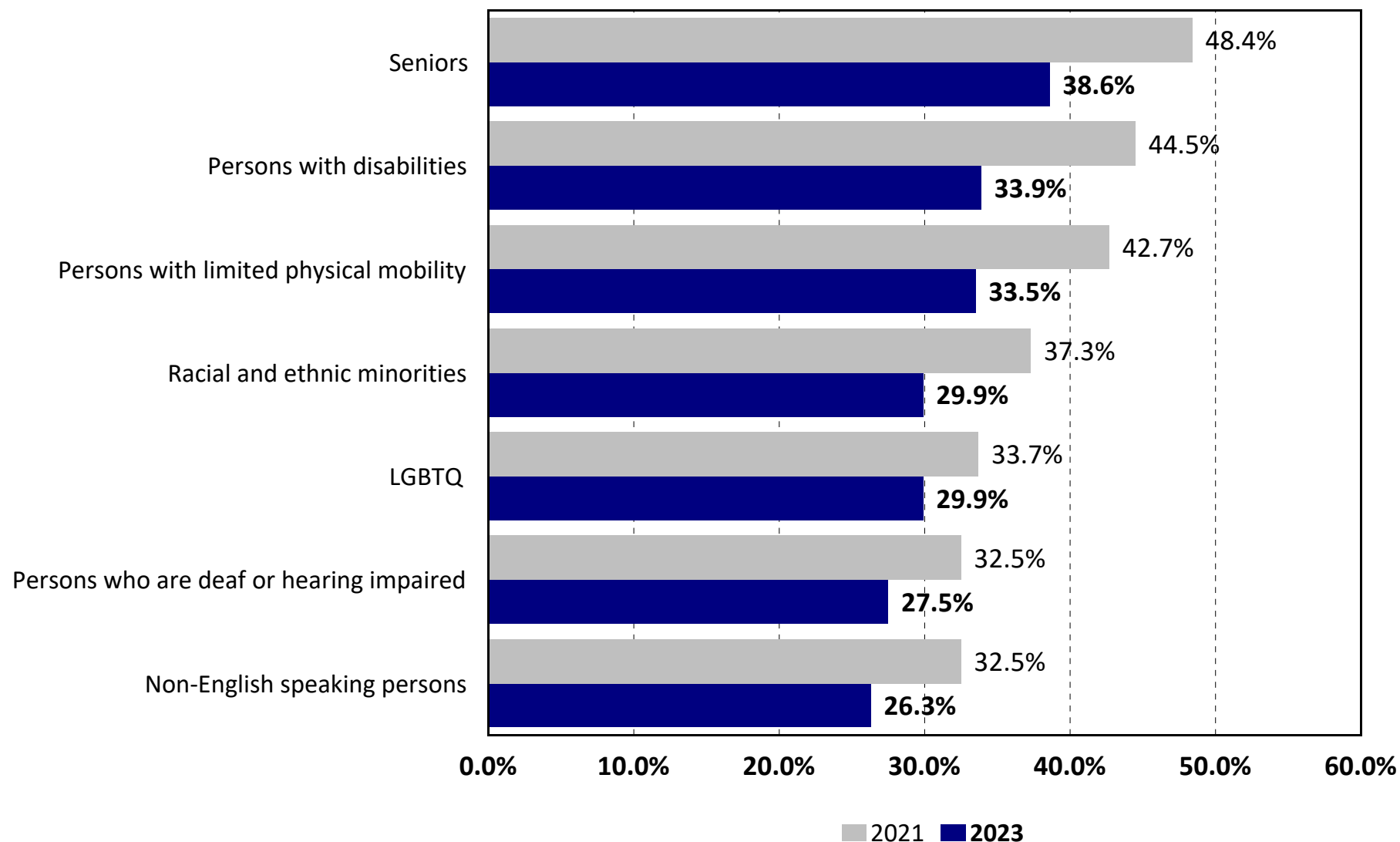
Q29. How Well the City of Minot Serves the Following Populations

by percentage of respondents (excluding don't knows)



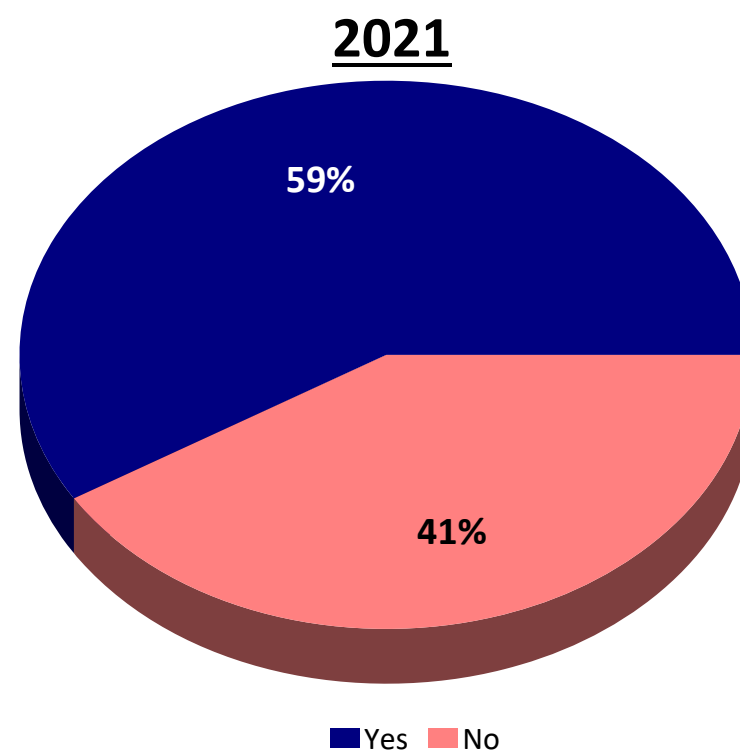
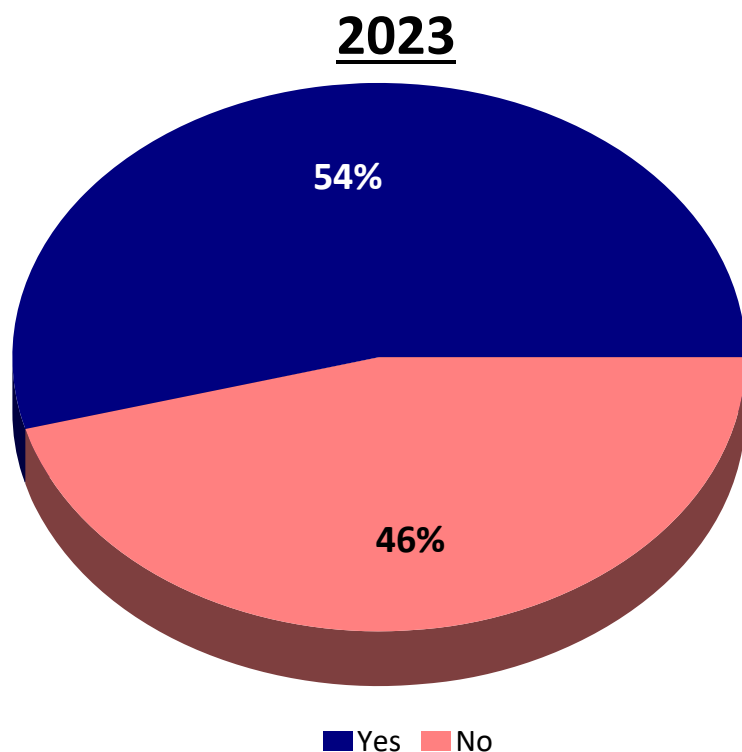
TRENDS: How Well the City of Minot Serves the Following Populations - 2021 vs. 2023

by percentage of respondents who rated the item as a 4 or 5 on a 5-point scale (excluding don't knows)



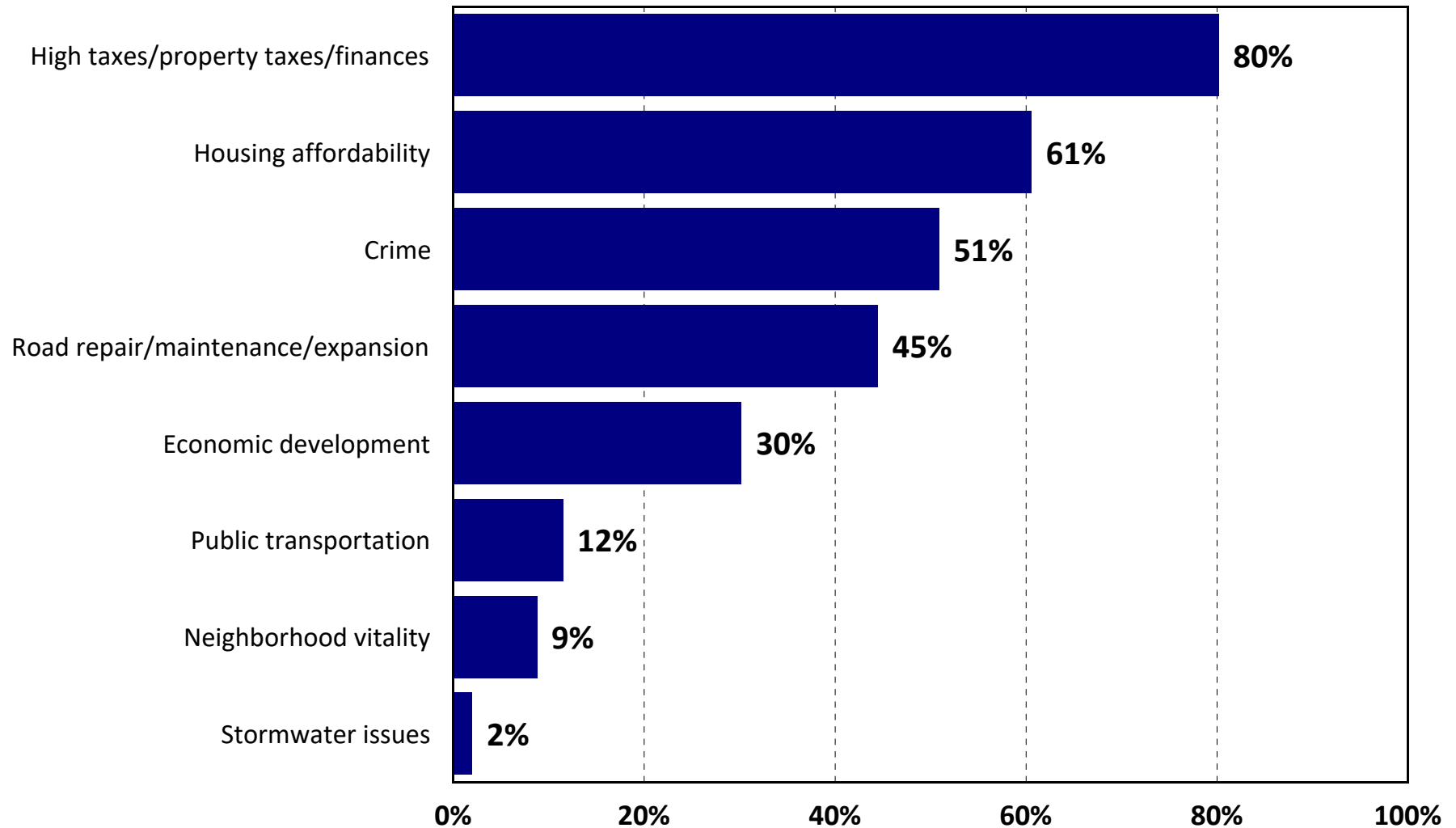
Q30. Do you think the City of Minot is continually improving as a place to live?

by percentage of respondents (excluding don't knows)



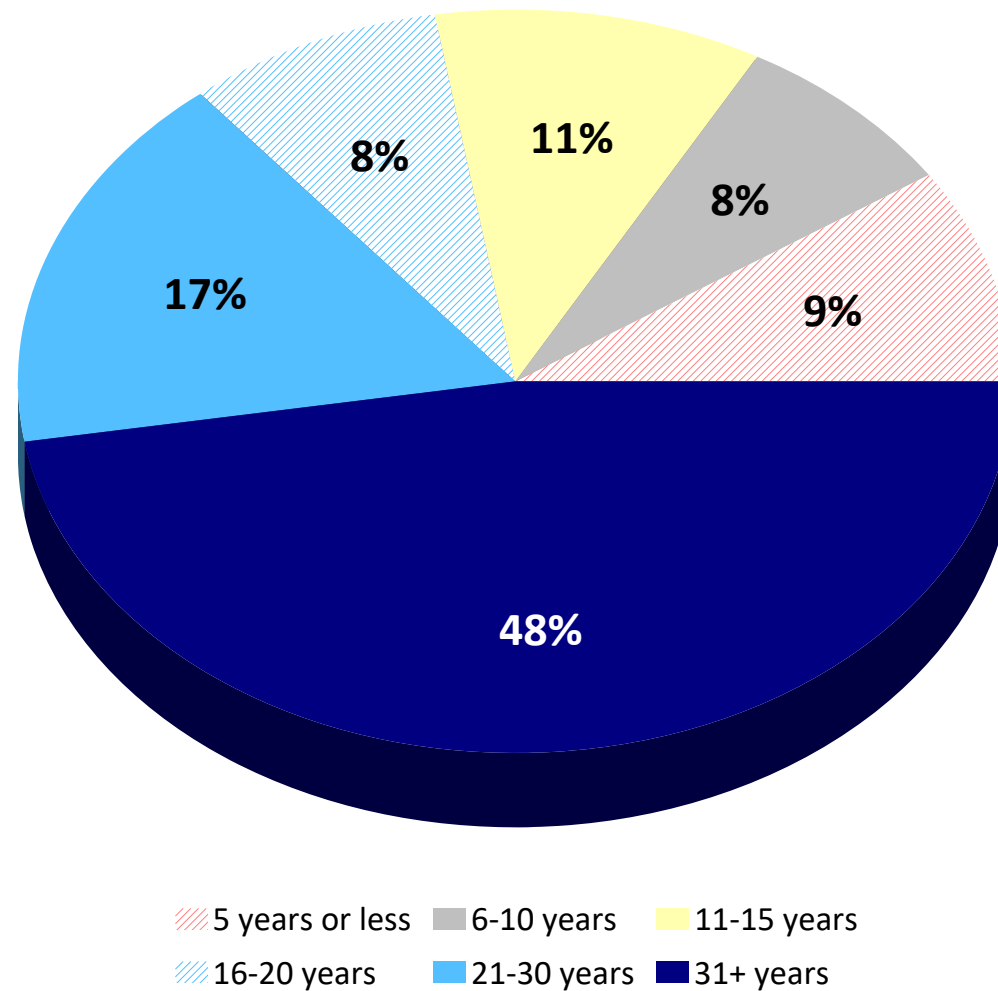
Q31. Biggest Issues Minot Will Face Within the Next Five Years

by percentage of respondents (up to three selections could be made)



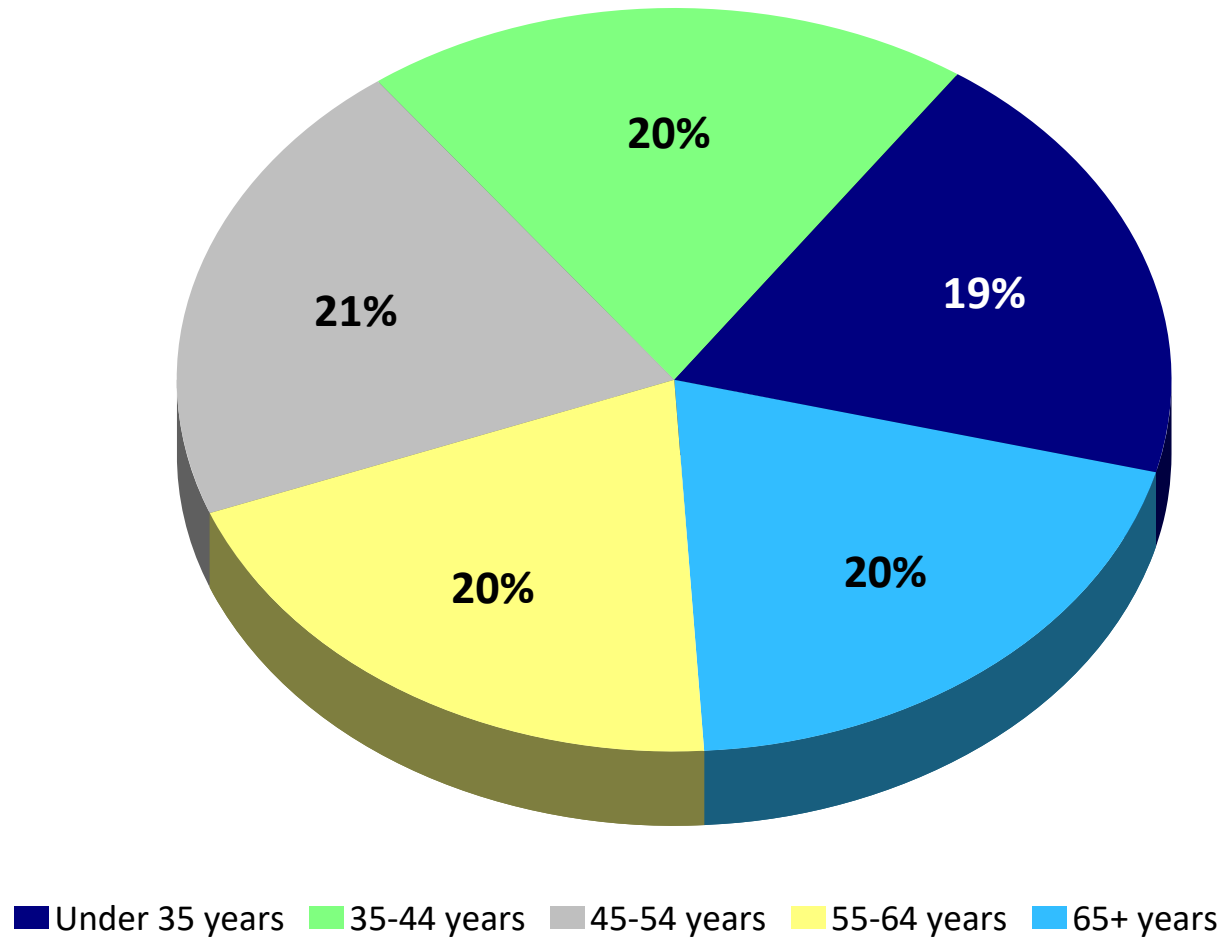
Demographics: Approximately how many years have you lived in Minot?

by percentage of respondents (excluding not provided)



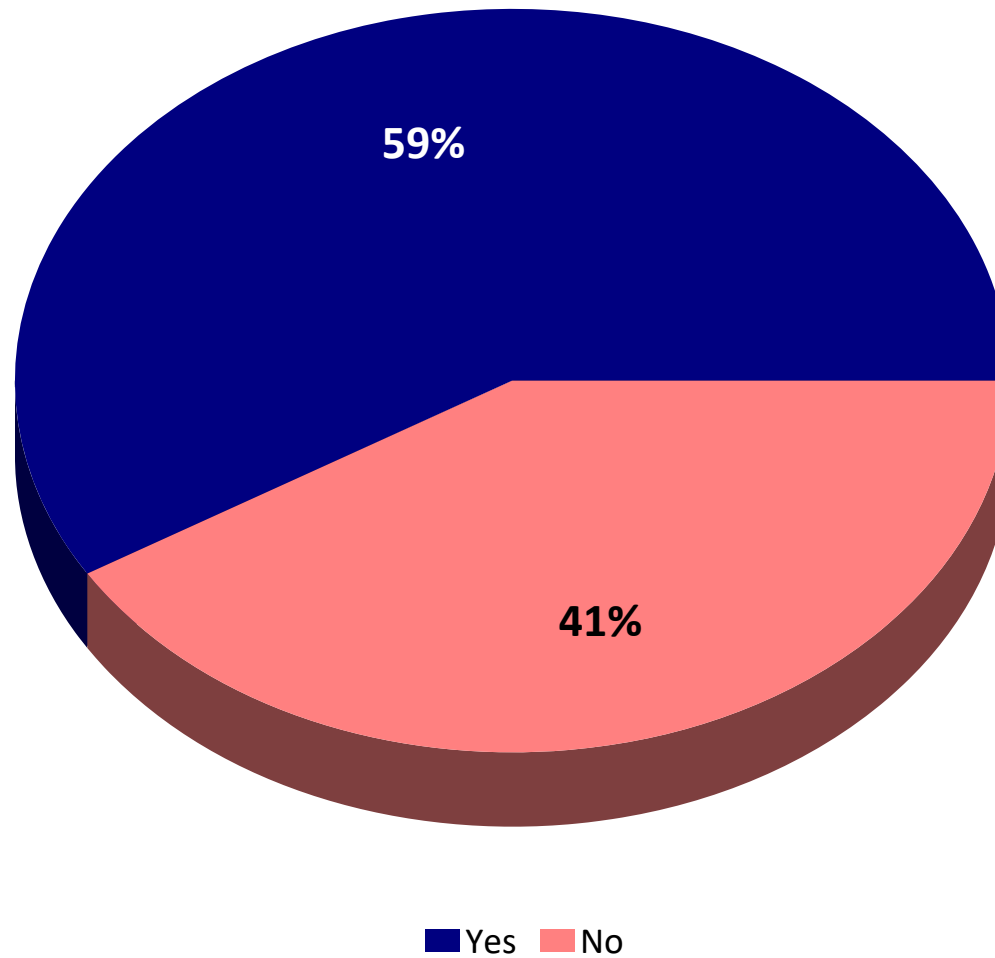
Demographics: What is your age?

by percentage of respondents (excluding not provided)



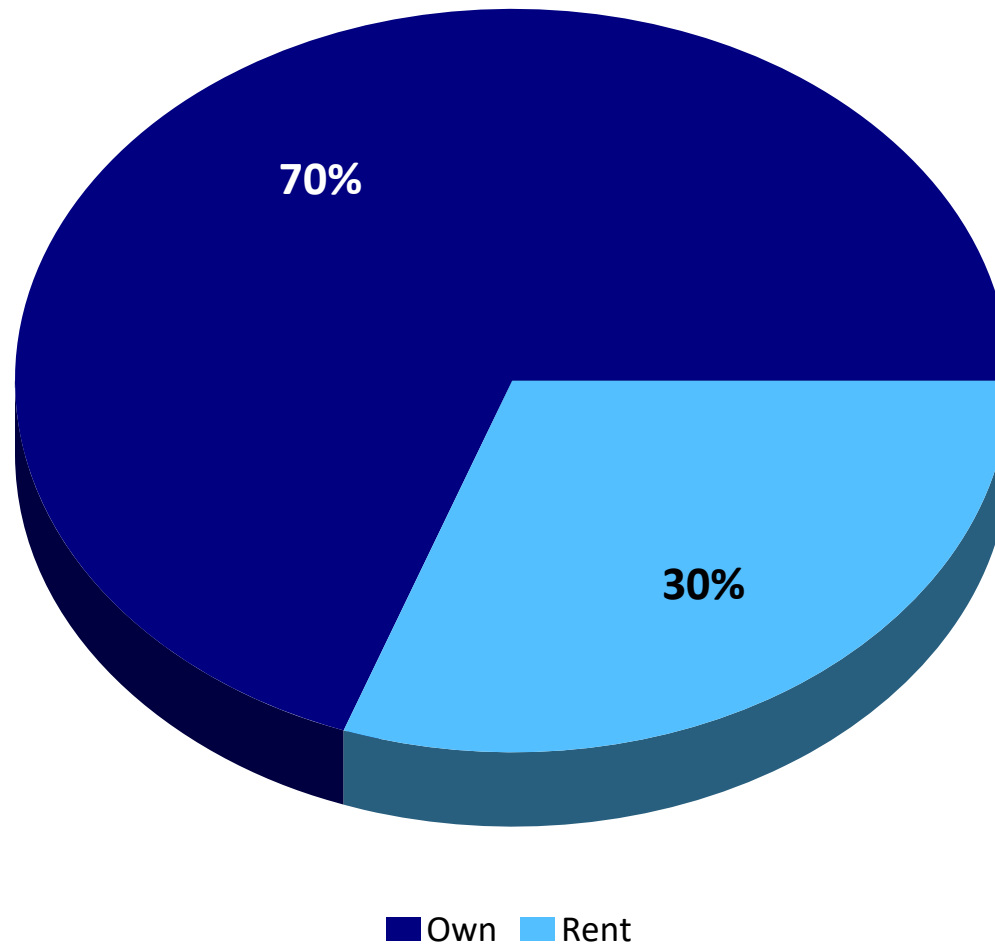
Demographics: Do you work in the City of Minot?

by percentage of respondents (excluding not provided)



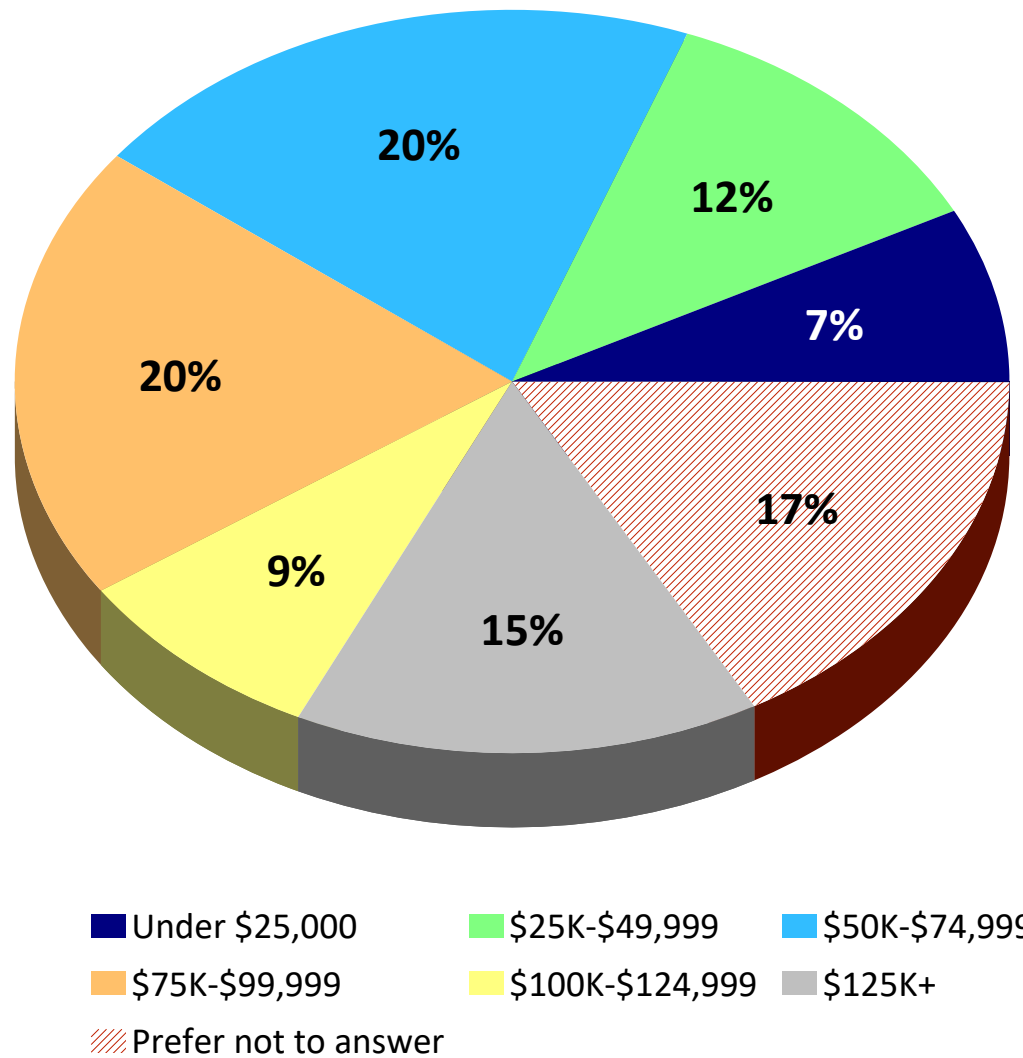
Demographics: Do you own or rent your home?

by percentage of respondents (excluding not provided)



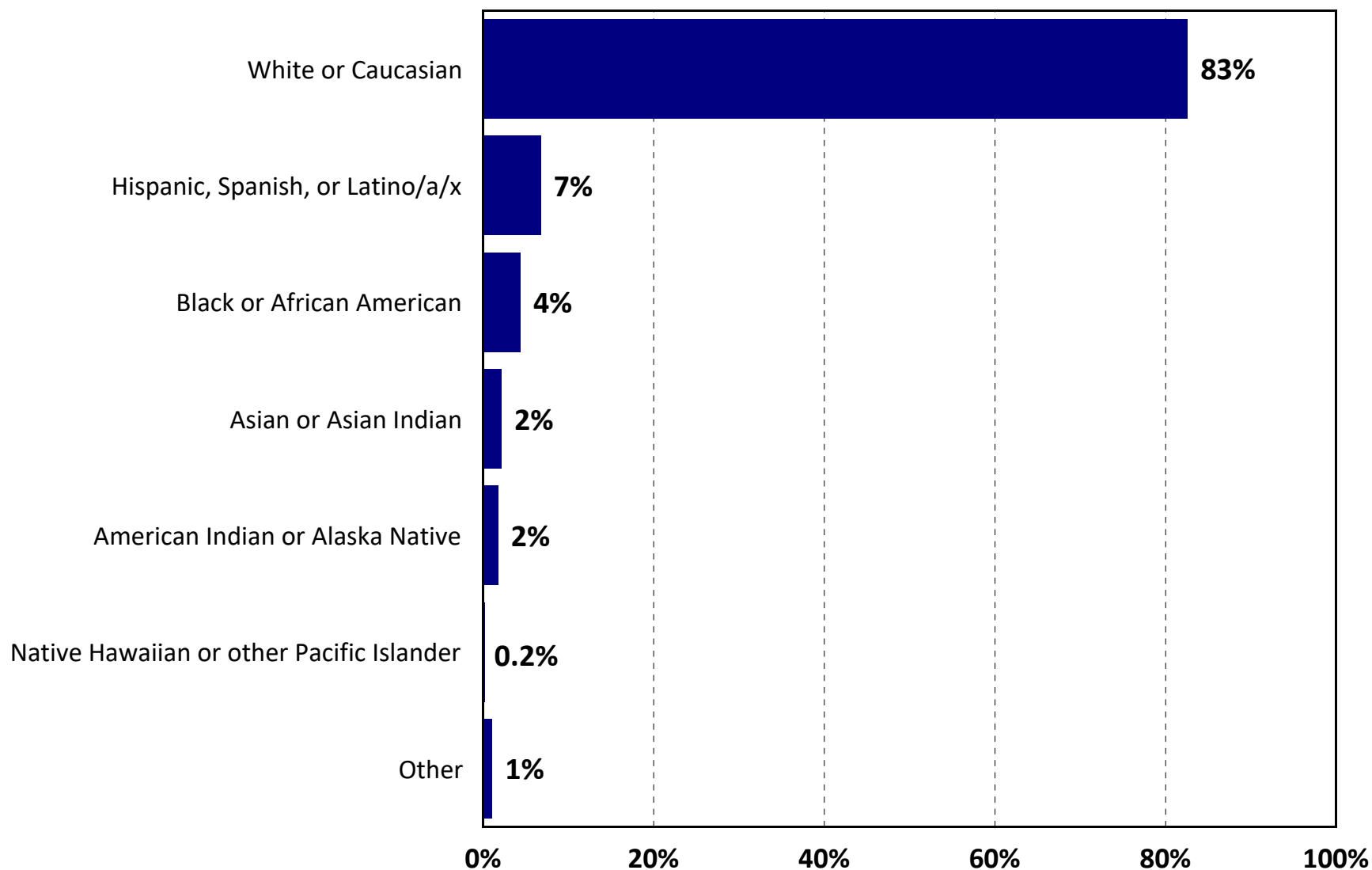
Demographics: Total Annual Household Income

by percentage of respondents



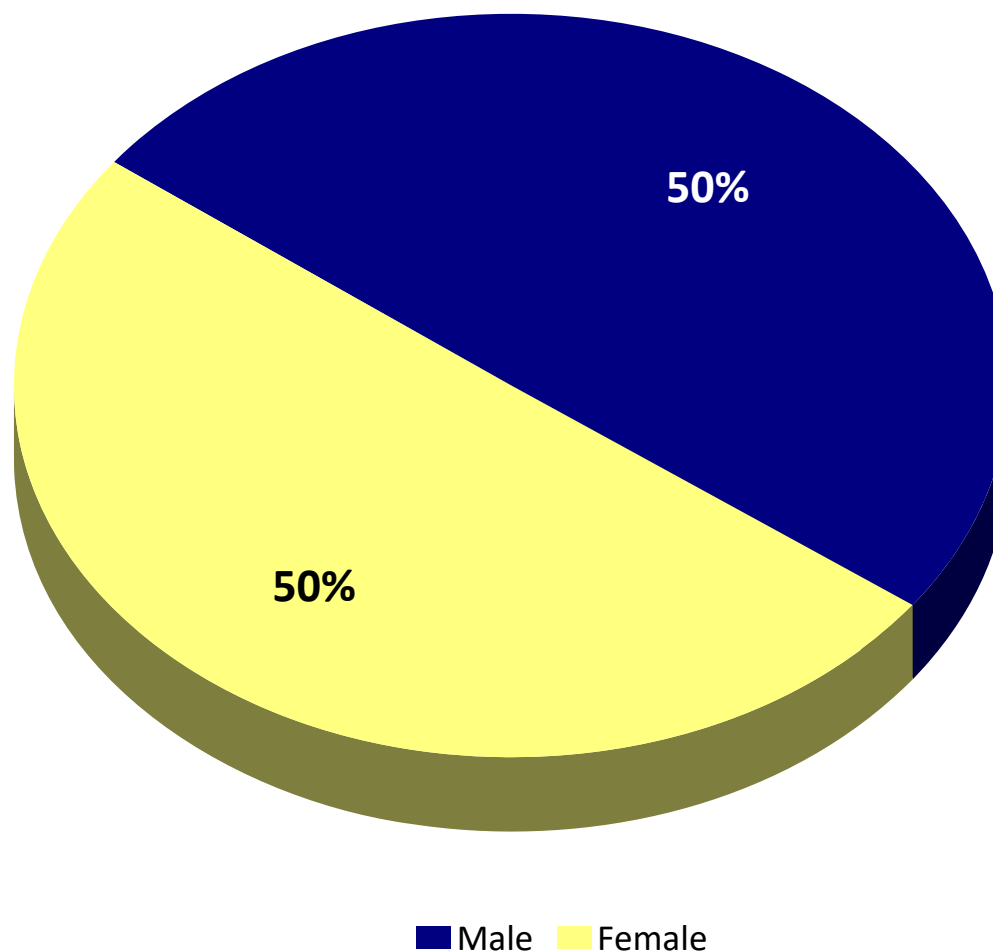
Demographics: Race/Ethnicity

by percentage of respondents (multiple selections could be made)



Demographics: Gender

by percentage of respondents (excluding not provided)



0.6% selected "non-binary" or "prefer to self-describe"



Benchmarking Analysis

Benchmarking Analysis



Overview

ETC Institute's *DirectionFinder*® program was originally developed in 1999 to help community leaders use statistically valid community survey data as a tool for making better decisions. Since November 1999, the survey has been administered in more than 500 cities and counties in 49 states. Most participating communities conduct the survey on an annual or biennial basis.

This report contains benchmarking data from two sources: (1) a national survey that was administered by ETC Institute during the summer of 2023 to a random sample of over 10,000 residents in the continental United States and (2) a regional survey that was administered by ETC Institute during the summer of 2023 to a random sample of residents living in the Plains Region of the United States. The Plains Region includes the states of North and South Dakota, Minnesota, Iowa, Nebraska, Wisconsin, Illinois, Kansas, Missouri and Oklahoma.

The charts on the following pages show how the results for the City of Minot compare to the national average and the Plains regional average. The blue bar shows the results for the City of Minot. The red bar shows the Plains regional average from communities that administered the *DirectionFinder*® survey during the summer of 2023. The yellow bar shows the results of a national survey that was administered by ETC Institute to a random sample of more than 10,000 U.S. residents during the summer of 2023.

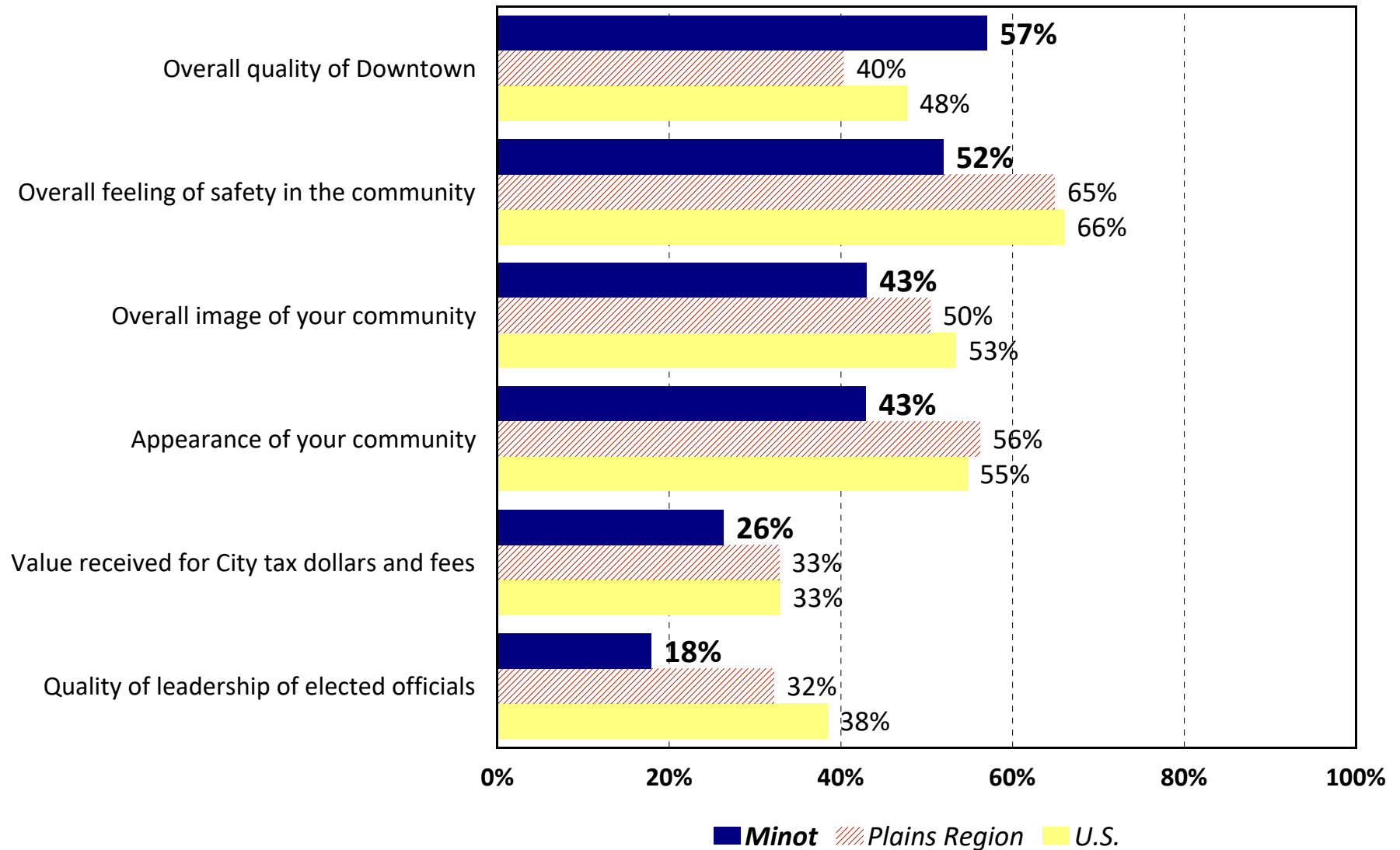
National Benchmarks

Note: The benchmarking data contained in this report is protected intellectual property. Any reproduction of the benchmarking information in this report by persons or organizations not directly affiliated with the City of Minot, North Dakota is not authorized without written consent from ETC Institute.

Overall Satisfaction with Perceptions of the City

Minot vs. Plains Region vs. the U.S.

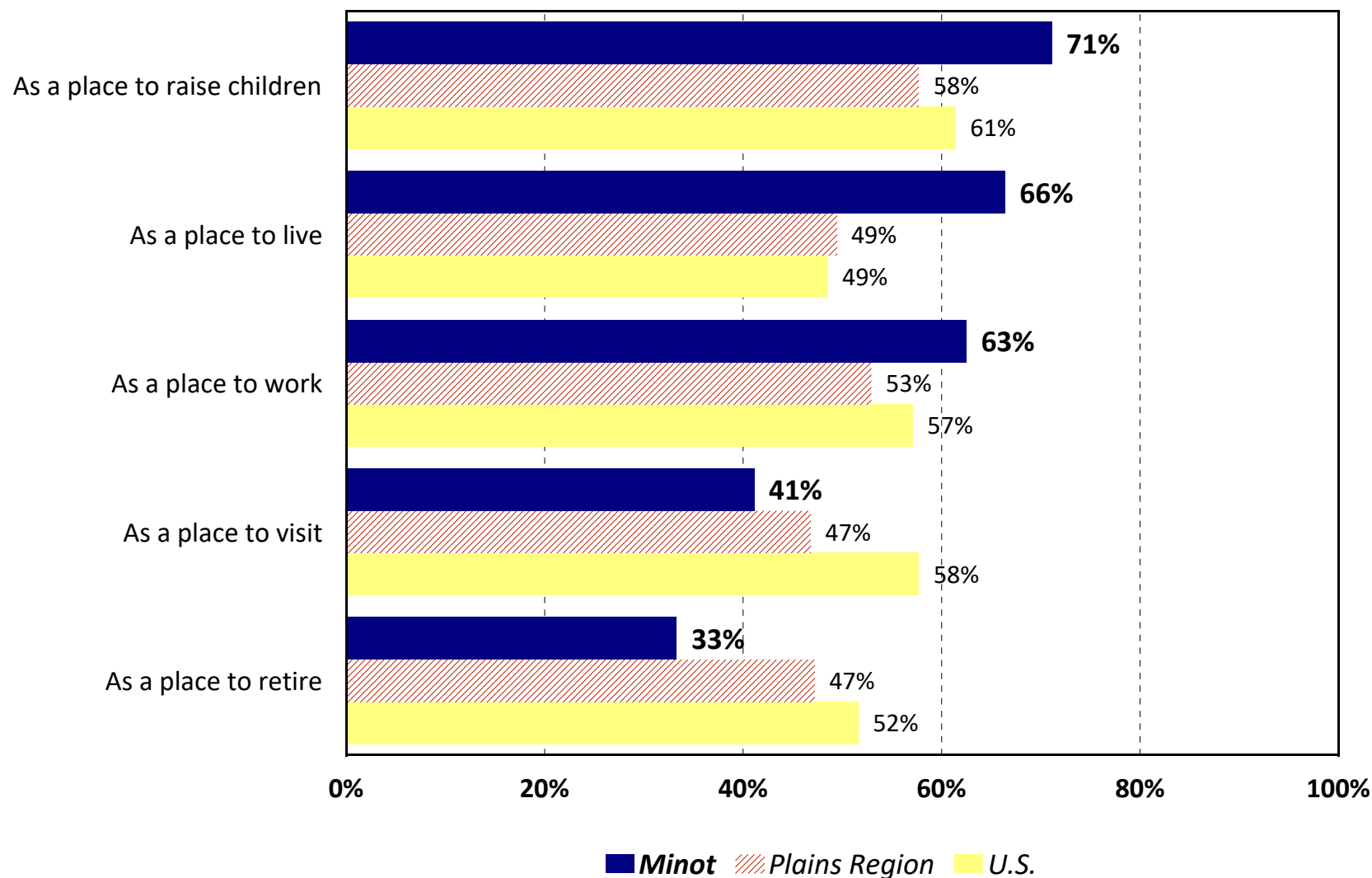
by percentage of respondents who rated the item 4 or 5 on a 5-point scale
where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding don't knows)



Overall Quality of Life in the City

Minot vs. Plains Region vs. the U.S.

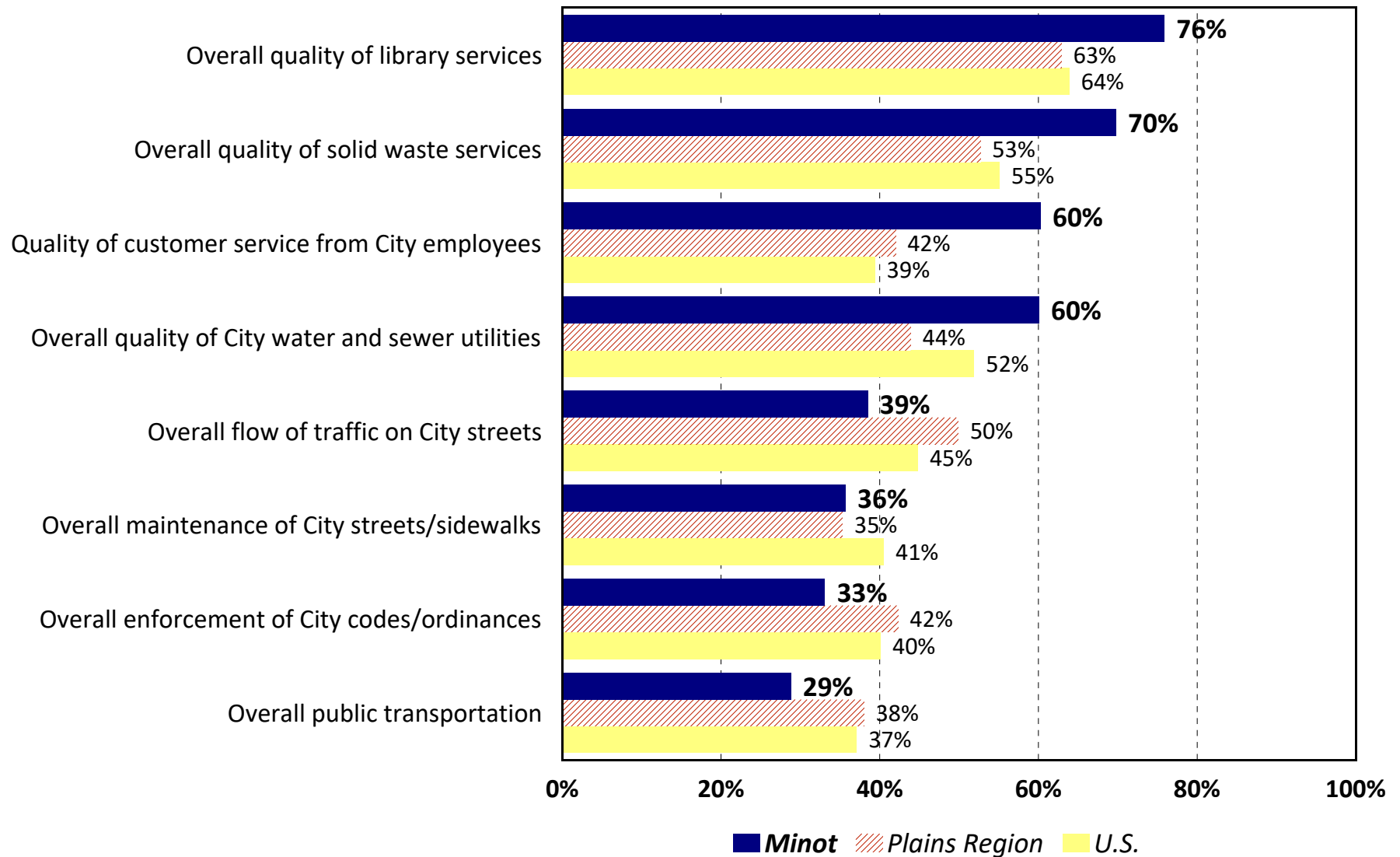
by percentage of respondents who rated the item 4 or 5 on a 5-point scale
where 5 was "excellent" and 1 was "poor" (excluding don't knows)



Overall Satisfaction with Major City Services

Minot vs. Plains Region vs. the U.S.

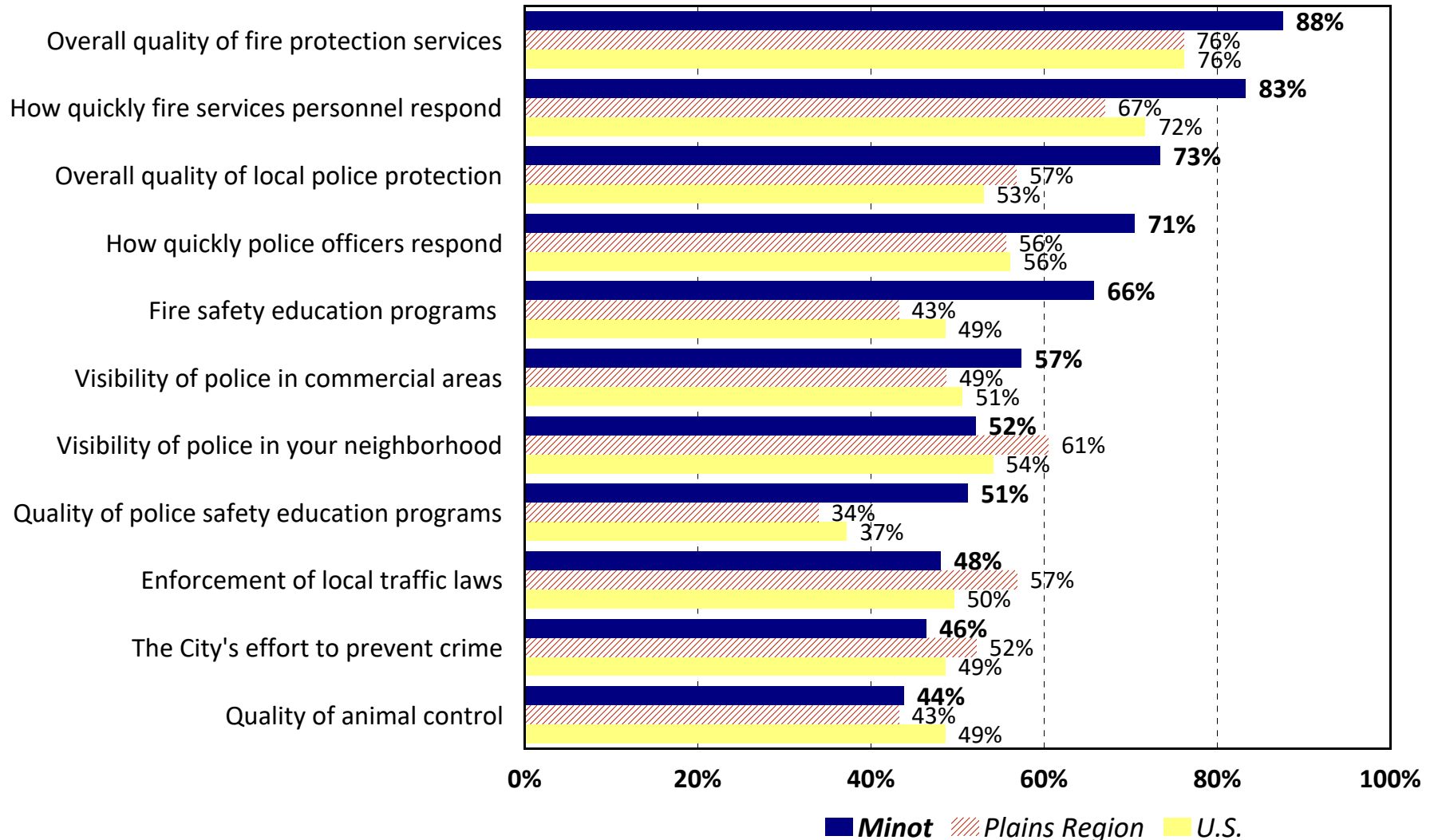
by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding don't knows)



Overall Satisfaction with Public Safety Services

Minot vs. Plains Region vs. the U.S.

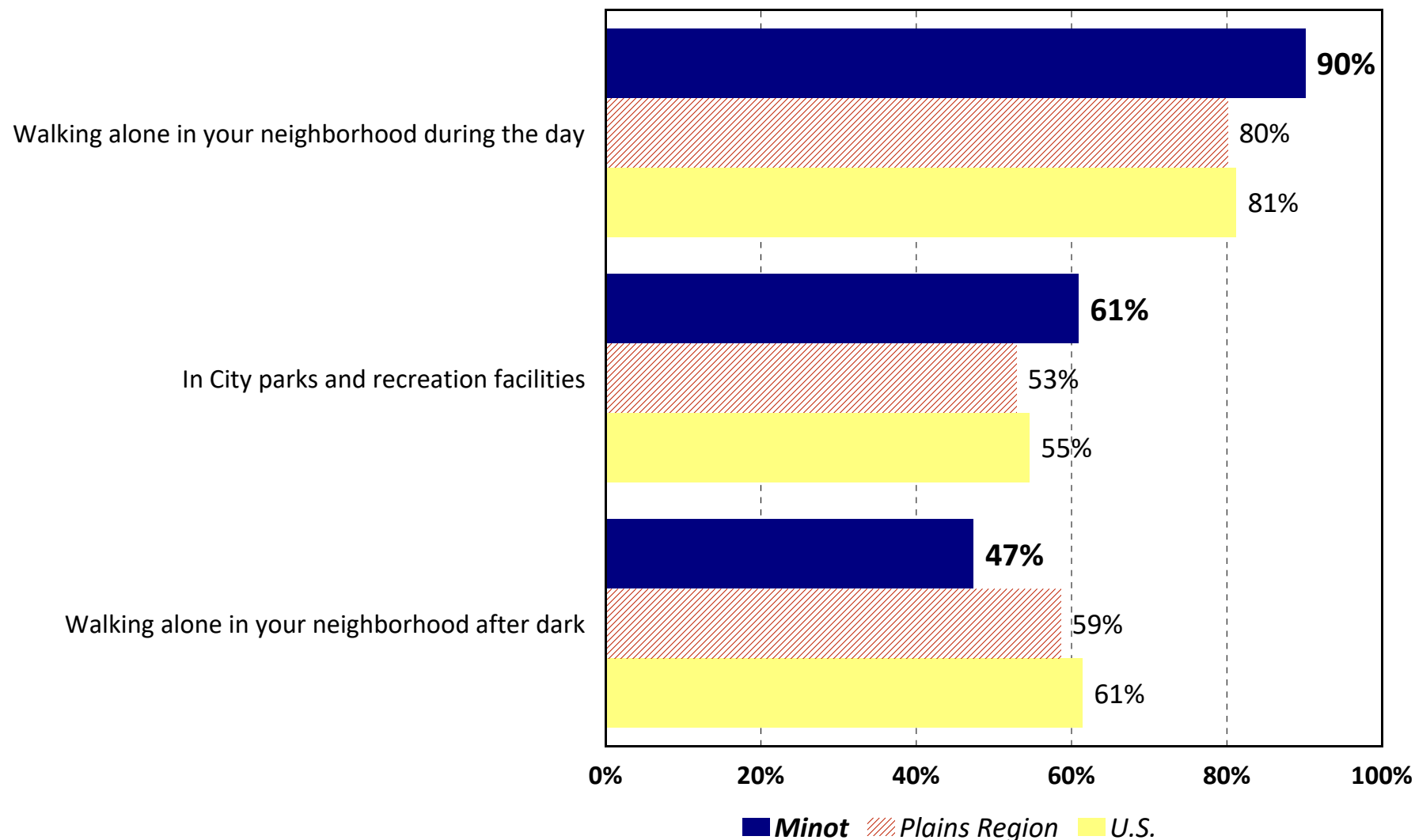
by percentage of respondents who rated the item 4 or 5 on a 5-point scale
where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding don't knows)



Overall Satisfaction with Perceptions of Safety and Security

Minot vs. Plains Region vs. the U.S.

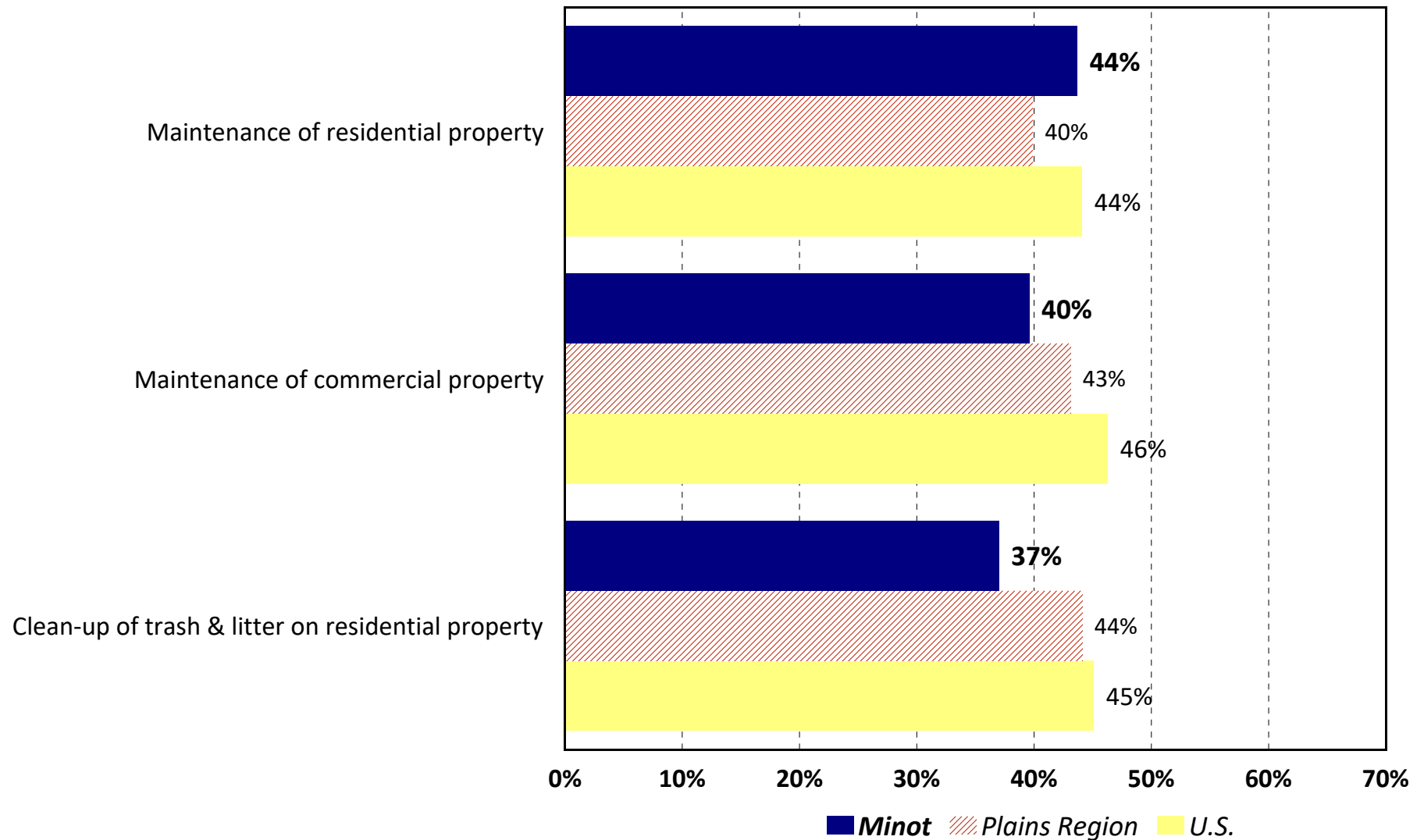
by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very safe" and 1 was "very unsafe" (excluding don't knows)



Overall Satisfaction with Code Enforcement

Minot vs. Plains Region vs. the U.S.

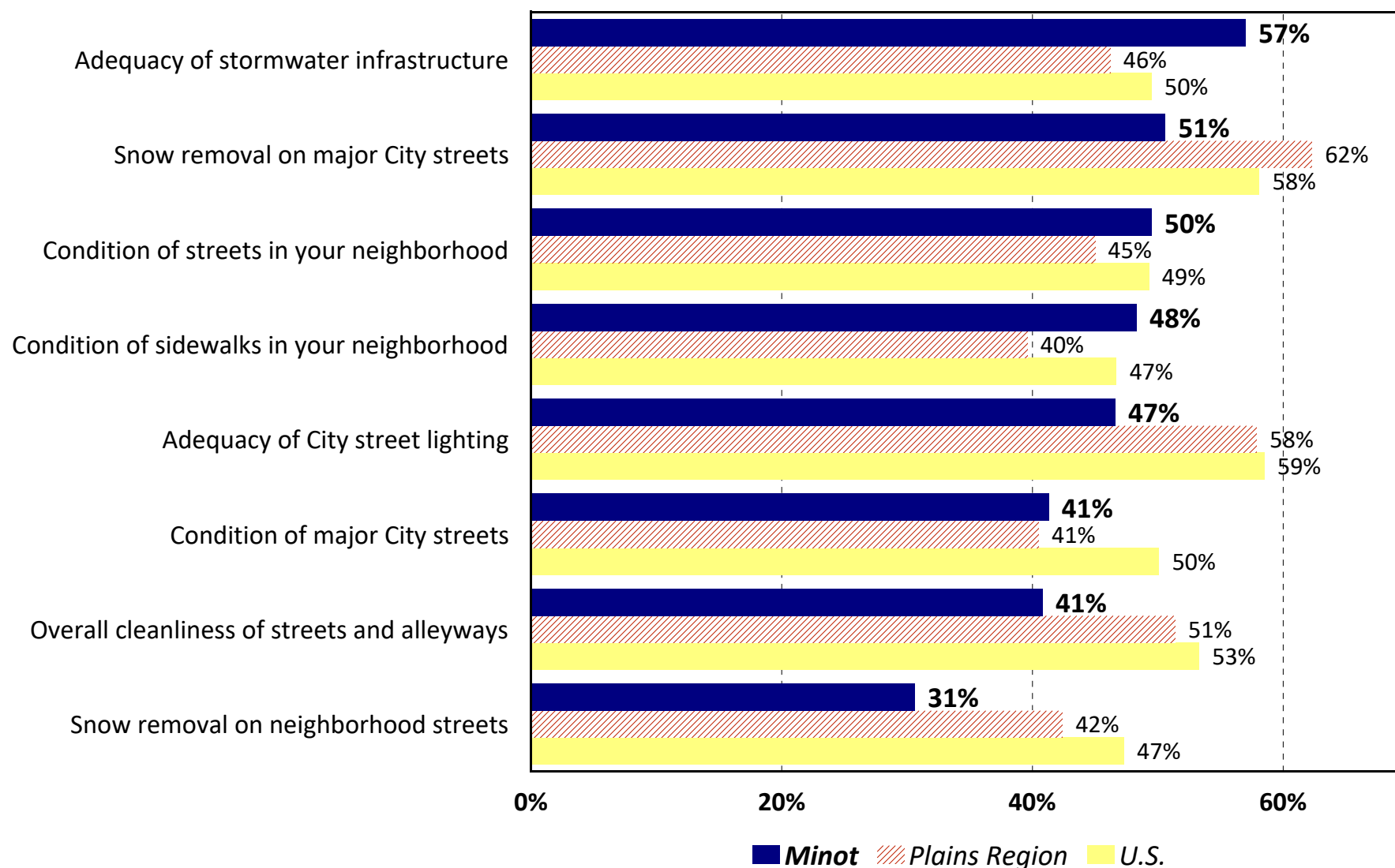
by percentage of respondents who rated the item 4 or 5 on a 5-point scale
where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding don't knows)



Overall Satisfaction with City Maintenance/Public Works

Minot vs. Plains Region vs. the U.S.

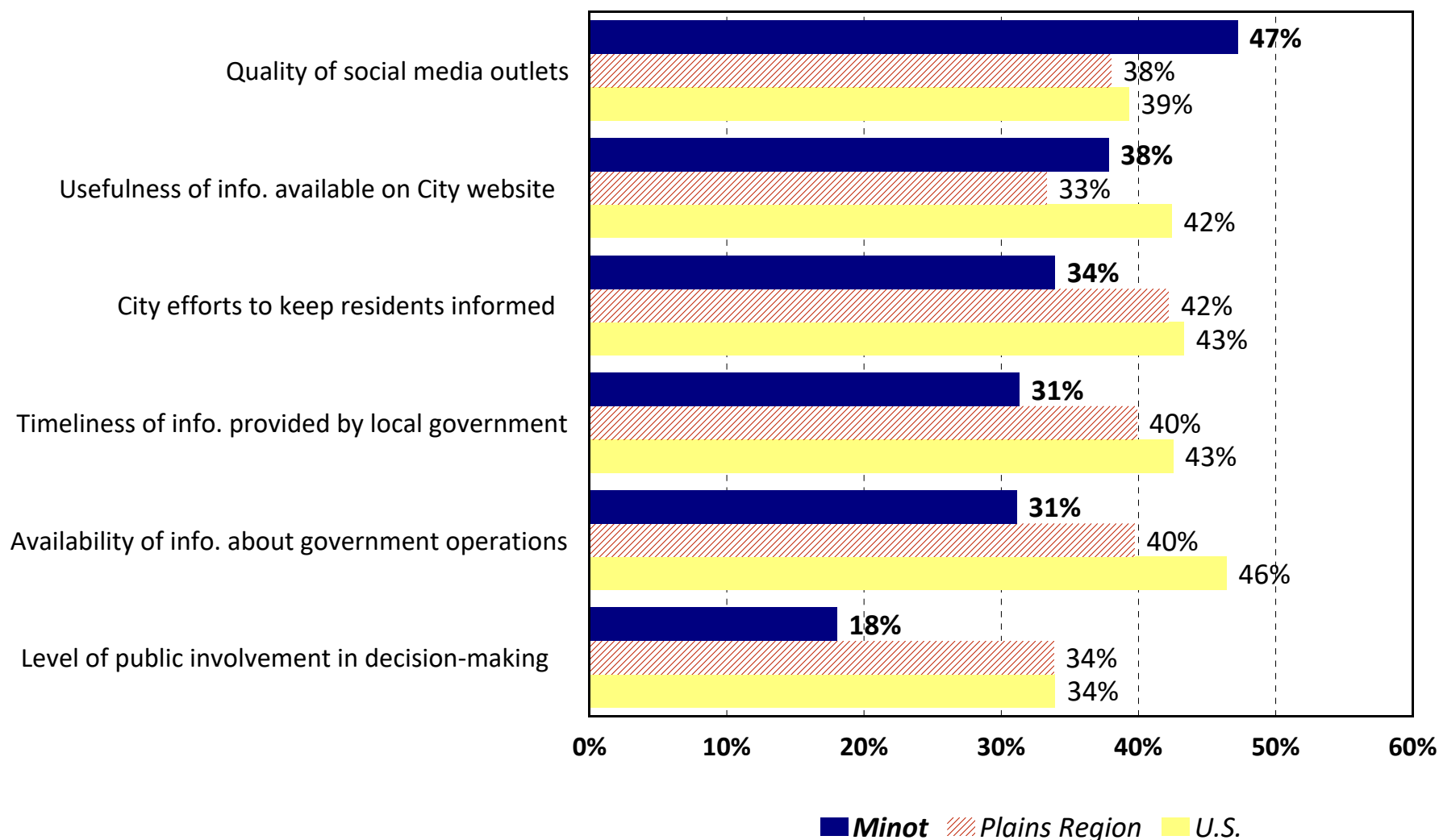
by percentage of respondents who rated the item 4 or 5 on a 5-point scale
where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding don't knows)



Overall Satisfaction with City Communication

Minot vs. Plains Region vs. the U.S.

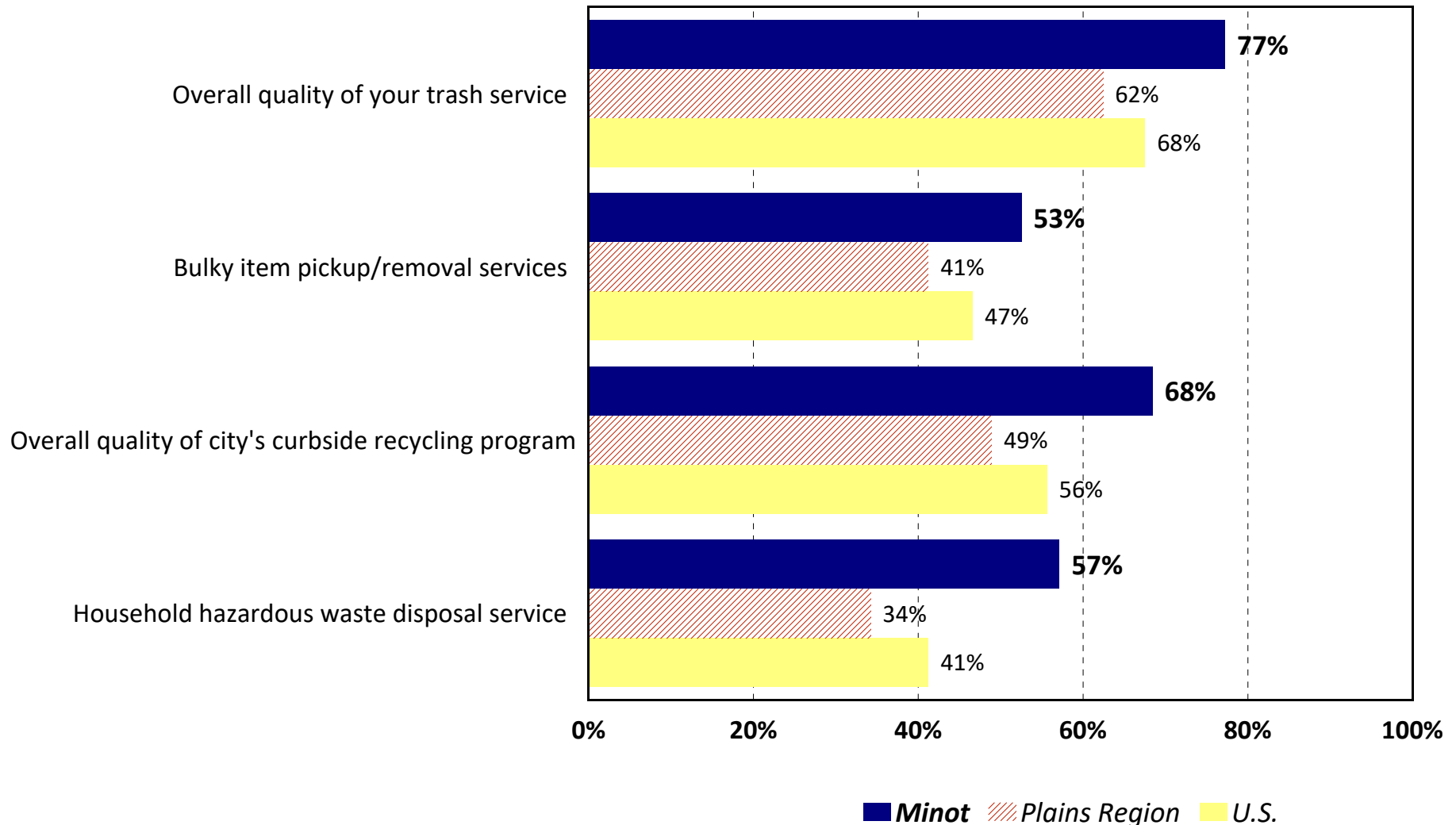
by percentage of respondents who rated the item 4 or 5 on a 5-point scale
where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding don't knows)



Overall Satisfaction with Trash and Recycling Services

Minot vs. Plains Region vs. the U.S.

by percentage of respondents who rated the item 4 or 5 on a 5-point scale where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding don't knows)



3 Importance-Satisfaction Analysis

Importance-Satisfaction Analysis



Overview

Today, community leaders have limited resources which need to be targeted to activities that are of the most benefit to their citizens. Two of the most important criteria for decision making are (1) to target resources toward services of the highest importance to citizens; and (2) to target resources toward those services where citizens are the least satisfied.

The Importance-Satisfaction (I-S) rating is a unique tool that allows public officials to better understand both of these highly important decision-making criteria for each of the services they are providing. The Importance-Satisfaction (I-S) rating is based on the concept that public agencies will maximize overall customer satisfaction by emphasizing improvements in those areas where the level of satisfaction is relatively low, and the perceived importance of the service is relatively high.

The rating is calculated by summing the percentage of responses for items selected as the first, second, third, and fourth most important services for the City to provide. The sum is then multiplied by 1 minus the percentage of respondents who indicated they were positively satisfied with the City's performance in the related area (the sum of the ratings of 4 and 5 on a 5-point scale excluding "Don't Know" responses). "Don't Know" responses are excluded from the calculation to ensure the satisfaction ratings among service categories are comparable.

$$\text{I-S Rating} = \text{Importance} \times (1 - \text{Satisfaction})$$

Example of the Calculation

Respondents were asked to identify the major City services that were most important to their household. Nearly three-fourths (70.7%) of the respondent households selected "*overall maintenance of City streets/sidewalks*" as one of the most important services for the City to provide.

With regard to satisfaction, 35.7% of respondents surveyed rated "*overall maintenance of City streets/sidewalks*" as a "4" or "5" on a 5-point scale (where "5" means "Very Satisfied") excluding "Don't Know" responses. The I-S rating was calculated by multiplying the sum of the most important percentages by one minus the sum of the satisfaction percentages. In this example, 70.7% was multiplied by 64.3% (1-0.357). This calculation yielded an I-S rating of 0.4546, which ranked first out of eleven categories of major City services analyzed.

Importance-Satisfaction Analysis



The maximum rating is 1.00 and would be achieved when 100% of the respondents select an item as one of their top four choices of importance and 0% indicate they are positively satisfied with the delivery of the service.

The lowest rating is 0.00 and could be achieved under either of the following two situations:

- If 100% of the respondents were positively satisfied with the delivery of the service
- If none (0%) of the respondents selected the service as one of the three most important areas.

Interpreting the Ratings

Ratings that are greater than or equal to 0.20 identify areas that should receive significantly more emphasis over the next two years. Ratings from 0.10 to 0.20 identify service areas that should receive increased emphasis. Ratings less than 0.10 should continue to receive the current level of emphasis.

- Definitely Increase Emphasis (I-S > 0.20)
- Increase Current Emphasis (I-S = 0.10 - 0.20)
- Maintain Current Emphasis (I-S < 0.10)

Tables showing the results for the City of Minot are provided on the following pages.

Importance-Satisfaction Rating

City of Minot, ND

Overall

Category of Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
<u>Very High Priority (IS >.20)</u>						
Overall maintenance of City streets/sidewalks	71%	1	36%	9	0.4546	1
Overall flow of traffic on City streets	40%	5	39%	8	0.2429	2
<u>High Priority (IS .10-.20)</u>						
Overall enforcement of City codes/ordinances	27%	7	33%	10	0.1826	3
Overall quality of police services	68%	2	74%	4	0.1785	4
Overall quality of City water and sewer utilities	45%	4	60%	7	0.1776	5
Overall public transportation	18%	8	29%	11	0.1303	6
<u>Medium Priority (IS <.10)</u>						
Overall quality of solid waste services	31%	6	70%	5	0.0936	7
Overall quality of fire services	45%	3	87%	1	0.0572	8
Quality of customer service from City employees	9%	9	60%	6	0.0373	9
Overall Minot International Airport facilities	7%	10	80%	2	0.0131	10
Overall quality of library services	4%	11	76%	3	0.0092	11

Note: The I-S Rating is calculated by multiplying the "Most Important" % by (1-'Satisfaction' %)

Most Important %:

The "Most Important" percentage represents the sum of the first, second, third, and fourth most important responses for each item. Respondents were asked to identify the items they thought were most important for the City to provide.

Satisfaction %:

The "Satisfaction" percentage represents the sum of the ratings "4" and "5" excluding 'don't knows.' Respondents ranked their level of satisfaction with each of the items on a scale of 1 to 5 with "5" being very satisfied and "1" being very dissatisfied.

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Importance-Satisfaction Rating

City of Minot, ND

Public Safety

Category of Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
<u>Very High Priority (IS >.20)</u>						
The City's effort to prevent crime	43%	2	46%	14	0.2326	1
<u>High Priority (IS .10-.20)</u>						
Overall quality of local police protection	59%	1	73%	6	0.1569	2
Visibility of police in your neighborhood	24%	5	52%	10	0.1150	3
<u>Medium Priority (IS <.10)</u>						
How quickly police officers respond	33%	4	71%	7	0.0985	4
Enforcement of local traffic laws	16%	7	48%	13	0.0830	5
How quickly fire services personnel respond	36%	3	83%	5	0.0600	6
Quality of animal control	11%	8	44%	15	0.0590	7
Municipal court	7%	11	37%	16	0.0440	8
Visibility of police in commercial areas	10%	9	57%	9	0.0439	9
Overall quality of fire protection services	18%	6	88%	2	0.0227	10
Police social media outreach	3%	12	50%	12	0.0150	11
Quality of police safety education programs	3%	13	51%	11	0.0142	12
Emergency preparedness services of the fire dept	9%	10	87%	4	0.0117	13
Fire safety education programs	3%	15	66%	8	0.0096	14
Overall professionalism of the fire department	3%	14	88%	3	0.0036	15
Friendliness of the fire department	1%	16	88%	1	0.0007	16

Note: The I-S Rating is calculated by multiplying the "Most Important" % by (1-'Satisfaction' %)

Most Important %:

The "Most Important" percentage represents the sum of the first, second, and third most important responses for each item. Respondents were asked to identify the items they thought were most important for the City to provide.

Satisfaction %:

The "Satisfaction" percentage represents the sum of the ratings "4" and "5" excluding 'don't knows.' Respondents ranked their level of satisfaction with each of the items on a scale of 1 to 5 with "5" being very satisfied and "1" being very dissatisfied.

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Importance-Satisfaction Rating

City of Minot, ND

Code Enforcement

Category of Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
<u>Very High Priority (IS >.20)</u>						
Clean-up of trash & litter on commercial property	36%	2	31%	7	0.2460	1
Clean-up of trash & litter on residential property	37%	1	37%	6	0.2318	2
<u>High Priority (IS .10-.20)</u>						
Maintenance of residential property	28%	3	44%	1	0.1548	3
Parking enforcement on neighborhood streets	24%	4	40%	3	0.1447	4
Enforcement of commercial building codes	20%	6	37%	5	0.1256	5
Maintenance of commercial property	20%	5	40%	4	0.1208	6
Enforcement of residential building codes	19%	7	42%	2	0.1131	7

Note: The I-S Rating is calculated by multiplying the "Most Important" % by (1-'Satisfaction' %)

Most Important %:

The "Most Important" percentage represents the sum of the first and second most important responses for each item. Respondents were asked to identify the items they thought were most important for the City to provide.

Satisfaction %:

The "Satisfaction" percentage represents the sum of the ratings "4" and "5" excluding 'don't knows.' Respondents ranked their level of satisfaction with each of the items on a scale of 1 to 5 with "5" being very satisfied and "1" being very dissatisfied.

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Importance-Satisfaction Rating

City of Minot, ND

City Maintenance/Public Works

Category of Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance- Satisfaction Rating	I-S Rating Rank
<u>Very High Priority (IS >.20)</u>						
Condition of major City streets	51%	1	41%	11	0.3011	1
Snow removal on neighborhood streets	32%	3	31%	16	0.2249	2
<u>High Priority (IS .10-.20)</u>						
Snow removal on major City streets	34%	2	51%	4	0.1665	3
Traffic flow on major City streets	26%	4	40%	13	0.1567	4
Timing of traffic signals on City streets	19%	6	39%	14	0.1133	5
Condition of streets in your neighborhood	22%	5	50%	5	0.1121	6
<u>Medium Priority (IS <.10)</u>						
Adequacy of City street lighting	17%	7	47%	7	0.0881	7
Pedestrian accessibility	13%	9	39%	15	0.0771	8
Overall cleanliness of streets and alleyways	11%	10	41%	12	0.0639	9
City efforts to prevent flooding in Minot	15%	8	61%	2	0.0563	10
Visibility of pavement markings/street signs	9%	11	43%	10	0.0523	11
Availability of shared use paths	9%	13	45%	9	0.0476	12
Appearance/condition of City medians/right-of-ways/public areas	8%	14	46%	8	0.0457	13
Condition of sidewalks in your neighborhood	9%	12	48%	6	0.0455	14
Adequacy of stormwater infrastructure	5%	15	57%	3	0.0198	15
Overall quality of the Rosehill City Cemetery	2%	16	78%	1	0.0035	16

Note: The I-S Rating is calculated by multiplying the "Most Important" % by (1-'Satisfaction' %)

Most Important %:

The "Most Important" percentage represents the sum of the first, second, and third most important responses for each item. Respondents were asked to identify the items they thought were most important for the City to provide.

Satisfaction %:

The "Satisfaction" percentage represents the sum of the ratings "4" and "5" excluding 'don't knows.' Respondents ranked their level of satisfaction with each of the items on a scale of 1 to 5 with "5" being very satisfied and "1" being very dissatisfied.

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Tabular Data

Q1. Perceptions of the City. Please rate your satisfaction with each of the following.

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q1-1. Overall value that you receive for your City tax dollars & fees	3.3%	22.2%	24.7%	26.9%	20.3%	2.6%
Q1-2. Overall quality of life in City	9.5%	42.5%	30.6%	15.2%	2.0%	0.2%
Q1-3. Overall image of your community	6.8%	35.9%	32.4%	19.6%	4.8%	0.4%
Q1-4. Appearance of your community	5.5%	37.2%	31.7%	21.4%	3.7%	0.4%
Q1-5. Overall quality of Downtown	10.6%	45.6%	28.6%	12.1%	1.5%	1.5%
Q1-6. Overall feeling of safety in the community	11.2%	40.5%	21.8%	20.0%	6.2%	0.2%
Q1-7. Quality of leadership of elected officials	3.1%	14.1%	31.5%	25.6%	21.4%	4.4%

WITHOUT "DON'T KNOW"**Q1. Perceptions of the City. Please rate your satisfaction with each of the following. (without "don't know")**

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q1-1. Overall value that you receive for your City tax dollars & fees	3.4%	22.9%	25.3%	27.6%	20.8%
Q1-2. Overall quality of life in City	9.5%	42.6%	30.7%	15.2%	2.0%
Q1-3. Overall image of your community	6.9%	36.1%	32.5%	19.7%	4.9%
Q1-4. Appearance of your community	5.5%	37.4%	31.9%	21.5%	3.8%
Q1-5. Overall quality of Downtown	10.7%	46.3%	29.1%	12.3%	1.6%
Q1-6. Overall feeling of safety in the community	11.3%	40.6%	21.9%	20.1%	6.2%
Q1-7. Quality of leadership of elected officials	3.2%	14.7%	32.9%	26.7%	22.4%

Q2. Quality of Life in Minot. Please rate the City of Minot with regard to each of the following.

(N=454)

	Excellent	Good	Neutral	Below average	Poor	Don't know
Q2-1. As a place to live	12.8%	53.5%	15.4%	15.0%	3.1%	0.2%
Q2-2. As a place to raise children	16.1%	50.9%	18.7%	6.8%	1.8%	5.7%
Q2-3. As a place to work	11.9%	48.9%	22.7%	10.4%	3.3%	2.9%
Q2-4. As a place to retire	8.8%	23.3%	26.7%	22.5%	15.2%	3.5%
Q2-5. As a place to visit	7.3%	32.6%	27.8%	18.5%	11.0%	2.9%
Q2-6. As a community that is moving in the right direction	5.5%	21.1%	29.7%	28.9%	12.6%	2.2%

WITHOUT "DON'T KNOW"**Q2. Quality of Life in Minot. Please rate the City of Minot with regard to each of the following. (without "don't know")**

(N=454)

	Excellent	Good	Neutral	Below average	Poor
Q2-1. As a place to live	12.8%	53.6%	15.5%	15.0%	3.1%
Q2-2. As a place to raise children	17.1%	54.0%	19.9%	7.2%	1.9%
Q2-3. As a place to work	12.2%	50.3%	23.4%	10.7%	3.4%
Q2-4. As a place to retire	9.1%	24.2%	27.6%	23.3%	15.8%
Q2-5. As a place to visit	7.5%	33.6%	28.6%	19.0%	11.3%
Q2-6. As a community that is moving in the right direction	5.6%	21.6%	30.4%	29.5%	12.8%

Q3. Overall Satisfaction with Major City Services. Please rate your satisfaction with each of the following.

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q3-1. Overall maintenance of City streets/sidewalks	4.4%	31.1%	17.4%	28.6%	17.6%	0.9%
Q3-2. Overall enforcement of City codes/ordinances	4.2%	27.8%	37.2%	19.6%	7.7%	3.5%
Q3-3. Overall quality of customer service you receive from City employees	15.0%	39.6%	26.4%	7.9%	1.5%	9.5%
Q3-4. Overall quality of police services	23.8%	47.6%	18.1%	4.8%	2.6%	3.1%
Q3-5. Overall quality of fire services	33.0%	46.5%	10.1%	0.9%	0.4%	9.0%
Q3-6. Overall flow of traffic on City streets	6.2%	32.2%	24.2%	24.9%	12.1%	0.4%
Q3-7. Overall quality of library services	30.8%	28.9%	16.5%	1.8%	0.7%	21.4%
Q3-8. Overall quality of solid waste services (trash, recycling, yard waste, etc.)	25.6%	42.5%	11.9%	11.0%	6.6%	2.4%
Q3-9. Overall quality of City water & sewer utilities	19.2%	40.5%	20.0%	14.5%	5.1%	0.7%
Q3-10. Overall public transportation	5.3%	15.0%	30.0%	12.6%	7.5%	29.7%
Q3-11. Overall Minot International Airport facilities	25.3%	47.6%	14.8%	2.9%	0.4%	9.0%

WITHOUT "DON'T KNOW"**Q3. Overall Satisfaction with Major City Services. Please rate your satisfaction with each of the following. (without "don't know")**

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q3-1. Overall maintenance of City streets/sidewalks	4.4%	31.3%	17.6%	28.9%	17.8%
Q3-2. Overall enforcement of City codes/ordinances	4.3%	28.8%	38.6%	20.3%	8.0%
Q3-3. Overall quality of customer service you receive from City employees	16.5%	43.8%	29.2%	8.8%	1.7%
Q3-4. Overall quality of police services	24.5%	49.1%	18.6%	5.0%	2.7%
Q3-5. Overall quality of fire services	36.3%	51.1%	11.1%	1.0%	0.5%
Q3-6. Overall flow of traffic on City streets	6.2%	32.3%	24.3%	25.0%	12.2%
Q3-7. Overall quality of library services	39.2%	36.7%	21.0%	2.2%	0.8%
Q3-8. Overall quality of solid waste services (trash, recycling, yard waste, etc.)	26.2%	43.6%	12.2%	11.3%	6.8%
Q3-9. Overall quality of City water & sewer utilities	19.3%	40.8%	20.2%	14.6%	5.1%
Q3-10. Overall public transportation	7.5%	21.3%	42.6%	17.9%	10.7%
Q3-11. Overall Minot International Airport facilities	27.8%	52.3%	16.2%	3.1%	0.5%

Q4. Which FOUR of the items listed in Question 3 do you think are MOST IMPORTANT for the City to provide?

Q4. Top choice	Number	Percent
Overall maintenance of City streets/sidewalks	136	30.0 %
Overall enforcement of City codes/ordinances	18	4.0 %
Overall quality of customer service you receive from City employees	7	1.5 %
Overall quality of police services	140	30.8 %
Overall quality of fire services	15	3.3 %
Overall flow of traffic on City streets	34	7.5 %
Overall quality of library services	5	1.1 %
Overall quality of solid waste services (trash, recycling, yard waste, etc.)	15	3.3 %
Overall quality of City water & sewer utilities	39	8.6 %
Overall public transportation	15	3.3 %
Overall Minot International Airport facilities	3	0.7 %
None chosen	27	5.9 %
Total	454	100.0 %

Q4. Which FOUR of the items listed in Question 3 do you think are MOST IMPORTANT for the City to provide?

Q4. 2nd choice	Number	Percent
Overall maintenance of City streets/sidewalks	65	14.3 %
Overall enforcement of City codes/ordinances	33	7.3 %
Overall quality of customer service you receive from City employees	12	2.6 %
Overall quality of police services	70	15.4 %
Overall quality of fire services	107	23.6 %
Overall flow of traffic on City streets	47	10.4 %
Overall quality of library services	3	0.7 %
Overall quality of solid waste services (trash, recycling, yard waste, etc.)	30	6.6 %
Overall quality of City water & sewer utilities	32	7.0 %
Overall public transportation	16	3.5 %
Overall Minot International Airport facilities	4	0.9 %
None chosen	35	7.7 %
Total	454	100.0 %

Q4. Which FOUR of the items listed in Question 3 do you think are MOST IMPORTANT for the City to provide?

Q4. 3rd choice	Number	Percent
Overall maintenance of City streets/sidewalks	70	15.4 %
Overall enforcement of City codes/ordinances	36	7.9 %
Overall quality of customer service you receive from City employees	14	3.1 %
Overall quality of police services	63	13.9 %
Overall quality of fire services	44	9.7 %
Overall flow of traffic on City streets	48	10.6 %
Overall quality of library services	3	0.7 %
Overall quality of solid waste services (trash, recycling, yard waste, etc.)	40	8.8 %
Overall quality of City water & sewer utilities	63	13.9 %
Overall public transportation	23	5.1 %
Overall Minot International Airport facilities	6	1.3 %
None chosen	44	9.7 %
Total	454	100.0 %

Q4. Which FOUR of the items listed in Question 3 do you think are MOST IMPORTANT for the City to provide?

Q4. 4th choice	Number	Percent
Overall maintenance of City streets/sidewalks	50	11.0 %
Overall enforcement of City codes/ordinances	37	8.1 %
Overall quality of customer service you receive from City employees	10	2.2 %
Overall quality of police services	34	7.5 %
Overall quality of fire services	40	8.8 %
Overall flow of traffic on City streets	50	11.0 %
Overall quality of library services	6	1.3 %
Overall quality of solid waste services (trash, recycling, yard waste, etc.)	56	12.3 %
Overall quality of City water & sewer utilities	68	15.0 %
Overall public transportation	29	6.4 %
Overall Minot International Airport facilities	17	3.7 %
None chosen	57	12.6 %
Total	454	100.0 %

SUM OF TOP 4 CHOICES**Q4. Which FOUR of the items listed in Question 3 do you think are MOST IMPORTANT for the City to provide? (top 4)**

<u>Q4. Sum of top 4 choices</u>	<u>Number</u>	<u>Percent</u>
Overall maintenance of City streets/sidewalks	321	70.7 %
Overall enforcement of City codes/ordinances	124	27.3 %
Overall quality of customer service you receive from City employees	43	9.5 %
Overall quality of police services	307	67.6 %
Overall quality of fire services	206	45.4 %
Overall flow of traffic on City streets	179	39.4 %
Overall quality of library services	17	3.7 %
Overall quality of solid waste services (trash, recycling, yard waste, etc.)	141	31.1 %
Overall quality of City water & sewer utilities	202	44.5 %
Overall public transportation	83	18.3 %
Overall Minot International Airport facilities	30	6.6 %
<u>None chosen</u>	<u>27</u>	<u>5.9 %</u>
Total	1680	

Q5. Public Safety Services. Please rate your level of satisfaction with each of the following.

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q5-1. Overall quality of local police protection	21.6%	49.6%	17.8%	5.7%	2.2%	3.1%
Q5-2. Visibility of police in your neighborhood	11.0%	39.6%	28.9%	12.6%	5.1%	2.9%
Q5-3. Visibility of police in commercial areas	11.9%	43.2%	30.2%	8.1%	2.6%	4.0%
Q5-4. City's effort to prevent crime	9.3%	35.0%	29.7%	14.3%	7.0%	4.6%
Q5-5. Enforcement of local traffic laws	7.9%	38.8%	26.0%	17.4%	7.0%	2.9%
Q5-6. How quickly police officers respond to emergencies	16.5%	42.5%	19.4%	4.0%	1.3%	16.3%
Q5-7. Quality of animal control	7.3%	29.7%	27.5%	13.4%	6.6%	15.4%
Q5-8. Quality of police safety education programs	7.7%	27.8%	27.8%	4.8%	1.1%	30.8%
Q5-9. Police social media outreach	10.8%	27.5%	31.5%	4.0%	2.6%	23.6%
Q5-10. How quickly fire services personnel respond to emergencies	26.2%	41.0%	11.9%	1.3%	0.2%	19.4%
Q5-11. Fire safety education programs	13.4%	32.4%	21.4%	1.8%	0.7%	30.4%
Q5-12. Overall professionalism of fire department	30.6%	44.1%	9.5%	1.1%	0.0%	14.8%
Q5-13. Friendliness of fire department	33.0%	43.0%	9.3%	0.9%	0.2%	13.7%
Q5-14. Overall quality of fire protection services	27.8%	48.9%	9.7%	0.7%	0.4%	12.6%
Q5-15. Emergency preparedness services of fire department	25.6%	44.9%	9.3%	1.3%	0.2%	18.7%
Q5-16. Municipal court	4.4%	20.5%	32.4%	5.7%	4.0%	33.0%

WITHOUT "DON'T KNOW"**Q5. Public Safety Services. Please rate your level of satisfaction with each of the following. (without "don't know")**

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q5-1. Overall quality of local police protection	22.3%	51.1%	18.4%	5.9%	2.3%
Q5-2. Visibility of police in your neighborhood	11.3%	40.8%	29.7%	12.9%	5.2%
Q5-3. Visibility of police in commercial areas	12.4%	45.0%	31.4%	8.5%	2.8%
Q5-4. City's effort to prevent crime	9.7%	36.7%	31.2%	15.0%	7.4%
Q5-5. Enforcement of local traffic laws	8.2%	39.9%	26.8%	17.9%	7.3%
Q5-6. How quickly police officers respond to emergencies	19.7%	50.8%	23.2%	4.7%	1.6%
Q5-7. Quality of animal control	8.6%	35.2%	32.6%	15.9%	7.8%
Q5-8. Quality of police safety education programs	11.1%	40.1%	40.1%	7.0%	1.6%
Q5-9. Police social media outreach	14.1%	36.0%	41.2%	5.2%	3.5%
Q5-10. How quickly fire services personnel respond to emergencies	32.5%	50.8%	14.8%	1.6%	0.3%
Q5-11. Fire safety education programs	19.3%	46.5%	30.7%	2.5%	0.9%
Q5-12. Overall professionalism of fire department	35.9%	51.7%	11.1%	1.3%	0.0%
Q5-13. Friendliness of fire department	38.3%	49.7%	10.7%	1.0%	0.3%
Q5-14. Overall quality of fire protection services	31.7%	55.9%	11.1%	0.8%	0.5%
Q5-15. Emergency preparedness services of fire department	31.4%	55.3%	11.4%	1.6%	0.3%

WITHOUT “DON’T KNOW”

Q5. Public Safety Services. Please rate your level of satisfaction with each of the following. (without "don't know")

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q5-16. Municipal court	6.6%	30.6%	48.4%	8.6%	5.9%

Q6. Which THREE of the items listed in Question 5 do you think are MOST IMPORTANT for the City to provide?

Q6. Top choice	Number	Percent
Overall quality of local police protection	180	39.6 %
Visibility of police in your neighborhood	43	9.5 %
Visibility of police in commercial areas	14	3.1 %
City's effort to prevent crime	78	17.2 %
Enforcement of local traffic laws	24	5.3 %
How quickly police officers respond to emergencies	36	7.9 %
Quality of animal control	6	1.3 %
Quality of police safety education programs	3	0.7 %
Police social media outreach	2	0.4 %
How quickly fire services personnel respond to emergencies	25	5.5 %
Fire safety education programs	1	0.2 %
Friendliness of fire department	1	0.2 %
Overall quality of fire protection services	8	1.8 %
Emergency preparedness services of fire department	3	0.7 %
Municipal court	6	1.3 %
None chosen	24	5.3 %
Total	454	100.0 %

Q6. Which THREE of the items listed in Question 5 do you think are MOST IMPORTANT for the City to provide?

Q6. 2nd choice	Number	Percent
Overall quality of local police protection	57	12.6 %
Visibility of police in your neighborhood	39	8.6 %
Visibility of police in commercial areas	16	3.5 %
City's effort to prevent crime	76	16.7 %
Enforcement of local traffic laws	22	4.8 %
How quickly police officers respond to emergencies	45	9.9 %
Quality of animal control	20	4.4 %
Quality of police safety education programs	4	0.9 %
Police social media outreach	5	1.1 %
How quickly fire services personnel respond to emergencies	76	16.7 %
Fire safety education programs	5	1.1 %
Overall professionalism of fire department	4	0.9 %
Friendliness of fire department	1	0.2 %
Overall quality of fire protection services	41	9.0 %
Emergency preparedness services of fire department	6	1.3 %
Municipal court	6	1.3 %
None chosen	31	6.8 %
Total	454	100.0 %

Q6. Which THREE of the items listed in Question 5 do you think are MOST IMPORTANT for the City to provide?

Q6. 3rd choice	Number	Percent
Overall quality of local police protection	31	6.8 %
Visibility of police in your neighborhood	27	5.9 %
Visibility of police in commercial areas	17	3.7 %
City's effort to prevent crime	43	9.5 %
Enforcement of local traffic laws	27	5.9 %
How quickly police officers respond to emergencies	71	15.6 %
Quality of animal control	22	4.8 %
Quality of police safety education programs	6	1.3 %
Police social media outreach	7	1.5 %
How quickly fire services personnel respond to emergencies	62	13.7 %
Fire safety education programs	7	1.5 %
Overall professionalism of fire department	9	2.0 %
Friendliness of fire department	1	0.2 %
Overall quality of fire protection services	34	7.5 %
Emergency preparedness services of fire department	31	6.8 %
Municipal court	20	4.4 %
None chosen	39	8.6 %
Total	454	100.0 %

SUM OF TOP 3 CHOICES

Q6. Which THREE of the items listed in Question 5 do you think are MOST IMPORTANT for the City to provide? (top 3)

Q6. Sum of top 3 choices	Number	Percent
Overall quality of local police protection	268	59.0 %
Visibility of police in your neighborhood	109	24.0 %
Visibility of police in commercial areas	47	10.4 %
City's effort to prevent crime	197	43.4 %
Enforcement of local traffic laws	73	16.1 %
How quickly police officers respond to emergencies	152	33.5 %
Quality of animal control	48	10.6 %
Quality of police safety education programs	13	2.9 %
Police social media outreach	14	3.1 %
How quickly fire services personnel respond to emergencies	163	35.9 %
Fire safety education programs	13	2.9 %
Overall professionalism of fire department	13	2.9 %
Friendliness of fire department	3	0.7 %
Overall quality of fire protection services	83	18.3 %
Emergency preparedness services of fire department	40	8.8 %
Municipal court	32	7.0 %
None chosen	24	5.3 %
Total	1292	

Q7. Perceptions of Safety and Security. Please rate your feeling of safety in the following situations.

(N=454)

	Very safe	Safe	Neutral	Unsafe	Very unsafe	Don't know
Q7-1. Walking alone in your neighborhood in general	25.8%	46.3%	18.1%	7.0%	2.4%	0.4%
Q7-2. Walking alone in your neighborhood during the day	43.2%	46.7%	8.1%	1.5%	0.2%	0.2%
Q7-3. Walking alone in your neighborhood after dark	13.4%	32.8%	24.9%	17.6%	8.8%	2.4%
Q7-4. In City parks & recreation facilities	17.0%	42.1%	26.2%	9.5%	2.2%	3.1%
Q7-5. In commercial areas of City during the day	28.4%	54.0%	14.1%	2.0%	0.2%	1.3%
Q7-6. In commercial areas of City after dark	7.7%	25.1%	29.3%	26.7%	5.7%	5.5%

WITHOUT "DON'T KNOW"**Q7. Perceptions of Safety and Security. Please rate your feeling of safety in the following situations.****(without "don't know")**

(N=454)

	Very safe	Safe	Neutral	Unsafe	Very unsafe
Q7-1. Walking alone in your neighborhood in general	25.9%	46.5%	18.1%	7.1%	2.4%
Q7-2. Walking alone in your neighborhood during the day	43.3%	46.8%	8.2%	1.5%	0.2%
Q7-3. Walking alone in your neighborhood after dark	13.8%	33.6%	25.5%	18.1%	9.0%
Q7-4. In City parks & recreation facilities	17.5%	43.4%	27.0%	9.8%	2.3%
Q7-5. In commercial areas of City during the day	28.8%	54.7%	14.3%	2.0%	0.2%
Q7-6. In commercial areas of City after dark	8.2%	26.6%	31.0%	28.2%	6.1%

Q8. In the past 12 months, do you think Minot has become more, less, or stayed the same as far as being a safe place to live, work, and raise a family?

Q8. What has Minot become as far as being a safe place
to live, work, & raise a family in past 12 months

	Number	Percent
More safe	9	2.0 %
Stayed the same	236	52.0 %
Less safe	191	42.1 %
Don't know	18	4.0 %
Total	454	100.0 %

WITHOUT "DON'T KNOW"

Q8. In the past 12 months, do you think Minot has become more, less, or stayed the same as far as being a safe place to live, work, and raise a family? (without "don't know")

Q8. What has Minot become as far as being a safe place
to live, work, & raise a family in past 12 months

	Number	Percent
More safe	9	2.1 %
Stayed the same	236	54.1 %
Less safe	191	43.8 %
Total	436	100.0 %

Q9. Do you know or have you had contact with Minot police officers in your neighborhood?

Q9. Do you know or have you had contact with Minot police officers in your neighborhood	Number	Percent
Yes—I know an officer	66	14.5 %
Yes—I have had contact with the officer, but do not know him/her	93	20.5 %
No	285	62.8 %
Don't know	10	2.2 %
Total	454	100.0 %

WITHOUT "DON'T KNOW"**Q9. Do you know or have you had contact with Minot police officers in your neighborhood? (without "don't know")**

Q9. Do you know or have you had contact with Minot police officers in your neighborhood	Number	Percent
Yes—I know an officer	66	14.9 %
Yes—I have had contact with the officer, but do not know him/her	93	20.9 %
No	285	64.2 %
Total	444	100.0 %

Q10. Code Enforcement. Please rate your satisfaction with each of the following.

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q10-1. Maintenance of residential property	6.4%	33.5%	27.3%	19.4%	4.6%	8.8%
Q10-2. Enforcement of residential building codes	6.8%	25.8%	32.8%	10.6%	2.2%	21.8%
Q10-3. Maintenance of commercial property	4.0%	30.4%	35.7%	13.7%	3.1%	13.2%
Q10-4. Enforcement of commercial building codes	3.7%	23.1%	35.9%	7.5%	2.0%	27.8%
Q10-5. Parking enforcement on neighborhood streets	4.8%	30.0%	26.2%	18.7%	7.9%	12.3%
Q10-6. Clean-up of trash & litter on residential property	4.8%	29.7%	27.8%	23.3%	7.7%	6.6%
Q10-7. Clean-up of trash & litter on commercial property	3.5%	24.2%	35.7%	20.5%	6.6%	9.5%

WITHOUT "DON'T KNOW"**Q10. Code Enforcement. Please rate your satisfaction with each of the following. (without "don't know")**

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q10-1. Maintenance of residential property	7.0%	36.7%	30.0%	21.3%	5.1%
Q10-2. Enforcement of residential building codes	8.7%	33.0%	42.0%	13.5%	2.8%
Q10-3. Maintenance of commercial property	4.6%	35.0%	41.1%	15.7%	3.6%
Q10-4. Enforcement of commercial building codes	5.2%	32.0%	49.7%	10.4%	2.7%
Q10-5. Parking enforcement on neighborhood streets	5.5%	34.2%	29.9%	21.4%	9.0%
Q10-6. Clean-up of trash & litter on residential property	5.2%	31.8%	29.7%	25.0%	8.3%
Q10-7. Clean-up of trash & litter on commercial property	3.9%	26.8%	39.4%	22.6%	7.3%

Q11. Which TWO of the items listed in Question 10 do you think are MOST IMPORTANT for the City to provide?

<u>Q11. Top choice</u>	<u>Number</u>	<u>Percent</u>
Maintenance of residential property	88	19.4 %
Enforcement of residential building codes	47	10.4 %
Maintenance of commercial property	46	10.1 %
Enforcement of commercial building codes	36	7.9 %
Parking enforcement on neighborhood streets	66	14.5 %
Clean-up of trash & litter on residential property	90	19.8 %
Clean-up of trash & litter on commercial property	48	10.6 %
None chosen	33	7.3 %
Total	454	100.0 %

Q11. Which TWO of the items listed in Question 10 do you think are MOST IMPORTANT for the City to provide?

<u>Q11. 2nd choice</u>	<u>Number</u>	<u>Percent</u>
Maintenance of residential property	37	8.1 %
Enforcement of residential building codes	41	9.0 %
Maintenance of commercial property	45	9.9 %
Enforcement of commercial building codes	55	12.1 %
Parking enforcement on neighborhood streets	43	9.5 %
Clean-up of trash & litter on residential property	77	17.0 %
Clean-up of trash & litter on commercial property	113	24.9 %
None chosen	43	9.5 %
Total	454	100.0 %

SUM OF TOP 2 CHOICES

Q11. Which TWO of the items listed in Question 10 do you think are MOST IMPORTANT for the City to provide? (top 2)

<u>Q11. Sum of top 2 choices</u>	<u>Number</u>	<u>Percent</u>
Maintenance of residential property	125	27.5 %
Enforcement of residential building codes	88	19.4 %
Maintenance of commercial property	91	20.0 %
Enforcement of commercial building codes	91	20.0 %
Parking enforcement on neighborhood streets	109	24.0 %
Clean-up of trash & litter on residential property	167	36.8 %
Clean-up of trash & litter on commercial property	161	35.5 %
None chosen	33	7.3 %
Total	865	

Q12. Do you feel the current level of code enforcement is...

<u>Q12. What is current level of code enforcement</u>	<u>Number</u>	<u>Percent</u>
Too much	25	5.5 %
About right	146	32.2 %
Not enough	153	33.7 %
Don't know	130	28.6 %
Total	454	100.0 %

WITHOUT "DON'T KNOW"**Q12. Do you feel the current level of code enforcement is... (without "don't know")**

<u>Q12. What is current level of code enforcement</u>	<u>Number</u>	<u>Percent</u>
Too much	25	7.7 %
About right	146	45.1 %
Not enough	153	47.2 %
Total	324	100.0 %

Q13. City Maintenance and Public Works. Please rate your satisfaction with each of the following.

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q13-1. Condition of major City streets	4.6%	36.3%	22.2%	23.8%	12.3%	0.7%
Q13-2. Condition of streets in your neighborhood	5.9%	43.0%	18.7%	22.9%	8.1%	1.3%
Q13-3. Condition of sidewalks in your neighborhood	5.5%	39.6%	21.6%	18.3%	8.6%	6.4%
Q13-4. Timing of traffic signals on City streets	3.7%	35.0%	24.0%	19.8%	15.9%	1.5%
Q13-5. Traffic flow on major City streets	4.2%	35.2%	23.3%	22.9%	12.6%	1.8%
Q13-6. Pedestrian accessibility (City's sidewalk system for people with disabilities)	6.6%	28.6%	23.8%	18.7%	13.2%	9.0%
Q13-7. Appearance & condition of City medians, right-of-ways & public areas	4.6%	39.9%	29.5%	18.5%	5.1%	2.4%
Q13-8. Adequacy of City street lighting	4.4%	41.4%	22.7%	19.8%	10.1%	1.5%
Q13-9. Visibility of pavement markings & street signs on City streets	5.5%	36.6%	30.8%	19.4%	5.3%	2.4%
Q13-10. Overall cleanliness of streets & alleyways	3.5%	36.3%	29.1%	21.8%	7.0%	2.2%
Q13-11. Availability of shared use paths (walking & biking paths)	7.5%	33.3%	28.0%	15.4%	7.3%	8.6%
Q13-12. Snow removal on major City streets	9.0%	40.7%	20.3%	16.1%	12.3%	1.5%
Q13-13. Snow removal on neighborhood streets	4.2%	25.8%	19.4%	26.4%	22.2%	2.0%
Q13-14. Overall quality of Rosehill City Cemetery	24.7%	33.3%	13.7%	1.5%	0.9%	26.0%
Q13-15. City efforts to prevent flooding in Minot	15.2%	37.9%	19.8%	7.3%	6.6%	13.2%

Q13. City Maintenance and Public Works. Please rate your satisfaction with each of the following.

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q13-16. Adequacy of stormwater infrastructure	6.4%	38.3%	26.0%	4.8%	2.9%	21.6%

WITHOUT "DON'T KNOW"**Q13. City Maintenance and Public Works. Please rate your satisfaction with each of the following. (without "don't know")**

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q13-1. Condition of major City streets	4.7%	36.6%	22.4%	23.9%	12.4%
Q13-2. Condition of streets in your neighborhood	6.0%	43.5%	19.0%	23.2%	8.3%
Q13-3. Condition of sidewalks in your neighborhood	5.9%	42.4%	23.1%	19.5%	9.2%
Q13-4. Timing of traffic signals on City streets	3.8%	35.6%	24.4%	20.1%	16.1%
Q13-5. Traffic flow on major City streets	4.3%	35.9%	23.8%	23.3%	12.8%
Q13-6. Pedestrian accessibility (City's sidewalk system for people with disabilities)	7.3%	31.5%	26.2%	20.6%	14.5%
Q13-7. Appearance & condition of City medians, right-of-ways & public areas	4.7%	40.9%	30.2%	19.0%	5.2%
Q13-8. Adequacy of City street lighting	4.5%	42.1%	23.0%	20.1%	10.3%
Q13-9. Visibility of pavement markings & street signs on City streets	5.6%	37.5%	31.6%	19.9%	5.4%
Q13-10. Overall cleanliness of streets & alleyways	3.6%	37.2%	29.7%	22.3%	7.2%
Q13-11. Availability of shared use paths (walking & biking paths)	8.2%	36.4%	30.6%	16.9%	8.0%
Q13-12. Snow removal on major City streets	9.2%	41.4%	20.6%	16.3%	12.5%
Q13-13. Snow removal on neighborhood streets	4.3%	26.3%	19.8%	27.0%	22.7%
Q13-14. Overall quality of Rosehill City Cemetery	33.3%	44.9%	18.5%	2.1%	1.2%

WITHOUT “DON’T KNOW”

Q13. City Maintenance and Public Works. Please rate your satisfaction with each of the following. (without "don't know")

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q13-15. City efforts to prevent flooding in Minot	17.5%	43.7%	22.8%	8.4%	7.6%
Q13-16. Adequacy of stormwater infrastructure	8.1%	48.9%	33.1%	6.2%	3.7%

Q14. Which THREE of the items and services listed in Question 13 do you think are MOST IMPORTANT for the City to provide?

Q14. Top choice	Number	Percent
Condition of major City streets	151	33.3 %
Condition of streets in your neighborhood	27	5.9 %
Condition of sidewalks in your neighborhood	8	1.8 %
Timing of traffic signals on City streets	30	6.6 %
Traffic flow on major City streets	27	5.9 %
Pedestrian accessibility (City's sidewalk system for people with disabilities)	25	5.5 %
Appearance & condition of City medians, right-of-ways & public areas	9	2.0 %
Adequacy of City street lighting	19	4.2 %
Visibility of pavement markings & street signs on City streets	4	0.9 %
Overall cleanliness of streets & alleyways	8	1.8 %
Availability of shared use paths (walking & biking paths)	9	2.0 %
Snow removal on major City streets	48	10.6 %
Snow removal on neighborhood streets	32	7.0 %
City efforts to prevent flooding in Minot	29	6.4 %
Adequacy of stormwater infrastructure	5	1.1 %
None chosen	23	5.1 %
Total	454	100.0 %

Q14. Which THREE of the items and services listed in Question 13 do you think are MOST IMPORTANT for the City to provide?

Q14. 2nd choice	Number	Percent
Condition of major City streets	41	9.0 %
Condition of streets in your neighborhood	50	11.0 %
Condition of sidewalks in your neighborhood	16	3.5 %
Timing of traffic signals on City streets	25	5.5 %
Traffic flow on major City streets	43	9.5 %
Pedestrian accessibility (City's sidewalk system for people with disabilities)	18	4.0 %
Appearance & condition of City medians, right-of-ways & public areas	15	3.3 %
Adequacy of City street lighting	21	4.6 %
Visibility of pavement markings & street signs on City streets	16	3.5 %
Overall cleanliness of streets & alleyways	15	3.3 %
Availability of shared use paths (walking & biking paths)	16	3.5 %
Snow removal on major City streets	59	13.0 %
Snow removal on neighborhood streets	68	15.0 %
Overall quality of Rosehill City Cemetery	3	0.7 %
City efforts to prevent flooding in Minot	12	2.6 %
Adequacy of stormwater infrastructure	6	1.3 %
None chosen	30	6.6 %
Total	454	100.0 %

Q14. Which THREE of the items and services listed in Question 13 do you think are MOST IMPORTANT for the City to provide?

Q14. 3rd choice	Number	Percent
Condition of major City streets	41	9.0 %
Condition of streets in your neighborhood	24	5.3 %
Condition of sidewalks in your neighborhood	16	3.5 %
Timing of traffic signals on City streets	30	6.6 %
Traffic flow on major City streets	49	10.8 %
Pedestrian accessibility (City's sidewalk system for people with disabilities)	14	3.1 %
Appearance & condition of City medians, right-of-ways & public areas	14	3.1 %
Adequacy of City street lighting	35	7.7 %
Visibility of pavement markings & street signs on City streets	22	4.8 %
Overall cleanliness of streets & alleyways	26	5.7 %
Availability of shared use paths (walking & biking paths)	14	3.1 %
Snow removal on major City streets	46	10.1 %
Snow removal on neighborhood streets	47	10.4 %
Overall quality of Rosehill City Cemetery	4	0.9 %
City efforts to prevent flooding in Minot	25	5.5 %
Adequacy of stormwater infrastructure	10	2.2 %
None chosen	37	8.1 %
Total	454	100.0 %

SUM OF TOP 3 CHOICES

Q14. Which THREE of the items and services listed in Question 13 do you think are MOST IMPORTANT for the City to provide? (top 3)

Q14. Sum of top 3 choices	Number	Percent
Condition of major City streets	233	51.3 %
Condition of streets in your neighborhood	101	22.2 %
Condition of sidewalks in your neighborhood	40	8.8 %
Timing of traffic signals on City streets	85	18.7 %
Traffic flow on major City streets	119	26.2 %
Pedestrian accessibility (City's sidewalk system for people with disabilities)	57	12.6 %
Appearance & condition of City medians, right-of-ways & public areas	38	8.4 %
Adequacy of City street lighting	75	16.5 %
Visibility of pavement markings & street signs on City streets	42	9.3 %
Overall cleanliness of streets & alleyways	49	10.8 %
Availability of shared use paths (walking & biking paths)	39	8.6 %
Snow removal on major City streets	153	33.7 %
Snow removal on neighborhood streets	147	32.4 %
Overall quality of Rosehill City Cemetery	7	1.5 %
City efforts to prevent flooding in Minot	66	14.5 %
Adequacy of stormwater infrastructure	21	4.6 %
None chosen	23	5.1 %
Total	1295	

Q16. How supportive would you be of a public safety sales tax to support future costs for employees, vehicles and facilities?

Q16. How supportive would you be of a public safety sales tax to support future costs for employees, vehicles & facilities

	Number	Percent
Very supportive	35	7.7 %
Somewhat supportive	92	20.3 %
Not supportive	256	56.4 %
Not sure	71	15.6 %
Total	454	100.0 %

WITHOUT "NOT SURE"

Q16. How supportive would you be of a public safety sales tax to support future costs for employees, vehicles and facilities? (without "not sure")

Q16. How supportive would you be of a public safety sales tax to support future costs for employees, vehicles & facilities

	Number	Percent
Very supportive	35	9.1 %
Somewhat supportive	92	24.0 %
Not supportive	256	66.8 %
Total	383	100.0 %

Q17. Flood Recovery. Please rate your satisfaction with each of the following.

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q17-1. Pace of recovery from flood	5.9%	32.6%	22.5%	15.9%	10.8%	12.3%
Q17-2. Amount of funds that have been dedicated to flood protection	6.6%	26.0%	23.3%	15.0%	11.7%	17.4%
Q17-3. Priority focus of City resources on flood recovery & protection	6.4%	27.8%	25.1%	14.5%	10.4%	15.9%
Q17-4. Focus on projects & activities that promote resilience	5.1%	22.2%	35.0%	11.7%	7.5%	18.5%
Q17-5. Keeping the public informed on progress of flood protection	5.7%	29.7%	26.7%	15.9%	9.9%	12.1%
Q17-6. Use of federal recovery funds to create affordable housing	4.6%	20.7%	22.5%	21.1%	13.0%	18.1%
Q17-7. City commitment to Souris River access by the public for recreation	5.5%	22.5%	30.4%	13.7%	9.0%	18.9%
Q17-8. Involving the public in flood protection decisions	4.6%	21.8%	30.4%	17.0%	10.1%	16.1%

WITHOUT "DON'T KNOW"**Q17. Flood Recovery. Please rate your satisfaction with each of the following. (without "don't know")**

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q17-1. Pace of recovery from flood	6.8%	37.2%	25.6%	18.1%	12.3%
Q17-2. Amount of funds that have been dedicated to flood protection	8.0%	31.5%	28.3%	18.1%	14.1%
Q17-3. Priority focus of City resources on flood recovery & protection	7.6%	33.0%	29.8%	17.3%	12.3%
Q17-4. Focus on projects & activities that promote resilience	6.2%	27.3%	43.0%	14.3%	9.2%
Q17-5. Keeping the public informed on progress of flood protection	6.5%	33.8%	30.3%	18.0%	11.3%
Q17-6. Use of federal recovery funds to create affordable housing	5.6%	25.3%	27.4%	25.8%	15.9%
Q17-7. City commitment to Souris River access by the public for recreation	6.8%	27.7%	37.5%	16.8%	11.1%
Q17-8. Involving the public in flood protection decisions	5.5%	26.0%	36.2%	20.2%	12.1%

Q18. Do you have flooding concerns in your neighborhood?

Q18. Do you have flooding concerns in your neighborhood	Number	Percent
Yes	72	15.9 %
No	365	80.4 %
Not provided	17	3.7 %
Total	454	100.0 %

WITHOUT “NOT PROVIDED”**Q18. Do you have flooding concerns in your neighborhood? (without "not provided")**

Q18. Do you have flooding concerns in your neighborhood	Number	Percent
Yes	72	16.5 %
No	365	83.5 %
Total	437	100.0 %

Q19. City Communication. Please rate your satisfaction with each of the following.

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q19-1. Availability of information about government operations	6.6%	21.6%	31.7%	20.0%	10.8%	9.3%
Q19-2. City efforts to keep residents informed about local issues	7.0%	25.1%	29.1%	23.6%	9.9%	5.3%
Q19-3. Level of public involvement in City decision-making	4.0%	12.6%	25.6%	30.4%	19.2%	8.4%
Q19-4. Usefulness of information that is available on City website	6.2%	26.2%	32.6%	15.4%	5.3%	14.3%
Q19-5. Timeliness of information provided by your local government	5.3%	22.2%	32.6%	18.3%	9.7%	11.9%
Q19-6. Quality of social media outlets (Facebook, blogs, Twitter, etc.)	14.1%	26.2%	32.4%	8.6%	4.0%	14.8%

WITHOUT "DON'T KNOW"**Q19. City Communication. Please rate your satisfaction with each of the following. (without "don't know")**

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q19-1. Availability of information about government operations	7.3%	23.8%	35.0%	22.1%	11.9%
Q19-2. City efforts to keep residents informed about local issues	7.4%	26.5%	30.7%	24.9%	10.5%
Q19-3. Level of public involvement in City decision-making	4.3%	13.7%	27.9%	33.2%	20.9%
Q19-4. Usefulness of information that is available on City website	7.2%	30.6%	38.0%	18.0%	6.2%
Q19-5. Timeliness of information provided by your local government	6.0%	25.3%	37.0%	20.8%	11.0%
Q19-6. Quality of social media outlets (Facebook, blogs, Twitter, etc.)	16.5%	30.7%	38.0%	10.1%	4.7%

Q20. Which of the following sources do you currently use to obtain or receive information about the City of Minot?

Q20. Which following sources do you currently use to obtain or receive information about City

	Number	Percent
City of Minot website	267	58.8 %
City Council meetings	152	33.5 %
City's Twitter pages	5	1.1 %
City's Facebook pages	280	61.7 %
City's Instagram	22	4.8 %
City's weekly email newsletter	53	11.7 %
Mayor's letter to the Editor	52	11.5 %
City's weekly social media video, "This Week Ahead"	23	5.1 %
Local newspaper	188	41.4 %
Local TV news stations	271	59.7 %
Other	16	3.5 %
Total	1329	

Q20-11. Other

Q20-11. Other	Number	Percent
Word of mouth	3	18.8 %
Radio	3	18.8 %
Social media	1	6.3 %
Friends	1	6.3 %
Friends that pay attention to listed options	1	6.3 %
Minot whiners Facebook	1	6.3 %
Facebook	1	6.3 %
Online news websites	1	6.3 %
Work	1	6.3 %
Minot whiners and complainers reposting city news	1	6.3 %
Minot PD Facebook	1	6.3 %
News apps	1	6.3 %
Total	16	100.0 %

Q21. Which THREE of the information sources listed in Question 20 do you MOST PREFER to obtain or receive information about the City of Minot?

<u>Q21. Top choice</u>	<u>Number</u>	<u>Percent</u>
City of Minot website	99	21.8 %
City Council meetings	22	4.8 %
City's Twitter pages	1	0.2 %
City's Facebook pages	149	32.8 %
City's Instagram	3	0.7 %
City's weekly email newsletter	9	2.0 %
Mayor's letter to the Editor	4	0.9 %
City's weekly social media video, "This Week Ahead"	2	0.4 %
Local newspaper	58	12.8 %
Local TV news stations	72	15.9 %
None chosen	35	7.7 %
Total	454	100.0 %

Q21. Which THREE of the information sources listed in Question 20 do you MOST PREFER to obtain or receive information about the City of Minot?

<u>Q21. 2nd choice</u>	<u>Number</u>	<u>Percent</u>
City of Minot website	93	20.5 %
City Council meetings	33	7.3 %
City's Twitter pages	1	0.2 %
City's Facebook pages	65	14.3 %
City's Instagram	10	2.2 %
City's weekly email newsletter	28	6.2 %
Mayor's letter to the Editor	4	0.9 %
City's weekly social media video, "This Week Ahead"	5	1.1 %
Local newspaper	64	14.1 %
Local TV news stations	92	20.3 %
None chosen	59	13.0 %
Total	454	100.0 %

Q21. Which THREE of the information sources listed in Question 20 do you MOST PREFER to obtain or receive information about the City of Minot?

<u>Q21. 3rd choice</u>	<u>Number</u>	<u>Percent</u>
City of Minot website	65	14.3 %
City Council meetings	44	9.7 %
City's Twitter pages	1	0.2 %
City's Facebook pages	49	10.8 %
City's Instagram	5	1.1 %
City's weekly email newsletter	25	5.5 %
Mayor's letter to the Editor	18	4.0 %
City's weekly social media video, "This Week Ahead"	13	2.9 %
Local newspaper	42	9.3 %
Local TV news stations	72	15.9 %
None chosen	120	26.4 %
Total	454	100.0 %

SUM OF TOP 3 CHOICES

Q21. Which THREE of the information sources listed in Question 20 do you MOST PREFER to obtain or receive information about the City of Minot? (top 3)

<u>Q21. Sum of top 3 choices</u>	<u>Number</u>	<u>Percent</u>
City of Minot website	257	56.6 %
City Council meetings	99	21.8 %
City's Twitter pages	3	0.7 %
City's Facebook pages	263	57.9 %
City's Instagram	18	4.0 %
City's weekly email newsletter	62	13.7 %
Mayor's letter to the Editor	26	5.7 %
City's weekly social media video, "This Week Ahead"	20	4.4 %
Local newspaper	164	36.1 %
Local TV news stations	236	52.0 %
None chosen	35	7.7 %
Total	1183	

Q22. City Government. Please rate your level of agreement with the following statements.

(N=454)

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree	Don't know
Q22-1. Minot City government is democratic & representative	3.5%	16.7%	28.9%	24.9%	14.5%	11.5%
Q22-2. Minot City government is transparent	2.6%	14.3%	26.7%	29.3%	18.5%	8.6%
Q22-3. Minot City government is efficient	2.0%	10.8%	25.8%	33.0%	19.4%	9.0%
Q22-4. Minot City government is innovative	1.5%	11.9%	27.8%	30.2%	17.8%	10.8%
Q22-5. Minot City government values diversity	4.4%	18.3%	30.6%	11.5%	18.5%	16.7%
Q22-6. Minot City employees are ethical & honest	5.5%	25.8%	29.7%	14.5%	8.8%	15.6%
Q22-7. Minot government leaders listen to what citizens have to say	1.3%	12.8%	20.7%	29.1%	24.4%	11.7%

WITHOUT “DON’T KNOW”**Q22. City Government. Please rate your level of agreement with the following statements. (without "don't know")**

(N=454)

	Strongly agree	Agree	Neutral	Disagree	Strongly disagree
Q22-1. Minot City government is democratic & representative	4.0%	18.9%	32.6%	28.1%	16.4%
Q22-2. Minot City government is transparent	2.9%	15.7%	29.2%	32.0%	20.2%
Q22-3. Minot City government is efficient	2.2%	11.9%	28.3%	36.3%	21.3%
Q22-4. Minot City government is innovative	1.7%	13.3%	31.1%	33.8%	20.0%
Q22-5. Minot City government values diversity	5.3%	22.0%	36.8%	13.8%	22.2%
Q22-6. Minot City employees are ethical & honest	6.5%	30.5%	35.2%	17.2%	10.4%
Q22-7. Minot government leaders listen to what citizens have to say	1.5%	14.5%	23.4%	32.9%	27.7%

Q23. Economic Development. Please rate your satisfaction with each of the following.

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q23-1. Overall quality of new residential development	2.2%	30.2%	31.9%	16.3%	4.6%	14.8%
Q23-2. Overall quality of new retail development (stores, restaurants, etc.)	3.5%	25.1%	30.6%	23.3%	9.7%	7.7%
Q23-3. Overall quality of new business development (offices, medical facilities, banks, etc.)	4.4%	32.8%	34.6%	13.4%	7.3%	7.5%
Q23-4. Overall quality of new industrial development (warehouses, plants, etc.)	2.2%	16.5%	36.6%	13.9%	8.4%	22.5%
Q23-5. Redevelopment of abandoned or under-utilized properties	1.5%	13.0%	26.7%	30.0%	14.8%	14.1%
Q23-6. Overall appearance of Downtown Minot	9.0%	48.5%	24.7%	11.0%	2.2%	4.6%
Q23-7. City's planning for future growth	2.4%	15.4%	34.6%	19.6%	10.6%	17.4%
Q23-8. Overall appearance of commercial corridors	2.9%	24.9%	43.4%	13.2%	4.0%	11.7%

WITHOUT "DON'T KNOW"**Q23. Economic Development. Please rate your satisfaction with each of the following. (without "don't know")**

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q23-1. Overall quality of new residential development	2.6%	35.4%	37.5%	19.1%	5.4%
Q23-2. Overall quality of new retail development (stores, restaurants, etc.)	3.8%	27.2%	33.2%	25.3%	10.5%
Q23-3. Overall quality of new business development (offices, medical facilities, banks, etc.)	4.8%	35.5%	37.4%	14.5%	7.9%
Q23-4. Overall quality of new industrial development (warehouses, plants, etc.)	2.8%	21.3%	47.2%	17.9%	10.8%
Q23-5. Redevelopment of abandoned or under-utilized properties	1.8%	15.1%	31.0%	34.9%	17.2%
Q23-6. Overall appearance of Downtown Minot	9.5%	50.8%	25.9%	11.5%	2.3%
Q23-7. City's planning for future growth	2.9%	18.7%	41.9%	23.7%	12.8%
Q23-8. Overall appearance of commercial corridors	3.2%	28.2%	49.1%	15.0%	4.5%

Q24. Library. Were you aware that the Minot Public Library offers the following types of services?

(N=454)

	Yes	No
Q24-1. Art display	61.5%	38.5%
Q24-2. Board game library	56.8%	43.2%
Q24-3. Digital books	72.2%	27.8%
Q24-4. Homebound delivery	33.5%	66.5%
Q24-5. Meeting rooms	69.6%	30.4%
Q24-6. Streaming movies	35.0%	65.0%
Q24-7. Streaming music	33.5%	66.5%
Q24-8. Study rooms	70.9%	29.1%
Q24-9. Tool library	54.6%	45.4%
Q24-10. Video game library	54.2%	45.8%

Q25. Which THREE of the services listed in Question 24 would your household be most likely to use?

<u>Q25. Top choice</u>	<u>Number</u>	<u>Percent</u>
Art display	24	5.3 %
Board game library	22	4.8 %
Digital books	146	32.2 %
Homebound delivery	25	5.5 %
Meeting rooms	23	5.1 %
Streaming movies	34	7.5 %
Streaming music	6	1.3 %
Study rooms	19	4.2 %
Tool library	35	7.7 %
Video game library	19	4.2 %
None chosen	101	22.2 %
Total	454	100.0 %

Q25. Which THREE of the services listed in Question 24 would your household be most likely to use?

<u>Q25. 2nd choice</u>	<u>Number</u>	<u>Percent</u>
Art display	15	3.3 %
Board game library	35	7.7 %
Digital books	36	7.9 %
Homebound delivery	30	6.6 %
Meeting rooms	36	7.9 %
Streaming movies	49	10.8 %
Streaming music	21	4.6 %
Study rooms	21	4.6 %
Tool library	56	12.3 %
Video game library	23	5.1 %
None chosen	132	29.1 %
Total	454	100.0 %

Q25. Which THREE of the services listed in Question 24 would your household be most likely to use?

Q25. 3rd choice	Number	Percent
Art display	19	4.2 %
Board game library	30	6.6 %
Digital books	35	7.7 %
Homebound delivery	24	5.3 %
Meeting rooms	24	5.3 %
Streaming movies	48	10.6 %
Streaming music	24	5.3 %
Study rooms	25	5.5 %
Tool library	34	7.5 %
Video game library	34	7.5 %
None chosen	157	34.6 %
Total	454	100.0 %

SUM OF TOP 3 CHOICES**Q25. Which THREE of the services listed in Question 26 would your household be most likely to use? (top 3)**

Q25. Sum of top 3 choices	Number	Percent
Art display	58	12.8 %
Board game library	87	19.2 %
Digital books	217	47.8 %
Homebound delivery	79	17.4 %
Meeting rooms	83	18.3 %
Streaming movies	131	28.9 %
Streaming music	51	11.2 %
Study rooms	65	14.3 %
Tool library	125	27.5 %
Video game library	76	16.7 %
None chosen	101	22.2 %
Total	1073	

Q26. Utility Billing. Please rate your satisfaction with each of the following.

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q26-1. How easy your bill is to understand	22.2%	53.1%	14.3%	3.5%	1.8%	5.1%
Q26-2. Accuracy of your bill	20.7%	50.2%	18.9%	2.9%	0.2%	7.0%
Q26-3. How easy it is to resolve billing problems	11.9%	30.4%	22.5%	3.5%	0.9%	30.8%
Q26-4. Hours that customer service is available	12.3%	41.4%	22.5%	3.5%	0.4%	19.8%
Q26-5. Ease of using online portal	11.5%	25.8%	22.0%	8.6%	1.1%	31.1%

WITHOUT "DON'T KNOW"**Q26. Utility Billing. Please rate your satisfaction with each of the following. (without "don't know")**

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q26-1. How easy your bill is to understand	23.4%	55.9%	15.1%	3.7%	1.9%
Q26-2. Accuracy of your bill	22.3%	54.0%	20.4%	3.1%	0.2%
Q26-3. How easy it is to resolve billing problems	17.2%	43.9%	32.5%	5.1%	1.3%
Q26-4. Hours that customer service is available	15.4%	51.6%	28.0%	4.4%	0.5%
Q26-5. Ease of using online portal	16.6%	37.4%	31.9%	12.5%	1.6%

Q27. Trash. Please rate your satisfaction with each of the following.

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q27-1. Timeliness of your trash service	27.8%	49.1%	9.9%	4.0%	4.8%	4.4%
Q27-2. Professionalism of employees who pick up your trash	31.5%	45.8%	11.5%	1.3%	0.2%	9.7%
Q27-3. Overall effort by employees to ensure that all of your trash is removed	30.4%	48.0%	12.3%	2.6%	1.5%	5.1%
Q27-4. City efforts to keep you informed about trash removal issues	26.4%	43.4%	15.4%	6.2%	2.2%	6.4%
Q27-5. City efforts to keep you informed about disruptions to trash service	26.2%	41.2%	15.9%	6.6%	3.7%	6.4%
Q27-6. How quickly City personnel respond to trash service requests	15.4%	28.0%	21.8%	3.7%	2.2%	28.9%
Q27-7. What you are charged for trash service	13.7%	30.4%	25.8%	14.5%	8.6%	7.0%
Q27-8. Bulky item pickup/ removal services (old furniture, appliances, etc.)	14.1%	27.5%	20.0%	12.1%	5.5%	20.7%
Q27-9. Overall quality of your trash service	25.3%	47.8%	14.3%	4.6%	2.6%	5.3%

WITHOUT "DON'T KNOW"**Q27. Trash. Please rate your satisfaction with each of the following. (without "don't know")**

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q27-1. Timeliness of your trash service	29.0%	51.4%	10.4%	4.1%	5.1%
Q27-2. Professionalism of employees who pick up your trash	34.9%	50.7%	12.7%	1.5%	0.2%
Q27-3. Overall effort by employees to ensure that all of your trash is removed	32.0%	50.6%	13.0%	2.8%	1.6%
Q27-4. City efforts to keep you informed about trash removal issues	28.2%	46.4%	16.5%	6.6%	2.4%
Q27-5. City efforts to keep you informed about disruptions to trash service	28.0%	44.0%	16.9%	7.1%	4.0%
Q27-6. How quickly City personnel respond to trash service requests	21.7%	39.3%	30.7%	5.3%	3.1%
Q27-7. What you are charged for trash service	14.7%	32.7%	27.7%	15.6%	9.2%
Q27-8. Bulky item pickup/removal services (old furniture, appliances, etc.)	17.8%	34.7%	25.3%	15.3%	6.9%
Q27-9. Overall quality of your trash service	26.7%	50.5%	15.1%	4.9%	2.8%

Q28. Recycling. Please rate your satisfaction with each of the following.

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied	Don't know
Q28-1. Timeliness of your recycling pickups	26.0%	35.0%	12.6%	2.0%	2.9%	21.6%
Q28-2. Professionalism of employees who pick up items to be recycled	24.9%	34.8%	13.0%	0.2%	0.9%	26.2%
Q28-3. Overall effort by employees to ensure that your recycling pickup is complete	25.6%	37.9%	11.5%	0.0%	1.8%	23.3%
Q28-4. How well City keeps you informed about curbside recycling issues	22.7%	33.3%	17.0%	2.6%	3.1%	21.4%
Q28-5. How quickly City personnel respond to requests about curbside recycling	14.5%	22.5%	17.8%	1.3%	1.8%	42.1%
Q28-6. Household hazardous waste disposal service (for oil, paint, etc.)	15.4%	26.2%	22.0%	6.6%	2.6%	27.1%
Q28-7. Overall quality of City's curbside recycling program	24.9%	30.0%	16.3%	3.7%	5.3%	19.8%

WITHOUT "DON'T KNOW"**Q28. Recycling. Please rate your satisfaction with each of the following. (without "don't know")**

(N=454)

	Very satisfied	Satisfied	Neutral	Dissatisfied	Very dissatisfied
Q28-1. Timeliness of your recycling pickups	33.1%	44.7%	16.0%	2.5%	3.7%
Q28-2. Professionalism of employees who pick up items to be recycled	33.7%	47.2%	17.6%	0.3%	1.2%
Q28-3. Overall effort by employees to ensure that your recycling pickup is complete	33.3%	49.4%	14.9%	0.0%	2.3%
Q28-4. How well City keeps you informed about curbside recycling issues	28.9%	42.3%	21.6%	3.4%	3.9%
Q28-5. How quickly City personnel respond to requests about curbside recycling	25.1%	38.8%	30.8%	2.3%	3.0%
Q28-6. Household hazardous waste disposal service (for oil, paint, etc.)	21.1%	36.0%	30.2%	9.1%	3.6%
Q28-7. Overall quality of City's curbside recycling program	31.0%	37.4%	20.3%	4.7%	6.6%

Q29. Diversity. Using a scale from 1 to 5, where 5 is "Excellent" and 1 is "Very Poor," how well do you think the City of Minot currently serves the following populations?

(N=454)

	Excellent	Good	Average	Poor	Very poor	Don't know
Q29-1. Non-English speaking persons	2.9%	10.4%	19.2%	11.2%	6.6%	49.8%
Q29-2. Persons who are deaf or hearing impaired	2.4%	11.5%	21.6%	10.4%	4.6%	49.6%
Q29-3. Persons with limited physical mobility	3.7%	17.8%	20.3%	15.9%	6.6%	35.7%
Q29-4. Persons with disabilities	3.7%	18.3%	22.5%	15.0%	5.5%	35.0%
Q29-5. Seniors	7.9%	20.7%	31.3%	10.1%	4.2%	25.8%
Q29-6. LGBTQ	5.1%	9.5%	16.7%	7.7%	9.7%	51.3%
Q29-7. Racial & ethnic minorities	4.2%	11.9%	20.5%	10.6%	6.6%	46.3%
Q29-8. Other	0.2%	0.7%	0.4%	1.3%	0.9%	96.5%

WITHOUT "DON'T KNOW"

Q29. Diversity. Using a scale from 1 to 5, where 5 is "Excellent" and 1 is "Very Poor," how well do you think the City of Minot currently serves the following populations? (without "don't know")

(N=454)

	Excellent	Good	Average	Poor	Very poor
Q29-1. Non-English speaking persons	5.7%	20.6%	38.2%	22.4%	13.2%
Q29-2. Persons who are deaf or hearing impaired	4.8%	22.7%	42.8%	20.5%	9.2%
Q29-3. Persons with limited physical mobility	5.8%	27.7%	31.5%	24.7%	10.3%
Q29-4. Persons with disabilities	5.8%	28.1%	34.6%	23.1%	8.5%
Q29-5. Seniors	10.7%	27.9%	42.1%	13.6%	5.6%
Q29-6. LGBTQ	10.4%	19.5%	34.4%	15.8%	19.9%
Q29-7. Racial & ethnic minorities	7.8%	22.1%	38.1%	19.7%	12.3%
Q29-8. Other	6.3%	18.8%	12.5%	37.5%	25.0%

Q30. Do you think the City of Minot is continually improving as a place to live?

Q30. Is City of Minot continually improving as a place to live

	Number	Percent
Yes	199	43.8 %
No	169	37.2 %
Don't know	86	18.9 %
Total	454	100.0 %

WITHOUT "DON'T KNOW"**Q30. Do you think the City of Minot is continually improving as a place to live? (without "don't know")**

Q30. Is City of Minot continually improving as a place to live

	Number	Percent
Yes	199	54.1 %
No	169	45.9 %
Total	368	100.0 %

Q31. Which THREE of the following do you think will be the biggest issues Minot will face within the next FIVE years?

Q31. Biggest issues Minot will face within next five years

	Number	Percent
High taxes/property taxes/finances	364	80.2 %
Housing affordability	275	60.6 %
Crime	231	50.9 %
Road repair/maintenance/expansion	202	44.5 %
Economic development	137	30.2 %
Public transportation	52	11.5 %
Neighborhood vitality	40	8.8 %
Other	13	2.9 %
Stormwater issues	10	2.2 %
Total	1324	

Q32. Approximately how many years have you lived in Minot?

<u>Q32. How many years have you lived in Minot</u>	<u>Number</u>	<u>Percent</u>
0-5	41	9.0 %
6-10	34	7.5 %
11-15	46	10.1 %
16-20	37	8.1 %
21-30	73	16.1 %
31+	209	46.0 %
Not provided	14	3.1 %
Total	454	100.0 %

WITHOUT "NOT PROVIDED"**Q32. Approximately how many years have you lived in Minot? (without "not provided")**

<u>Q32. How many years have you lived in Minot</u>	<u>Number</u>	<u>Percent</u>
0-5	41	9.3 %
6-10	34	7.7 %
11-15	46	10.5 %
16-20	37	8.4 %
21-30	73	16.6 %
31+	209	47.5 %
Total	440	100.0 %

Q33. What is your age?

Q33. Your age	Number	Percent
18-34	85	18.7 %
35-44	87	19.2 %
45-54	91	20.0 %
55-64	89	19.6 %
65+	89	19.6 %
Not provided	13	2.9 %
Total	454	100.0 %

WITHOUT "NOT PROVIDED"**Q33. What is your age? (without "not provided")**

Q33. Your age	Number	Percent
18-34	85	19.3 %
35-44	87	19.7 %
45-54	91	20.6 %
55-64	89	20.2 %
65+	89	20.2 %
Total	441	100.0 %

Q34. Do you work in the City of Minot?

Q34. Do you work in City of Minot	Number	Percent
Yes	262	57.7 %
No	185	40.7 %
Not provided	7	1.5 %
Total	454	100.0 %

WITHOUT "NOT PROVIDED"**Q34. Do you work in the City of Minot? (without "not provided")**

Q34. Do you work in City of Minot	Number	Percent
Yes	262	58.6 %
No	185	41.4 %
Total	447	100.0 %

Q35. Do you own or rent your home?

<u>Q35. Do you own or rent your home</u>	<u>Number</u>	<u>Percent</u>
Own	313	68.9 %
Rent	137	30.2 %
Not provided	4	0.9 %
Total	454	100.0 %

WITHOUT "NOT PROVIDED"**Q35. Do you own or rent your home? (without "not provided")**

<u>Q35. Do you own or rent your home</u>	<u>Number</u>	<u>Percent</u>
Own	313	69.6 %
Rent	137	30.4 %
Total	450	100.0 %

Q36. Which of the following best describes your total annual household income?

Q36. Your total annual household income	Number	Percent
Under \$25K	34	7.5 %
\$25K-\$49,999	54	11.9 %
\$50K-\$74,999	92	20.3 %
\$75K-\$99,999	90	19.8 %
\$100K-\$124,999	39	8.6 %
\$125K-\$149,999	28	6.2 %
\$150K-\$199,999	27	5.9 %
\$200K+	13	2.9 %
Prefer not to answer	77	17.0 %
Total	454	100.0 %

WITHOUT "PREFER NOT TO ANSWER"**Q36. Which of the following best describes your total annual household income? (without "Prefer not to answer")**

Q36. Your total annual household income	Number	Percent
Under \$25K	34	9.0 %
\$25K-\$49,999	54	14.3 %
\$50K-\$74,999	92	24.4 %
\$75K-\$99,999	90	23.9 %
\$100K-\$124,999	39	10.3 %
\$125K-\$149,999	28	7.4 %
\$150K-\$199,999	27	7.2 %
\$200K+	13	3.4 %
Total	377	100.0 %

Q37. Which of the following best describes your race/ethnicity?

<u>Q37. Your race/ethnicity</u>	<u>Number</u>	<u>Percent</u>
Asian or Asian Indian	10	2.2 %
Black or African American	20	4.4 %
American Indian or Alaska Native	8	1.8 %
White or Caucasian	375	82.6 %
Native Hawaiian or other Pacific Islander	1	0.2 %
Hispanic, Spanish, or Latino/a/x	31	6.8 %
Other	5	1.1 %
Total	450	

Q37-7. Self-describes your race/ethnicity:

<u>Q37-7. Self-describe your race/ethnicity</u>	<u>Number</u>	<u>Percent</u>
Irish, Scottish, German, Scandinavian	1	20.0 %
Mixed	1	20.0 %
European	1	20.0 %
Multiple races	1	20.0 %
More than one	1	20.0 %
Total	5	100.0 %

Q38. Your gender:

<u>Q38. Your gender</u>	<u>Number</u>	<u>Percent</u>
Male	222	48.9 %
Female	224	49.3 %
Non-binary	2	0.4 %
Prefer to self-describe	1	0.2 %
Not provided	5	1.1 %
Total	454	100.0 %

WITHOUT "NOT PROVIDED"**Q38. Your gender: (without "not provided")**

<u>Q38. Your gender</u>	<u>Number</u>	<u>Percent</u>
Male	222	49.4 %
Female	224	49.9 %
Non-binary	2	0.4 %
Prefer to self-describe	1	0.2 %
Total	449	100.0 %

Q38-7. Self-describes your gender:

<u>Q38-4. Self-describe your gender</u>	<u>Number</u>	<u>Percent</u>
Gender fluid	1	100.0 %
Total	1	100.0 %



Survey Instrument



P.O. Box 5006, Minot ND, 58702



minotnd.gov



701.857.4750



10 3rd Ave Southwest, Minot ND,
58701

Dec. 4, 2023

Dear Minot resident:

Your Minot City Council wants to hear from you regarding the city services you receive for your tax dollars. The City Council values citizen input and wants to apply resources to areas that are most important to residents. At the City of Minot, we know our precious tax dollars belong to our taxpayers. Understanding that, the members of the City Council want to ensure they take a resident-driven approach when deciding how to invest in Minot's future.

Much like our residents, your City government has faced economic challenges and has made many significant changes. We have focused on working smaller, identifying and implementing new efficient processes and partnerships, and we remain committed to serving our community. With your input, our limited resources will continue to be applied to areas you feel are most important to you and your household as we plan for the future.

Please help by taking a few minutes to complete the enclosed survey. Your feedback is valuable to us, because as the City Council often says, it's your money we're spending.

Results from the survey will be made public and shared with residents at public presentations, through social media, and on the City's website (www.minotnd.org). While the overall survey results will be made public, your individual responses will remain anonymous.

You can return the survey in the enclosed postage paid envelope to: ETC Institute, 725 W. Frontier Circle, Olathe, KS, 66061. If you have questions, please contact the City of Minot at (701) 857-4750.

Thank you in advance for making Minot an even better community.

A handwritten signature in black ink, appearing to read "Harold Stewart".

Harold Stewart
City Manager



2023 City of Minot Community Survey

Please take a few minutes to complete this survey. Your input is an important part of the City's on-going effort to provide quality services for the community. If you have questions, please call Anna Schraeder at (701) 857-4750. If you prefer, you can complete the survey at minotsurvey.org. Thank you!

1. Perceptions of the City. Please rate your satisfaction with each of the following.

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1.	Overall value that you receive for your City tax dollars and fees	5	4	3	2	1	9
2.	Overall quality of life in the City	5	4	3	2	1	9
3.	Overall image of your community	5	4	3	2	1	9
4.	Appearance of your community	5	4	3	2	1	9
5.	Overall quality of Downtown	5	4	3	2	1	9
6.	Overall feeling of safety in the community	5	4	3	2	1	9
7.	Quality of leadership of elected officials	5	4	3	2	1	9

2. Quality of Life in Minot. Please rate the City of Minot with regard to each of the following.

		Excellent	Good	Neutral	Below Average	Poor	Don't Know
1.	As a place to live	5	4	3	2	1	9
2.	As a place to raise children	5	4	3	2	1	9
3.	As a place to work	5	4	3	2	1	9
4.	As a place to retire	5	4	3	2	1	9
5.	As a place to visit	5	4	3	2	1	9
6.	As a community that is moving in the right direction	5	4	3	2	1	9

3. Overall Satisfaction with Major City Services. Please rate your satisfaction with each of the following.

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
01.	Overall maintenance of City streets/sidewalks	5	4	3	2	1	9
02.	Overall enforcement of City codes/ordinances	5	4	3	2	1	9
03.	Overall quality of customer service you receive from City employees	5	4	3	2	1	9
04.	Overall quality of police services	5	4	3	2	1	9
05.	Overall quality of fire services	5	4	3	2	1	9
06.	Overall flow of traffic on City streets	5	4	3	2	1	9
07.	Overall quality of library services	5	4	3	2	1	9
08.	Overall quality of solid waste services (trash, recycling, yard waste, etc.)	5	4	3	2	1	9
09.	Overall quality of City water and sewer utilities	5	4	3	2	1	9
10.	Overall public transportation	5	4	3	2	1	9
11.	Overall Minot International Airport facilities	5	4	3	2	1	9

4. Which FOUR of the items listed in Question 3 do you think are MOST IMPORTANT for the City to provide? [Write-in your answers below using the numbers from the list in Question 3.]

1st: _____ 2nd: _____ 3rd: _____ 4th: _____

5. Public Safety Services. Please rate your level of satisfaction with each of the following.

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
01.	Overall quality of local police protection	5	4	3	2	1	9
02.	Visibility of police in your neighborhood	5	4	3	2	1	9
03.	Visibility of police in commercial areas	5	4	3	2	1	9
04.	The City's effort to prevent crime	5	4	3	2	1	9
05.	Enforcement of local traffic laws	5	4	3	2	1	9
06.	How quickly police officers respond to emergencies	5	4	3	2	1	9
07.	Quality of animal control	5	4	3	2	1	9
08.	Quality of police safety education programs	5	4	3	2	1	9
09.	Police social media outreach	5	4	3	2	1	9
10.	How quickly fire services personnel respond to emergencies	5	4	3	2	1	9
11.	Fire safety education programs	5	4	3	2	1	9
12.	Overall professionalism of the fire department	5	4	3	2	1	9
13.	Friendliness of the fire department	5	4	3	2	1	9
14.	Overall quality of fire protection services	5	4	3	2	1	9
15.	Emergency preparedness services of the fire department	5	4	3	2	1	9
16.	Municipal court	5	4	3	2	1	9

6. Which THREE of the items listed in Question 5 do you think are MOST IMPORTANT for the City to provide? [Write-in your answers below using the numbers from the list in Question 5.]

1st: _____ 2nd: _____ 3rd: _____

7. Perceptions of Safety and Security. Please rate your feeling of safety in the following situations.

		Very Safe	Safe	Neutral	Unsafe	Very Unsafe	Don't Know
1.	Walking alone in your neighborhood in general	5	4	3	2	1	9
2.	Walking alone in your neighborhood during the day	5	4	3	2	1	9
3.	Walking alone in your neighborhood after dark	5	4	3	2	1	9
4.	In City parks and recreation facilities	5	4	3	2	1	9
5.	In commercial areas of the City during the day	5	4	3	2	1	9
6.	In commercial areas of the City after dark	5	4	3	2	1	9

8. In the past 12 months, do you think Minot has become more, less, or stayed the same as far as being a safe place to live, work, and raise a family?

____(1) More safe ____ (2) Stayed the same ____ (3) Less safe ____ (9) Don't know

9. Do you know or have you had contact with Minot police officers in your neighborhood?

____ (1) Yes - I know an officer ____ (3) No
 ____ (2) Yes - I have had contact with the officer, but do not know him/her ____ (9) Don't know

10. Code Enforcement. Please rate your satisfaction with each of the following.

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1.	Maintenance of residential property	5	4	3	2	1	9
2.	Enforcement of residential building codes	5	4	3	2	1	9
3.	Maintenance of commercial property	5	4	3	2	1	9
4.	Enforcement of commercial building codes	5	4	3	2	1	9
5.	Parking enforcement on neighborhood streets	5	4	3	2	1	9
6.	Clean-up of trash and litter on residential property	5	4	3	2	1	9
7.	Clean-up of trash and litter on commercial property	5	4	3	2	1	9

11. Which TWO of the items listed in Question 10 do you think are MOST IMPORTANT for the City to provide? [Write-in your answers below using the numbers from the list in Question 10.]

1st: _____ 2nd: _____

12. Do you feel the current level of code enforcement is...

____(1) Too much ____ (2) About right ____ (3) Not enough ____ (9) Don't know

13. City Maintenance and Public Works. Please rate your satisfaction with each of the following.

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
01.	Condition of major City streets	5	4	3	2	1	9
02.	Condition of streets in your neighborhood	5	4	3	2	1	9
03.	Condition of sidewalks in your neighborhood	5	4	3	2	1	9
04.	Timing of traffic signals on City streets	5	4	3	2	1	9
05.	Traffic flow on major City streets	5	4	3	2	1	9
06.	Pedestrian accessibility (the City's sidewalk system for people with disabilities)	5	4	3	2	1	9
07.	Appearance and condition of City medians, right-of-ways and public areas	5	4	3	2	1	9
08.	Adequacy of City street lighting	5	4	3	2	1	9
09.	Visibility of pavement markings and street signs on City streets	5	4	3	2	1	9
10.	Overall cleanliness of streets and alleyways	5	4	3	2	1	9
11.	Availability of shared use paths (walking and biking paths)	5	4	3	2	1	9
12.	Snow removal on major City streets	5	4	3	2	1	9
13.	Snow removal on neighborhood streets	5	4	3	2	1	9
14.	Overall quality of the Rosehill City Cemetery	5	4	3	2	1	9
15.	City efforts to prevent flooding in Minot	5	4	3	2	1	9
16.	Adequacy of stormwater infrastructure	5	4	3	2	1	9

14. Which THREE of the items and services listed in Question 13 do you think are MOST IMPORTANT for the City to provide? [Write-in your answers below using the numbers from the list in Question 13.]

1st: _____ 2nd: _____ 3rd: _____

15. What three street maintenance issues should be the TOP PRIORITIES for the City to focus on over the next TWO years?

1. _____
2. _____
3. _____

16. How supportive would you be of a public safety sales tax to support future costs for employees, vehicles and facilities?

____(3) Very supportive ____ (2) Somewhat supportive ____ (1) Not supportive ____ (9) Not sure

17. Flood Recovery. Please rate your satisfaction with each of the following.

	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1. The pace of recovery from the flood	5	4	3	2	1	9
2. Amount of funds that have been dedicated to flood protection	5	4	3	2	1	9
3. Priority focus of City resources on flood recovery and protection	5	4	3	2	1	9
4. Focus on projects and activities that promote resilience	5	4	3	2	1	9
5. Keeping the public informed on progress of flood protection	5	4	3	2	1	9
6. Use of federal recovery funds to create affordable housing	5	4	3	2	1	9
7. City commitment to Souris River access by the public for recreation	5	4	3	2	1	9
8. Involving the public in flood protection decisions	5	4	3	2	1	9

18. Do you have flooding concerns in your neighborhood?

____ (1) Yes ____ (2) No

19. City Communication. Please rate your satisfaction with each of the following.

	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1. The availability of information about government operations	5	4	3	2	1	9
2. City efforts to keep residents informed about local issues	5	4	3	2	1	9
3. The level of public involvement in City decision-making	5	4	3	2	1	9
4. Usefulness of the information that is available on the City website	5	4	3	2	1	9
5. Timeliness of information provided by your local government	5	4	3	2	1	9
6. Quality of social media outlets (Facebook, blogs, Twitter, etc.)	5	4	3	2	1	9

20. Which of the following sources do you currently use to obtain or receive information about the City of Minot?

____ (01) City of Minot website ____ (07) Mayor's letter to the Editor
 ____ (02) City Council meetings ____ (08) City's weekly social media video, "This Week Ahead"
 ____ (03) City's Twitter pages ____ (09) Local newspaper
 ____ (04) City's Facebook pages ____ (10) Local TV news stations
 ____ (05) City's Instagram ____ (11) Other: _____
 ____ (06) City's weekly email newsletter

21. Which THREE of the information sources listed in Question 20 do you MOST PREFER to obtain or receive information about the City of Minot? [Write-in your answers below using the numbers from the list in Question 20.]

1st: ____ 2nd: ____ 3rd: ____

22. City Government. Please rate your level of agreement with the following statements.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know
1. Minot City government is democratic and representative	5	4	3	2	1	9
2. Minot City government is transparent	5	4	3	2	1	9
3. Minot City government is efficient	5	4	3	2	1	9
4. Minot City government is innovative	5	4	3	2	1	9
5. Minot City government values diversity	5	4	3	2	1	9
6. Minot City employees are ethical and honest	5	4	3	2	1	9
7. Minot government leaders listen to what citizens have to say	5	4	3	2	1	9

23. Economic Development. Please rate your satisfaction with each of the following.

		Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1.	Overall quality of new residential development	5	4	3	2	1	9
2.	Overall quality of new retail development (stores, restaurants, etc.)	5	4	3	2	1	9
3.	Overall quality of new business development (offices, medical facilities, banks, etc.)	5	4	3	2	1	9
4.	Overall quality of new industrial development (warehouses, plants, etc.)	5	4	3	2	1	9
5.	Redevelopment of abandoned or under-utilized properties	5	4	3	2	1	9
6.	Overall appearance of Downtown Minot	5	4	3	2	1	9
7.	City's planning for future growth	5	4	3	2	1	9
8.	Overall appearance of commercial corridors	5	4	3	2	1	9

24. Library. Were you aware that the Minot Public Library offers the following types of services?

Are you aware of these services:			
01.	Art display	YES	NO
02.	Board game library	YES	NO
03.	Digital books	YES	NO
04.	Homebound delivery	YES	NO
05.	Meeting rooms	YES	NO
06.	Streaming movies	YES	NO
07.	Streaming music	YES	NO
08.	Study rooms	YES	NO
09.	Tool library	YES	NO
10.	Video game library	YES	NO

**25. Which THREE of the services listed in Question 24 would your household be most likely to use?
[Write-in your answers below using the numbers from the list in Question 24.]**

1st: ____ 2nd: ____ 3rd: ____

26. Utility Billing. Please rate your satisfaction with the following.

	Utility Billing	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1.	How easy your bill is to understand	5	4	3	2	1	9
2.	The accuracy of your bill	5	4	3	2	1	9
3.	How easy it is to resolve billing problems	5	4	3	2	1	9
4.	Hours that customer service is available	5	4	3	2	1	9
5.	Ease of using the online portal	5	4	3	2	1	9

27. Trash. Please rate your satisfaction with each of the following.

	Trash Service	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1.	Timeliness of your trash service	5	4	3	2	1	9
2.	Professionalism of employees who pick up your trash	5	4	3	2	1	9
3.	The overall effort by employees to ensure that all of your trash is removed	5	4	3	2	1	9
4.	City efforts to keep you informed about trash removal issues	5	4	3	2	1	9
5.	City efforts to keep you informed about disruptions to trash service	5	4	3	2	1	9
6.	How quickly City personnel respond to trash service requests	5	4	3	2	1	9
7.	What you are charged for trash service	5	4	3	2	1	9
8.	Bulky item pickup/removal services (old furniture, appliances, etc.)	5	4	3	2	1	9
9.	Overall quality of your trash service	5	4	3	2	1	9

28. Recycling. Please rate your satisfaction with each of the following.

Recycling Service	Very Satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied	Don't Know
1. Timeliness of your recycling pickups	5	4	3	2	1	9
2. Professionalism of employees who pick up items to be recycled	5	4	3	2	1	9
3. The overall effort by employees to ensure that your recycling pickup is complete	5	4	3	2	1	9
4. How well the City keeps you informed about curbside recycling issues	5	4	3	2	1	9
5. How quickly City personnel respond to requests about curbside recycling	5	4	3	2	1	9
6. Household hazardous waste disposal service (for oil, paint, etc.)	5	4	3	2	1	9
7. Overall quality of the city's curbside recycling program	5	4	3	2	1	9

29. Diversity. Using a scale from 1 to 5, where 5 is "Excellent" and 1 is "Very Poor," how well do you think the City of Minot currently serves the following populations?

	Excellent	Good	Average	Poor	Very Poor	Don't Know
1. Non-English speaking persons	5	4	3	2	1	9
2. Persons who are deaf or hearing impaired	5	4	3	2	1	9
3. Persons with limited physical mobility	5	4	3	2	1	9
4. Persons with disabilities	5	4	3	2	1	9
5. Seniors	5	4	3	2	1	9
6. LGBTQ	5	4	3	2	1	9
7. Racial and ethnic minorities	5	4	3	2	1	9
8. Other:	5	4	3	2	1	9

30. Do you think the City of Minot is continually improving as a place to live?

____(1) Yes ____ (2) No ____ (9) Don't know

31. Which THREE of the following do you think will be the biggest issues Minot will face within the next FIVE years? [Check THREE.]

____(1) Neighborhood vitality ____ (6) Public transportation
 ____ (2) Housing affordability ____ (7) Crime
 ____ (3) Economic development ____ (8) Stormwater issues
 ____ (4) Road repair/maintenance/expansion ____ (9) Other: _____
 ____ (5) High taxes/property taxes/finances

32. Approximately how many years have you lived in Minot? _____ years

33. What is your age? _____ years

34. Do you work in the City of Minot? ____ (1) Yes ____ (2) No

35. Do you own or rent your home? ____ (1) Own ____ (2) Rent

36. Which of the following best describes your total annual household income?

____ (1) Under \$25,000 ____ (4) \$75,000-\$99,999 ____ (7) \$150,000-\$199,999
 ____ (2) \$25,000-\$49,999 ____ (5) \$100,000-\$124,999 ____ (8) More than \$200,000
 ____ (3) \$50,000-\$74,999 ____ (6) \$125,000-\$149,999 ____ (9) Prefer not to answer

37. Which of the following best describes your race/ethnicity? [Check all that apply.]

____ (01) Asian or Asian Indian

____ (05) Native Hawaiian or other Pacific Islander

____ (02) Black or African American

____ (06) Hispanic, Spanish, or Latino/a/x

____ (03) American Indian or Alaska Native

____ (99) Other: _____

____ (04) White or Caucasian

38. Your gender:

____ (1) Male

____ (2) Female

____ (3) Non-binary

____ (4) Prefer to self-describe: _____

Optional: If you have any specific suggestions to improve the quality of City services, please write them in the space provided below.

Interest In a Focus Group: If you would be willing to participate in a focus group sponsored by the City of Minot to discuss some of the issues addressed in this survey, please provide your contact information below. If you are selected, you may receive a small stipend for your time. Your contact information will be recorded separately from your responses to the survey.

Your Name: _____

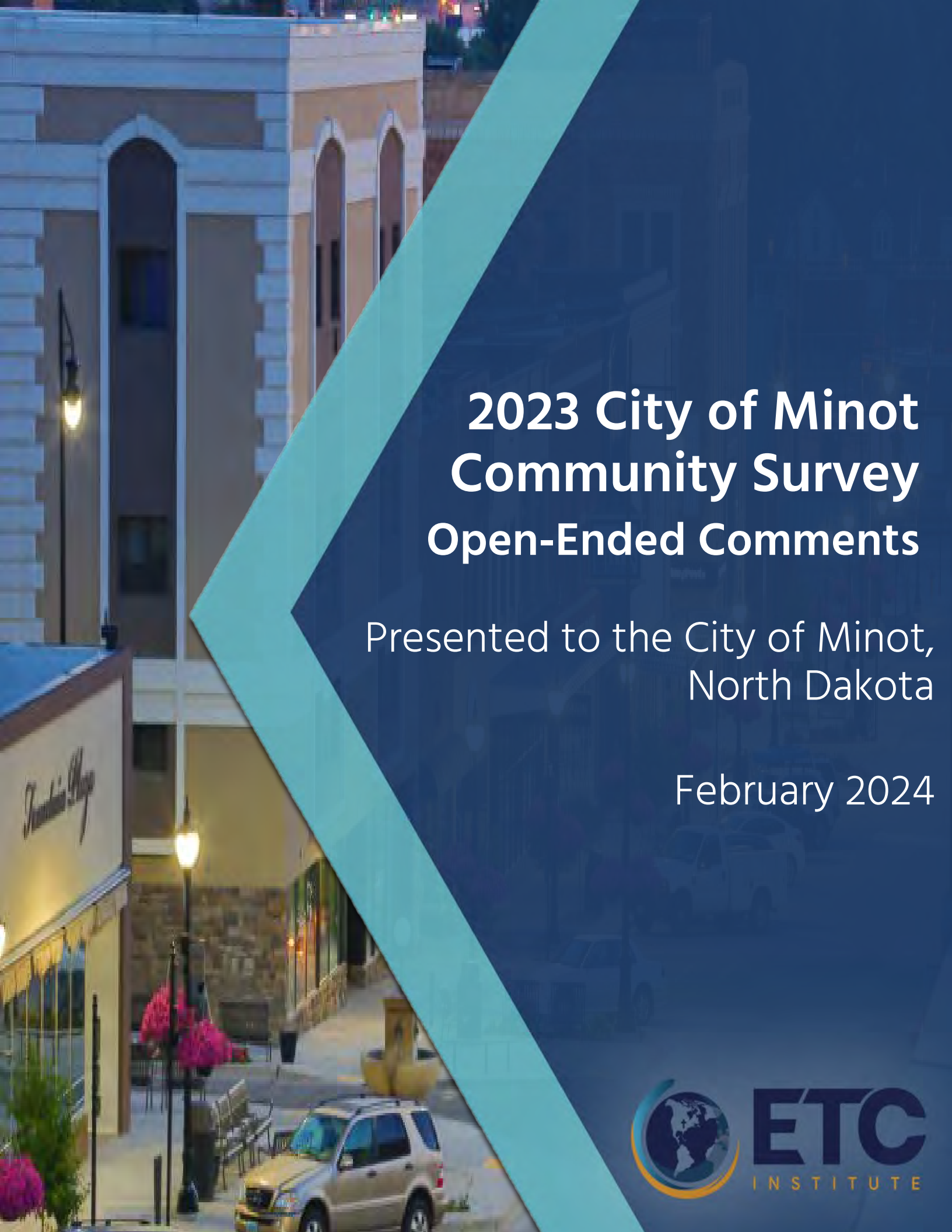
Phone: _____

Email: _____

This concludes the survey. Thank you for your time!

Please return your completed survey in the enclosed postage-paid envelope addressed to:
ETC Institute, 725 W. Frontier Circle, Olathe, KS 66061

Your responses will remain anonymous. The information printed to the right will ONLY be used to help identify needs and priorities in different areas of the city. If your address is not correct, please provide the correct information. Thank you.



2023 City of Minot Community Survey Open-Ended Comments

Presented to the City of Minot,
North Dakota

February 2024



Contents

Question 15 [1st Choice]: *“What three maintenance issues should be the TOP PRIORITIES for the City to focus on over the next TWO years?”*1

Question 15 [2nd Choice]: *“What three maintenance issues should be the TOP PRIORITIES for the City to focus on over the next TWO years?”* 10

Question 15 [3rd Choice]: *“What three maintenance issues should be the TOP PRIORITIES for the City to focus on over the next TWO years?”* 18

Question 29-8 [Other]: *“How well do you think the City of Minot currently serves the following populations?”*25

Question 31-9 [Other]: *“Which THREE of the following do you think will be the biggest issues Minot will face within the next FIVE years?”* 27

Optional: *“If you have any specific suggestions to improve the quality of City services, please write them in the space provided below.”*28

Q15. What three street maintenance issues should be the TOP PRIORITIES for the City to focus on over the next TWO years? (1st choice)

- 16th St
- 16th st and 20th Ave sw intersection needs better markings so people know where to go. It's not a 2 lane turn left
- 16th St by Jim Hill
- 16th St South
- 16th st sw
- 31st Ave & Broadway needs improvement going east to west, (widen)
- 3rd st
- 4-way stop sign in downtown Minot - First St SE & First Ave SE
- Absurd structure attached to mobile home that almost blocks sidewalk on 21st Ave NW. Can not possibly be to code?
- Accessibility for disabled people and children
- Actually fix the roads correctly.
- Add a roundabout at 16th St NW and 30th Ave NW (flow of traffic to Ramstad)
- add bicycle lanes on the sides of the roads
- Add more roundabouts to the town
- Additional stop sign on 2nd Ave NW from 16th St to 25th St
- Addressing major intersections that have continually had traffic flow issues (20th Ave SW in general)
- All of the random potholes
- Assisting the DOT or surrounding township to repair and/or maintain frontage roads accessing businesses who are on the edge of city limits
- Assuring flow of traffic on major streets including the road construction season
- Better lighting on streets
- Better paint on streets
- Better pothole management in both major and residential streets
- Better residential snow removal plan. Minot has grown, maybe some of the new tax money should be used for more equipment, employees, etc.
- Better snow removal
- Better snow removal
- Better snow removal on main streets
- Better timing of traffic lights
- Better/quicker snow removal in neighborhoods
- Broadway
- Broadway traffic congestion
- Build a Waterpark for kids so they have something to do in this town.
- Chip sealing streets ruins the asphalt.
- City medians
- City medians, row and ditches
- city streets
- Clean residential streets of snow quicker.
- Clean streets first time out when removing snow not jus t a half job! Tow cars immediately off streets!

- Clean streets, weeds out of control
- Clean up and redo streets, alleys, parking garages in downtown
- Clean up the dead zones of the river from trash. Also trash in the water
- Cleanliness
- Cleanliness
- Clearing and sanding intersections that are on a slope...i.e. 36th AVE NE/Broadway traffic light.
- construction areas
- Condition of green spaces already created
- Condition of major city streets
- Condition of major city streets
- Condition of major city streets
- Condition of major city streets
- Condition of major city streets
- Condition of sidewalks
- Condition of streets - major and neighborhood
- Condition of streets and sidewalks
- Condition of streets in neighborhood
- Condition of the major city street
- Corruption in magic fund disbursements
- Creating a pedestrian way along Broadway between 20th Ave and 37th Ave SW.
- Detection and timing of major signals, many default against major flow
- Deteriorating residential sidewalks
- Disability ramps on ALL sidewalks
- Disintegration of streets/potholes
- Do better clearing snow - scrape the ice off the road when the temp permits
- Don't block driveways with snow
- drainage
- Drainage after storms
- Drivability
- Eleven Ave resurfacing - East of Broadway (US 83) Jct.
- Eliminate potholes/broken pavement
- Employment for upkeep on snow removal
- Entrance to Perkett School area
- fill potholes
- Filling all the potholes & bumpiness in the streets
- Filling pot holes and cracks
- Filling potholes/cracking without adding massive bumps as was done when filling 83 going north out of town.
- Find an alternative to oil and gravel on top of asphalt
- Finding a way to adjust manhole covers on streets so as not to create a huge bump because they are lined up in driving lanes.
- finish flood control and get rid of the detours
- Finish the project so that all street lights are black in color
- Fix potholes
- Fix potholes
- Fix potholes

- Fix potholes
- Fix potholes
- Fix roads
- Fix roads correctly with no regards to cost
- Fix RR crossing on 3rd St
- Fix streets
- Fix the idiot lane on 16 st headed north by the pot shop. Outside traffic lane for whatever reason can't seem to go when the light turns green. Inside lane is booking and out side line just sits there- maybe 5-9 cars go through.
- Fix the intersection at 31st Ave SW and S Broadway for southbound traffic. That median sticks out into the intersection causing people to turn wide into the outside lane when turning northbound onto S Broadway from 31st Ave SW.
- Fix potholes
- Fix the streets
- Fix the streets
- fixing all the potholes all over town
- Fixing neighborhood roads
- Fix potholes
- Fix potholes
- Fix potholes
- Fixing potholes in the spring and fall
- Fixing roads in city
- Fixing streets properly
- Fixing the railroad crossing at 8 ave se
- Fixing the road coming into and going out of Minot
- Fixing traffic flow instead of reducing lanes and increasing traffic
- Flood protection
- Fully clearing streets of snow so that an entire lane is not filled with snow.
- Get the infrastructure done so we can get on with out lives.
- Get the road paved that runs from the Depot to 3rd St NE. It's hazardous and makes a bad impression of Minot by people traveling by train. It is TERRIBLE! I don't care if it belongs to the railroad or the city. Swallow your pride and pave it!
- Getting lines painted on all the streets
- HANDICAP ASCCESSABILITY
- Have railroad track crossings redone to smooth over the crossings. They ruin our tires and on my car!
- Hole repair
- Holes in pavement
- Hwy 83 going N before intersection with bypass
- Improve traffic flow on Broadway through improved traffic light timing.
- Incorporating salt into the mixture for snow removal
- Increasing/improving walk/bike access on streets
- install a Stoplight at 3rd Street NE, 11th Ave NE and Hillcrest NE - five way intersection - THAT is exactly where the roundabout SHOULD have been placed!
- Intersection of Broadway
- Keeping our city cleaner than it is now.

- Keeping our town safe from Unwanted criminals
- Keeping within a budget
- Lack of pedestrian access
- Lane markings on major city streets
- Leave 16th Street NW as is -- it is bad enough without adding ROUND A BOUTS!
- Left hand turn signals
- Left turn lights working where installed
- Left turn problems @ CVS intersection on 16th St
- Left turn signal
- Left turn signals at high accident intersections
- Left turns with protection
- Lighting
- Lighting
- Lights timing
- Lines
- Litter control cleaning areas no one will.
- Lower property taxes
- Lower property taxes
- Lowering property taxes
- Maintain downtown street and street scape infrastructure that has been damaged
- Maintain roads and improve surfaces
- Maintenance
- Maintenance of city property
- maintenance of roadways
- Major pot holes/bumps
- Make residents clean up their yards
- making it safer to cross 21st Ave to the Soccer Complex from 13th St NW
- Mill and Overlays
- More bike and walking paths connected through town
- more city street lighting
- More left turn signals
- More pedestrian accessibility including handicap access
- More pedestrian safety
- More prompt action in removing snow throughout the city as the snow is progressing. Not just throwing sand down. Get the snow and ice off the streets!
- More protected left turns that give way to a yield. 5th Ave and N Broadway by the Barley Pop is a great example.
- more roundabouts in congested areas
- More round-a-bouts. One by Ramstad.
- More sidewalks and bike paths
- More traffic lights on south Broadway to make getting on and of Broadway other then having to go to where there is a stoplight
- Need one way street
- Neighborhood roads, repairs of potholes, etc.
- Neighborhood streets AND all alleyways
- New neighborhoods and streets should require sidewalks

- [illegible]

- Potholes and surface cracks on roads
- Prevent flooding in Minot
- Prompt snow removal
- Proper compaction on all street projects
- Protected left turn signal on 37th to get into Walmart.
- Provide adequate access to city buses (like bigger cities).
- Quicker roadwork projects so roads aren't blocked for long periods of time
- Quicker snow removal
- Quicker snow removal
- Repainting lines on streets
- Repainting lines or placing reflective tape on the roads so lines can be seen
- Repair aging residential sidewalks
- Repair manhole cover to match street
- Repair neighborhood streets and make them level
- Repair the pot holes that are on every street in Minot
- Replacing pavement rather than patch
- Residential snow removal
- Residential Street Improvements
- Residential street lighting to all neighborhoods
- Re-surface bad streets
- Resurface streets in Eastwood Park
- Resurfacing streets
- Road conditions
- Road conditions
- Roads
- ROADS. FIX THE ROADS. Stop doing the same patch over and over
- Sanding in the winter
- Schedule for snow removal residential streets
- Sidewalks
- Sidewalks
- Sidewalks
- Sidewalks
- Sidewalks in residential areas
- Sidewalks
- Sidewalks. Some neighborhoods are lacking and it's ridiculous
- Significant overhaul of snow removal process.
- Smooth flowing on 16 st sw
- Smooth rough seams
- Smoothness (get rid of potholes)
- Snow
- Snow and ice removal
- snow and slush removal, after any snow event roads are a mess
- Snow removal
- Snow removal
- Snow removal
- Snow removal

- Snow removal
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- Snow removal
- Snow removal
- Snow removal
- Snow removal
- Snow removal - no snow/ice against curbs on major streets
- Snow removal downtown
- Snow removal in a timely manner both main and residential streets
- Snow removal in neighborhoods and major city streets
- Snow Removal in residential areas
- Snow removal of residential streets
- Snow removal off main streets
- Snow removal on neighborhood streets
- Snow removal on residential streets. Residential streets should be cleared of snow within 3 days of average snowfall. Study other city snow removal programs. Why do you not install plows on sand trucks?? Look at Fargo's equipment list!!
- Snow removal on side streets.
- snow removal on streets
- Snow removal should be immediately, you should not wait until you have 4 inches before removing, 3 inches of snow compacted becomes ice,
- Snow removal sooner, don't wait the storm out. Use salt
- Spring clean up, sand on streets till July
- Spring street sweeping, keeping sand off streets/bike paths for motorcycle/bicycle safety. Sand is a safety HAZARD for anything other than cars.
- Start plowing & sanding as soon as snow starts
- Stop ignoring downtown street clean-up. Streets are dirty, and the City makes excuses for why they can't clean them.
- Street cleaning in spring
- Street improvements we are the laughing stock of the state real poor management
- Street lights
- Street lights
- Street lights
- Street maintenance

- Street maintenance
- Street maintenance on major city thoroughfares
- Street markings visible
- Street quality
- Street repairs
- Street repairs
- Street traffic flow
- Street upgrade and maintenance
- Streets
- Streets
- Streets are horrible
- Streets are terrible with pot holes.
- Streets in residential area
- Streets, potholes
- Stripes and markings
- Sunken manhole covers in neighborhoods from settling
- Surface of City streets
- Syncing street lights on Broadway
- The huge pot holes on University Ave right after the lights.
- The timing from caution light to stop is a little too fast
- The use of snow gates while plowing snow.
- Third Street on both ends of bridge
- Three lane on Broadway
- Timeliness in fixing roads
- Timely snow removal
- timely snow removal of neighborhood streets
- Timely snow removal. Don't wait until its froze or almost melted!
- Timing of light by Broadway and 4th ave
- Timing of lights on south end of town, especially south of 20th Ave.
- Timing of snow and ice removal and treatment during storms.
- Timing of traffic lights
- Timing of traffic signals around schools
- Timing of traffic signals on city streets
- To clean streets again when snow is slushy, to prevent it from forming ice on the roads
- Traffic flow
- Traffic flow around schools and major streets
- Traffic flow is a HUGE issue
- Traffic flow on 16th St
- Traffic flow on 16th St NW and 21st Ave NW once the North Hill High School is being used.
- Traffic flow study for areas of town with new residential and commercial growth
- Traffic flow
- Traffic light at the intersection of 10th St SW & 31st Ave SW
- Traffic light timing
- Traffic light timing/synchronization
- Traffic lights or stop signs busy intersections (31st Ave SW & 10th st SW)
- Traffic lights, they are painful like 30+ years behind on this.

- turning the newly 2 lane roads back into four lanes, was stupid doing it that way
- University Ave west and side streets
- Unlevel streets
- Visibility of the pavement markings and street signs
- Walking paths
- We live on 18th nw and I'm not sure if it's better but for some time our street would flood during a good rain storm
- When replacing, ensure compaction standards met when crossing utilities

Q15. What three street maintenance issues should be the TOP PRIORITIES for the City to focus on over the next TWO years? (2nd choice)

- 16th st sw at CVS needs a right turn lane.
- 21st Ave NW adjacent to new high school
- 21st Ave NW is going to be a cluster with the high school and lack of multiple access points to the school
- 21ST Avenue Northwest with the new high school opening
- 4th Ave went from 4-lane to 2-lane - drive it everyday - traffic is now backed up
- Access across Broadway
- Access for people with disabilities
- Accessible walkways for pedestrians and bicyclists
- Actually program the left turn signals. Why even install them if you bare just going to have them blink as a caution?
- Add street lights where needed. Next to Gate City on 31st
- Adequate crossings to protect safety of pedestrians with considerations for elderly and handicap
- Aesthetic attention to major streets and medians
- ALLEY WEST MCKINLEY SCHOOL
- Allowing EDC MEMBERS & Councilmember to have access to economic development funds they administer
- Alternate route roads fixed
- Availability of shared use paths for everyone
- Better pedestrian signs
- Better sidewalk conditions
- Better sideways, some places don't even have them
- better snow removal
- Better snow removal on residential streets
- Better snow removal on side streets (quit blocking driveways)
- Better timing for some traffic lights
- Better timing of street lights.
- Better timing of traffic lights.
- Better traffic flow
- Bike paths
- Bring down cost of living (rent)
- Bring four lanes to three lanes (N, S, turning lane) on 16th St SW
- Bring in revenue from outside minot
- Broadway
- Chip seal schedule stick to the plan
- Clean roads better in neighborhood
- Clean up the weeds in medians and sidewalks along major streets...2 and 3 foot weeds are a joke and look bad
- Cleaner medians
- Cleaner streets
- Cleanliness of streets
- Cleanliness of streets and alleys
- Clear neighborhood streets - and not 5 days later

- clear snow from extreme nw minot asap because we cant move after snow storms
- Clear turning lane markings on Broadway for right hand turns into businesses
- Clearing snow all the way to the curb and not blocking driveways
- Clearly mark lines on roads
- Commerce Area Snow Removal. It's not just about schools. Businesses are important, too. In fact, they generate revenue.
- Condition of city streets
- Condition of major city streets
- Condition of pavement in spring, summer and fall
- Condition of pot holes
- Condition of sidewalks
- condition of sidewalks in neighborhoods
- Condition of streets
- Crack sealing
- Curb & gutters
- Curb illegal parking
- Cut red tape on commercial building to attract new business
- Dedicated turn lights at 20th Ave SW and 16th Street SW as well as 4th Ave NW and 16th St NW
- Developing and maintaining safe active transit routes
- Do a better job of snow removal clear the 2 lanes, not a lane and a half and SAND all roads/corners
- Entrance from 7th Ave SW to the bypass
- Faster snow removal throughout
- Fill potholes
- Filling in potholes
- finish flood control and get rid of the detours
- Fix large holes in streets
- Fix sidewalks in neighborhoods
- Fix the man hole covers! They are really low causing your vehicle to take a beating when driving over them.
- fix the potholes
- Fixing potholes
- Fixing potholes correctly the first time.
- Fixing potholes, etc. before they get to the point that they damage tires, etc. the manhole sewer covers on some of the streets are right where people have to drive
- Fixing speed bumps on 83 near Ask Fitness
- Fixing the atrocious railroad crossing point on 3rd Street, the one between the courthouse and Ebenezer's.
- Fixing the railroad crossing at 3rd ave se
- Flood protection
- Get city taxes down
- Get done quicker
- Giant potholes on some side streets/in neighborhoods/alleyways
- Have better build up by manholes on all streets. You have to actually swerve to miss the sharp "bumps"
- Have contracts for maintenance signed before snow melts

- have less speed limit changes on city streets
- Ice removal
- Improve snow removal on 21 ave nw. Once cleared, snow blows back in quickly and blocks a lane for westbound traffic. Consider snow fence / natural wind breaks to lessen drifts. This will be most important when the new school opens.
- Improve traffic flow and safety of major thoroughfares
- Improve traffic flow on major roads.
- Improve walkability of streets
- Increased funding to law enforcement. Our crime rates are climbing
- Increasing plowing on side streets
- installation of signals
- Keep pedestrians safe! Clean sidewalks not filled with snow, mud!
- Keep streets clean, use sweepers more often
- Keep the streets clear of sand and garbage
- Keeping painted lines visible
- Lack of bike access
- Left turn signals
- Less bike routes
- Less sand
- Lighting
- Lighting
- Lights & signs
- Louder street crossing notifications
- Lowering property taxes
- Main St
- Maintain
- Maintain common areas.
- Maintaining or upgrading our snow plows and equipment
- maintenance of major streets
- Major streets
- Make sure there are handicap accessible sidewalks throughout the city. In EVERY neighborhood!
- Making lights work better and have set turning lights that change to green
- Making sure sidewalks and maybe some crosswalks are installed on major routes, especially near the Mall where most accessible housing is
- Man hole covers on main streets need to be flush
- Minot ND where lights change when there's absolutely NO other traffic for miles.
- More lighting
- More lighting in residential. It is pitch black by 6pm and cannot see anything in most neighborhoods.
- More police
- More safe bike lanes
- More street lights
- More street lights
- More street lights/brighter
- More street sweeping in residential areas.
- more turning arrows

- More turning lights
- Musing our tax dollars for city upkeep and not spend foolishly on downtown continued improvements or expensive changes. It's fine for awhile with recent modifications.
- Narrow streets/lanes
- Need more visible "No Right Turn" on Broadway at airport.
- newer, better looking city buses
- Nice/complete curb and gutter and sidewalk access at major intersections
- No additional sidewalks forced on property owners
- No left turn onto broadway where Popeyes will be going
- No more floods
- No oil and loose rock
- Not raising property taxes
- Not running trucks into bridges
- Off ramp from hwy by Starbucks and panera. Cars cannot get off due to people lined up for coffee or traffic that turned off earlier by valley sports
- Overall condition of all streets
- Overall neighborhood street maintenance including snow removal
- Painting strips
- parking on streets is out of control
- Patch pot holes
- Pavement markings
- Pavement Markings
- pavement markings
- Paving dirt roads
- Pedestrian protection
- permanently fix streets instead of patching over and over again
- Pick up garbage on recycling days!!!!
- plant native shorter plants for less mowing
- Plant trees
- Plow the snow before sanding
- plowing main roads sooner
- Police increased
- Police officers following rules of the road
- pot holes
- Pot holes
- Pot holes
- Pot holes
- Pot holes and rough streets need to be repaired and or replaced immediately
- pot holes in streets
- Pothole fixes
- Potholes
- Potholes
- Potholes
- Potholes
- Potholes filled everywhere
- Potholes, fix some bad roads or pave gravel ones

- Preparing 21st Ave NW for the opening of the new high school.
- Prevent flooding
- Put cutouts in NE minot so elderly can walk without barriers
- Put in green arrow lights instead of green turn when traffic permits.
- Put stop light downtown
- putting a signal light back up again on 31st Ave & 10th St SW
- Putting turn arrows in
- Quit patching over and over. Remove and replace asphalt with concrete. Again look at other ND city streets!
- Quit tearing the streets apart just before the State Fair
- quit wasting money on new traffic lights that never work right and cause traffic to bottle up.
- Rain water draining
- Reduce meth use to make neighborhoods more safe
- Re-evaluating traffic pattern at 16th St. and 30th Ave NW. Roundabout? There are regularly 25+ cars backed up at the two stop signs every morning between 7am to 8am and many near misses due to traffic flowing to and from Ramstad school and commuters going to and coming in from bypass.
- Removing sand after winter quickly. It's a hazard for bikers and stays way too long.
- reopen Railway Ave NE - it has been closed for two years
- Reopen RR Avenue
- Repaint streets crosswalks as needed
- Repainting the street lines so they are more visible in the snow/ice
- Repair
- Repair dug up pavement caused by water main breaks quickly
- Replace downtown tree planter rock with wood mulch or tree grates
- replacement of Broadway south of 20th Ave S
- Replacement of Hwy. 83/South Broadway between 41st Ave. & 20th Ave. SW
- residential street are icy
- residential streets
- resurface roads and marked. Too often markings are worn off
- Re-timing of intersection lights
- Road conditions
- Road diets with clean bike lanes
- Road markings
- Roads
- Roadways are sagging and/or uneven leading to ruts/potholes
- Rose hill weeds
- Rosehill Cemetery need clean, mow, weed cleaning better
- Rough sections of pavement
- Rundown houses
- sand trucks out to major intersections quicker after storms.
- sanding icy streets
- Should hire someone from a big city with snow removal experience
- Sidewalk quality
- Sidewalk repair
- Sidewalks

- Sidewalks
- Sidewalks
- Sidewalks in all neighborhoods
- Sidewalks that are in dire need of replacement
- Signage
- signal timing
- signs
- Slow down traffic
- Snow & Ice removal, get the plows out asap along with sand or salt or de icer
- Snow piled on top of sidewalks.
- snow removal
- Snow removal
- Snow removal
- Snow removal
- Snow removal
- Snow removal
- Snow removal
- Snow removal
- snow removal
- snow removal
- Snow removal
- Snow removal
- Snow removal
- Snow removal
- Snow removal and icy streets go way too long without attention
- Snow removal and winter maintenance
- Snow removal for all roads besides emergency routes
- snow removal for neighborhoods in the north
- Snow removal in evacuated area sidewalks
- Snow removal in neighborhoods
- Snow removal increase
- Snow removal major and residential - very poor
- Snow removal needs to be done sooner
- Snow removal on less traveled streets; timing
- snow removal on major streets
- Snow removal on neighborhood streets and also paved alleys where peoples' driveways are
- Snow removal on public sidewalks
- Snow removal side streets
- snow removal. Quit putting sand down before snow is removed.
- Snow/ice/debris removal
- Sow removal in neighborhoods
- Spray creeping jenny
- Start building the city for people, not cars
- Stop light turn arrows on 20th Ave SW and 16th St SW
- Stop redesigning the system- no roundabouts
- Storm drain/gutter issues - there's a flow problem on 14th Street NW

- storm sewers that keep up
- Street and alley condition.
- Street cleanliness-including cleaning salts and dirt timely in spring
- Street light at corner of 2nd Ave NW and 16th Street NW
- Street lighting
- Street lights
- Street lights
- Street lights where needed
- Street lines marking
- Street repair
- Street sweep more often.
- Sweep streets in the spring should NOT be held off until June. This year's schedule started way too late
- Take care Potholes in alleys for those who have alley access
- The flow of traffic on 31st Ave SE and Broadway
- Time the traffic lights. It's crazy, the wait at a red light going east/west as apposed to North/South.
- Timely laying of sand
- Timely snow removal
- Timing if traffic lights
- timing of major signals to move traffic through major corridors, instead of diverting to secondary and tertiary routes
- timing of signal lights
- timing of the traffic lights on Broadway to improve traffic flow
- timing of traffic lights
- Timing of traffic signals
- Timing of traffic signals
- timing of traffic signals
- Timing of traffic signals.
- To have better timing at traffic lights on major roads, some lights don't stay green long enough
- Too many detours in the summer
- Traffic flow
- traffic flow
- traffic flow
- Traffic flow
- Traffic flow - traffic light timing
- Traffic flow around schools
- Traffic flow at busy times of day
- Traffic flow especially on left turns at intersections
- Traffic flow on major city streets / light timing
- Traffic intersection on 2nd St SE & 20th Ave E - Intersection is messy and accident prone.
- traffic light programing
- traffic light settings
- Traffic light timing is very poor
- Traffic lights
- traffic lights need better timing

- Traffic lights not long enough at Broadway & 30th Ave SW
- Trimming/removal of trees or visual obstructions at intersections across the city to improve safety
- Turn light at 20th Ave SW & 16th St SW
- Turn the bike lanes back into driving lanes since a bike has never once been seen using the bike lanes
- Turning highly used gravel paths into paved roads
- Use ice melt/sand on the roads sooner when it is icy.
- Visibility of pavement signs/street signs
- Walking biking paths
- Water pipes
- Weed control
- Weed control on city property
- When you call to complain they just hang up on you
- Widen 21st Ave NW
- Widening or four lane 21st Ave NW from Bypass to 16th St NW (flow of traffic to Minot North HS)
- Work to enforce sidewalk cleaning, snow

Q15. What three street maintenance issues should be the TOP PRIORITIES for the City to focus on over the next TWO years? (3rd choice)

- 16th st sw and longhorn intersection needs a left turn light when facing east and trying to get onto 16th with a no right on red when facing west.
- 16th St bike paths are a death trap - Keep it clear
- 21st Ave NW -widen for school traffic
- Accessibility of crosswalk buttons for disabled in wheelchairs
- Actually street repair not temporary fixes
- Add roads to the new hospital
- Adding reflectors to the yellow line in the middle of the road on some roads
- Adequacy of city street lighting
- Adequacy of neighborhood lighting
- Adequacy of storm water infrastructure
- Adequacy of stormwater infrastructure
- Adequacy of street lighting
- Adequate snow removal so postal services don't cease
- Again, more left turn signals both to get on 16th (by Longhorns for example) and to get off 16th (by Harley's for example)
- Availability of shared use walking and biking paths
- Beautify medians and boulevards
- Better flow of traffic
- Better judicial systems in our courts. I
- Better lighting
- Better markings on pedestrian crossings
- Better snow removal
- Better snow removal plan
- better traffic flow
- Better traffic lights
- Bike paths and curb side lanes of streets were and still are full of sand all summer/fall. Clean off the whole street.
- Broadway
- Burdick
- Bypass safety throughout the route
- Central Ave chokepoint adjacent to A-Typical Brewery
- Clean streets
- Clean the roads. Snow removal, street sweep etc. and if you're going to "work tirelessly" to sand/ remove snow. Maybe stop skipping multiple blocks to a point where the citizens are clearing their own roads 3-5 days later??
- Clean up
- Clean up and remove blind spots on corners
- cleanliness of neighborhood streets
- Clear neighborhood streets of snow more quickly
- Clear public side walks so kids don't have to walk in the street especially after snow falls.
- Clearly painted directional arrows at all times
- Completing flood control

- Completion of the "road diet" between 4th Ave NW and Burdick on 16th St
- Condition of residential streets
- Condition of sidewalks
- Condition of streets
- cracks, holes, resurfacing
- Crime prevention
- Crosswalks
- cutting down or trimming many trees at many intersections that block traffic view
- Debris free
- Do a study on how to best stop left turns on Broadway. Access to business is critical, but a back street / alley access is possible. Also U-turns could be a solution (at intersections).
- Don't know
- Drainage throughout the city when it rains
- Effective snow removal
- Enforce parking codes
- enforcement
- Enforcement of residential sidewalk maintenance
- Enforcement of speed limits in residential areas.
- Enforcement of vehicles to be towed when left on the streets during snow removal
- Fill potholes quickly.
- Filling in or repaving potholes and cracks
- Filling potholes as they develop. We tend to wait way to long.
- finish flood control and get rid of the detours
- Finish roads that have been left undone
- Fix 20th Ave SW (old road leading to the landfill) and installing curb and sidewalks in Elk Meadows/Ridge subdivision
- Fix bad pavement on 16th Street SW when turning off Burdick Expwy
- Fix you budget
- Fixing pot holes & do better street maintenance
- flood conditions
- FLOOD CONTROL
- Flood control
- Flood prevention
- Flood prevention
- Flood protection
- Flow of traffic
- Flow of traffic
- Flow of traffic an be terrible. Need additional north south travel routes.
- flow on broadway
- Forget the single lane traffic with bike lanes! Who in the hell rides bike 6 months out of the year. What a waste of money.
- General street maintenance
- Get Railroad Ave done! That is far too long to be closed. IMO
- get rid of bike paths and give the 2 lane street back on each side
- Get rid of bike paths on busy streets, and why do we clean bike paths in the winter?
- Get rid of economic development and put that money into infrastructure

- Get some left turn signals
- Grading alleyways
- Handicap accessible in public places
- Have snow removal keep lanes close across the whole width of the road
- Identify areas of frost heaving and over repair
- If u hit a green light on Broadway you get all green if you hit a red light u get all red across town
- Improve sidewalk & pedestrian crossing in BUSY areas (around oak park)
- Improving intersections
- Increase the speed limit to 30 mph between burdick and 4th ave nw on 16th st.
- Increased public notifications if you don't use Facebook and don't get the paper. News? Radio?
- intersection of 31st ave and S. Broadway is terrible
- Keep expanding the bike lanes!
- Keep streets clean
- Keep streets ice free
- Keep up good work
- Keeping pavement markings painted
- Keeping sidewalks cleaned off in the winter for the many people that walk the sidewalks as a matter of necessity on a daily basis. Enforce ordinance for those who never clean their sidewalks in the winter.
- Keeping streets clean
- Lack of sidewalks and bike paths
- Large pot holes on south Broadway
- Left turn lanes on 16th ST SW and 20th Ave SW
- Let's work on holding Trinity more accountable for its decision to needlessly expand our city southwest causing unnecessary increase in maintenance and city cost.
- Leveling the manhole cover we now have to drive on with the one lane only now
- Light timing
- Light up stop signs in high traffic or dark areas.
- lighting
- Lighting
- Lights at 31st Ave & 10th St SW
- Litter in parks/public areas is common
- Lower airline costs
- Lowering property taxes
- Maintain broadway in mint condition
- Maintain cleanliness/sweeping
- Maintaining curbing in residential areas
- Maintaining sidewalks/residential streets - adding some more amenities to neighborhoods
- Maintaining streets when it snows
- Maintenance of main roads
- Maintenance of road surfaces and markings, education on how to use right turn lanes and stopping behind intersection termination markers
- major streets
- Make 22nd Ave SW at 16th St SW a North turn only from the east side of the street (mall entrance road)
- Make streets smooth

- Make sure it is still safe to drive when there is construction with clear markings.
- markings on pavement
- Minot, ND we'll make you sit through two lights before giving you the green left turn light. Yellow flashing would work great at almost everything left at a light, uh if they can't see if there upcoming traffic and go, they deserve to get hit.
- more attention to some of the dangerous intersections
- More bike paths
- More city street lighting
- more cross walks for school children
- More left-turn signals
- More right in right out only on major roads. No left.
- More sidewalks everywhere
- More signs indicating the laws! Speed limit,
- More snow removal
- More street lighting in older neighborhoods
- More street lights in walking paths
- More timely street repairs.
- More visible street markers
- Move snow sooner
- MPD allocation of funding to better support our police dept. Better pay will increase the possibility of employment. Also a check on the one in charge so current employees aren't quitting.
- Need infrastructure to bring businesses in. Pave north end of Sunset.
- Need more left turn signals
- No more bike paths
- No more dieting on the 4 lane streets
- No roundabouts
- Nothing else
- organize cleanup the streets
- Our city look I cared for compared to Bismarck and Fargo
- Overall cleanliness of streets
- paint on roads that lasts more than a month
- parking vehicles to close to corners of streets and trees that block the corner view on intersections
- Pave elk drive to maple view
- Pavement markings
- Paving
- Pay more for better roads instead of putting a band aid over it and hoping for the best
- Pedestrian education
- permanent repairs of pot holes on streets
- Pick up garbage on recycling days!!!!
- Poorly timed turn signals
- Potholes
- Potholes
- Potholes
- Potholes and general maintenance

- Prevent flooding
- Preventative maintenance of roadways
- Preventing ice build up on residential streets
- Protected walkway on Broadway over 2 and 52
- Put up lights to cross at Holiday Station heading East/West
- Quit doing all repairs around the state fair
- Quit favoring street clean up to certain neighborhoods
- Reduce potholes and road closure due to repairs.
- Remove cracks from sidewalks.
- Replace sidewalk corners to be ADA accessible
- Residential snow removal ASAP
- Resurfacing
- Resurfacing vs patching
- return stoplight to intersection of 3rd street NE and 9th Ave/University NE
- Rosehill
- Rosehill animal control
- round about at 16th and 36th north
- RR horns restrictions during certain times
- Sand on hills and intersection in winter
- Sand streets - more ice melt on side streets
- Sewer system
- Side streets
- Sidewalks
- Sidewalks & Pedestrian Infrastructure. Snow removal, maintenance, general care.
- Sidewalks in neighborhoods
- Signage for unprotected intersections
- Signal lights
- Signals
- Snow needs to be plowed and not throwing dirt/salt mix on top of snow
- Snow plows block driveways
- Snow removal
- Snow removal
- Snow removal
- Snow removal
- snow removal
- Snow removal
- snow removal
- SNOW REMOVAL
- Snow removal
- Snow removal
- Snow removal (although with global warming maybe that's a non-issue going forward lol)
- Snow removal and ice melt on streets when needed for safe driving.
- snow removal in a timely manner
- Snow removal in major traffic areas
- Snow removal in residential
- Snow removal of sidewalks for everyone

- Snow removal of streets
- Snow removal on Broadway
- Snow removal on neighborhood streets
- Snow removal prep
- Snow removal. Minot CAN do better by removing snow from the sides of major roads earlier in the season rather than it building up more and more.
- Snow, ice, and debris mitigation.
- Speeding enforcement.
- Start snow removal before 4 inches. All storms are different
- Start work in spring and complete before July.
- Stop lights
- Stop raising taxes
- Stop redoing the same streets every summer
- Stop spending money on flood walls
- Stop wasting tax dollars on biking paths that are almost never used
- Stopping flood things faster
- Storm drainage along 34th Ave. SE east of 13th St. SE
- Stormwater
- Street cleaning and striping.
- Street lighting
- Street lighting in residential areas - intersections are lit, but only small area. Neighborhoods are very dark.
- Street lighting in residential areas needs improving.
- Street lights
- street lights
- Street lights
- Street markings
- street sweeping
- Street sweeping
- Street sweeping is loud and excessive
- Street sweeping should be done every two weeks, every street
- Streets and alleys
- Taxes
- Timely attention to city sidewalks
- Timing of street signs
- Timing of traffic lights for higher quantity of cars on Broadway. Lights sync well on Sunday mornings, can flow directly from N hill to South hill at speed limit with one or even zero red lights. During the day when there are thousands of cars it's not great...
- traffic direction
- Traffic flow
- Traffic flow
- Traffic flow
- traffic flow
- Traffic flow
- Traffic flow
- Traffic flow

- Traffic flow
- Traffic flow
- Traffic flow city
- Traffic flow especially on north/south streets
- Traffic flow improvement
- traffic flow on 20th Ave NW after new school opens.
- Traffic flow on major city streets
- Traffic speeds and red light violations
- Traffick lights
- Trash clean up
- Trying to create more bike paths separate from the road, or find a way to better separate existing ones from the road. I see way too many people cutting into them almost hitting people riding bikes.
- Turn signals on busier intersections
- Updating street lighting
- Upkeep on sidewalks around town
- Water drainage in residential areas.
- Water Pooling
- Weed control on city property
- When no snow on the ground street sweepers should be out
- With snow removal, don't pile on driveways
- Work with developers to make developing minot more affordable.

Q29-8 [Other]. How well do you think the City of Minot currently serves the following populations?

- All things considered trending in popular culture not including unwanted elements in society- as in poor and homeless addicted and disabled and old and feeble.
- Any non-resourced, non-homogenized, different thinking/believing/looking human.
- Any other persons not falling into the previous categories or our white-dominated majority
- Anyone other than white males
- I am going to use this other spot as a place in case I can't say it anywhere else members of the leaders in minot and some of the public need more education on LGBTQ issues more specifically trans issues I don't feel my trans friends and family are safe we need to educate leaders more and educate the public more we clearly have some misguided citizens and leaders here
- I have seen people who silenced at City Council meetings. I have also seen Tic Toc videos that are created out of the City Council Meetings that are edited with attempts to shame certain citizens that have shown up to voice their opinions. This footage may or may not have been harvested from The City of Minot's YouTube Channel. But they have an obvious political bias meant to shame people who are either struggling to keep afloat with tax rates and inflation, or those expressing genuine concerns relative to their religious beliefs. I have listened to certain council members shame people who have come out to speak on certain topics. I have also witnessed a defining bias in empathy towards people who constantly threaten to leave our community, while those that have made a life out of living here almost get shown the door. The Golden Rule only applies to the times we are experiencing as a result of gaslighting in the media. Minot's grass roots people came together during our crisis we experienced in 2011 (flood). They (grass roots people) always have brought that "magic" to our City. There is always exceptions to everything as nothing is ever one hundred percent. I seen some people scolding the use of "non-profits" for helping the homeless in this town. People are at a point where they are scraping to make their escrow and keeping their homes together. If NOT non-profits, then I would ask who then? I do not look forward to the time when people are not able renegotiate their living conditions. We are on the threshold of actually driving a homeless crisis. People getting taxed out of their homesteads will not be remedied by maximizing multifamily dwellings. It will only grow spread of disease and increase of crime. I am not concerned with how rapidly we can grow our city. I would prefer the City government not participate in expediting growth and focus more on how we can regrow bonds between the people we have. However, those words will NOT be said at any City Council meeting to be edited down and used in a tic tok platform that will harbor 340,000 views to shame people for expressing their views.
- I think the city council is willing to take money from everyone equally and gift it to those in the Ackerman Inner circle - as ever, the Minot Mafia benefits the chosen few...
- Minot needs to become fully aware of the Homeless and couch stuffing people. There is such a need for more "rooms" for people that do not have suitable residence to live. When they talk about "Affordable Housing" who are they talking about? Seniors and people living on Social Security cannot afford the affordable living apartments of over 700.00, when their income is only 700-900. That is who we need to watch. Non-profit agencies cannot continue to pay for the deposits and rent that homeless and Non-working people seem to think they are entitled to. We use to be a proud city where even teens worked to buy what they wanted, men worked to provide the best they could for their families, and many women also worked, but now it is a better living for them not to work. They get more benefits and all living expenses paid. However there are our "lower income and middle class working families" who work hard to try to provide for themselves

and families. But the minute they get a paycheck they lose their SNAP benefits, many their housing benefits and then end up being evicted from their homes because not making enough money to keep up with major needs, rent, utilities, medical insurance, car insurance, and food. I truly believe Minot needs to take a good look around the area and open their eyes to see where they have people living, sleeping and where and what they are using for rest rooms.

- Natives, Blacks, Hispanic, and gay
- Other nationalities.
- People struggling with mental health
- Social media
- The city promotes an extremely conservative environment, much more so than in 70s and 80s. The newspaper promotes a conservative agenda, and openly ridicules any other viewpoints or facts.
- The unsure folks who don't know what their real gender is.
- Those without a car.
- Tourists
- Us whites are treated just fine but minorities are commonly looked down on
- Visiting people
- Women are still not treated as full people with rights. Look at the abortion laws! Forced births. In 2023. Unacceptable! And no anti-rape or anti-abuse or sexism education for the men or resources. It's the men that have to solve sexism and violence, not the female victims. Women are still not paid as well as men. Offer child care at city council & public input meetings if you want people/women with kids to even have a prayer of participation. Offer child care improvements period. Advocate for women to run for office. Develop more STEM job opportunities for women beyond teacher and nurse in the community. Celebrate women as people. Not just as the pretty homecoming queen. Celebrate math teachers and female scientists and smart women (and all) in the homecoming parade and the community. Name parks and buildings and schools after women! Recognize that indigenous folks should have a seat at the table. Indigenous culture is rich and lovely. We don't even have an indigenous owned restaurant here! (Or an Indian restaurant, or a soul food spot or Lebanese etc.... so boring! Just new chains.). Indigenous people should be on city council. Name parks and buildings and schools and roads after indigenous people! We have a university here. The university should be incorporated more into the city and new students should be welcomed to the city. MSU Student discounts for example. This doesn't feel much like a college town. There is an Air base just north of town. Ask these families and employees how we can make them feel at home here. The foster care system here is abysmal for one thing. And there are too many students per teacher. Anyone caring for children needs to be paid better (see section on women above). There aren't even step stools under the sinks at restaurants and in businesses here! How are these young residents even supposed to even wash their hands? These little people can't vote but spaces need to be designed with them in mind. And we need to be thinking about what their future looks like from a climate change perspective too.
- Young adults ages 18 to 21

Q31-9 [Other]. Which THREE of the following do you think will be the biggest issues Minot will face within the next FIVE years?

- Acceptance of all....religions, LGBTQ, ethnicities, senior services. Senior services downtown are extremely difficult to access. They need to be in a less crowded facility.
- Enhancing downtown to encourage people to visit/live.
- Fentanyl. The rest of the country is getting destroyed. It's just a matter of time before Minot is facing this. Social services. This survey focuses on: streets, snow, trash, police, fire, businesses. But what about the homeless population? Schools? Daycare? Impacts of poverty? Arts?
- flooding
- Living in an area in Minot that SURVIVED the flood....and now facing issues of no street lights... I am sure they were damaged electronically from the flood as our homes were. The City of Minot chose to help downtown Minot to restore their lights...but not very much help for the customers who support downtown Minot!! More neighborhoods will follow. SAD!!!
- More people moving in from other states and countries, more homelessness, hunger, and crime.
- pay for street lights in Minot and don't put the bill on the property owners
- Pick up garbage on recycling days!!!!
- Public safety funding is atrocious
- Resistance to embracing diversity
- Retention of highly skilled workforce. Tech, healthcare, etc.
- Sift from federal and consulting firms ideas to local ingenuity.
- Willingness to embrace diversity, and work force.

Optional: If you have any specific suggestions to improve the quality of City services, please write them in the space provided below.

- 16th street by 5th and 7th -needs traffic light at one of them.
- Add a traffic light at the intersection of 10th St SW & 31st Ave SW
- Admittedly, I feel very disheartened about the Minot community right now after watching the Human Relations Committee meetings and discussions. I am disheartened by the quality of local elected leaders and their ability to be well-versed and thoughtful on issues of building and developing our community both now and for the future. I am sick and tired of hearing people ask "How can we get people to move here?" while continuing to drive away young people young professionals through lackluster social policies, inaction on economic trends, and an unwillingness to imagine that we could do and be something better. I do love this community and I am proud to invest my time and energy toward improving it, but most of my answers were that I am satisfied. I know city staff is trying and community members are trying, but dang, there are a lot of barriers and some of them are imposed by community members and elected leaders. I generally think things are good until I travel to other communities and I see the services and quality of life they provide. Those are the moments that I am reminded of how much the Minot community is weighed down by poor elected leadership and a population that is resistant to change, best current practices, and public investment. End rant. Thanks for listening. And regarding Q40, I am happy to participate in a focus group if you need me to or want me to share my thoughts and feelings in a more public setting. But chances are you all hear from me enough already haha, so I am totally fine sitting this one out.
- All way stop signs at 31st Ave SW & 10th St SW. It is very dangerous during rush hour times and heavy shopping times. The all way stop signs would slow down traffic on 31st Ave SW. East/west traffic is often speeding and the corner is dangerous. The people who have garbage pickup on Mondays should get replacement days. Too many holidays affect Mondays. You guys have done great by starting the Wed. Pickup but don't do it for many of the Mondays. Not fair for south residents.
- A lot of vehicles driving around no tags current registration etc.
- An indoor dog park would be an amazing addition to the city.
- Be conscious of dollars spent.. taxes cannot continue to go up every year with an expectation of "sometimes we just have to spend the money" sometimes taking on a pause on building to lower tax burden and focus on what you already have is ok. Lower the taxes to invite more businesses and free up individual income will spur growth and improve quality of life. We tend to focus on spending more on recreation. Buildings.. parks, new city hall, new public works, new police station???,we have flood control is a priority, street maintenance, it isn't always about growing government. Set standards of each department and make them meet the customer service goals. The quality of the services of the city depend largely on the quality of the people employed. Do they arrive on time? Do they have a good work ethic? Are they problem solvers? If the work force in different departments need additional training .. identify where they are falling short of standards and fix those issues. If an employee is not meeting needs of department, let them go. Same goes for heads of departments. Every department head will follow the mantra if we don't grow we will die... If we don't spend all our budget we will get less next year. Change that culture. It's hard to be asked about improving quality of services when my taxes go up every year. There's always some rational.. some emergency, some excuse, some reason. One council person said, and I paraphrase, the people demand a certain level of services. When is enough is enough? Stick to the basics and focus on the quality you provide. Don't keep adding more and more... Then my

quality of life does not improve because of the cost I'm out putting. Last.. summary, be cost conscious. Find or train good employees with right work ethic. Oversee department ensuring there budgets match reality and hold them accountable for products and services they provide. The city council and mayor run the city not the department heads. They are employees. Get biggest bang as possible for taxes.. more taxes does not mean better services.. just more services at same level of quality. Quality employees . Hire right people for right job. Promote people on merit. Set standards and hold them accountable. This is a cultural dynamic. It starts from the top of the tree down. Each department will be resistant to any change or outside interference. It's been done a certain way for ever and that's the way they do things.

- Be more fiscally responsible
- Better Restaurants, not more fast food. Waterpark. Smarter road planning. STOP building.
- Better use of tax dollars for public recreation facilities and centers. and parks, pools, golf course, city owned sports complex. Traffic signals and timing. Better access to schools - pick up/drop off.
- Better wages for law enforcement to hire all of the current vacancies and even add more to better serve the safety of the community
- Big box stores build IN CITY LIMITS would bring more revenue to Minot. Voting down Sam's, Costco, and other big box stores is only hurting this city. Many surrounding communities could bring money to Minot if these stores existed! Something like this should be voted on by the public, not a decision to be made by City Counsel.
- City council should not listen to or give importance to far right radical agendas.
- City employees do a wonderful job in my experience. Elected City officials are still an issue, but that's not just a Minot problem. Popularity and Money win elections, not good ideas. Paid City staff have done an excellent job of making constant improvements to our City and make me feel safe and comfortable here.
- City should work on connecting sidewalks in neighborhoods. Help with beautification efforts in city public spaces.
- City staff should always be good stewards of tax payer resources, such as city staff should never leave city vehicles idle or parked for hours in street - waste of gas.
- Clean it up entrances east west north south. Remove the drunk drivers/open container of the Elderly. Over 65. Be more concerned about drunk driver driving below speed limit and not the young person going 2 MPH over. Intoxicated elderly are at an all time high driving the city streets all day hours.
- Concentrate on basic services and do them well and quit wasting time on woke garbage.
- Cost of living and housing is ridiculous; property tax is way too high; drugs and crime definitely getting worse; Street maintenance and snow removal - sanding/salting is poor.
- Cost of living is high. Taxes increasing rapidly. Senior citizens should no longer have to pay full rates to support schools. Property owners should not have to pay so much in taxes.
- Discontinue recycling. No market for the waste.
- Do better with tax dollars and student bussing
- Do not plow snow and ice into my driveway. Curbside pick up of large objects needed.
- Do not put bike paths on streets. More right turn lanes.
- Dogs in Downtown Minot. Dog owners not cleaning up after their pets. Every spot that has a tree or gravel of sorts is loaded with Dog poop. The alleys are just as bad. It includes block on each side of main street as well from Central to 3rd.
- Don't assume because you don't see it, it doesn't exist, i.e. diversity acceptance in Minot is low.
- Don't clean the streets the same day as garbage pick up. Don't put sand over the snow and then run the plows. One day a month, pick up bigger garbage items from the curb.

- Downtown and main street are not where I want more tax dollar spent, it is nice enough to allow the businesses there to make improvements.
- Emphasize more business on Minot's north side to reduce traffic. i.e. a Walmart on Minot's north half. Most Minot shoppers drive south in the morning.
- Enforce parking, yard and animal ordinances. Bike lanes, downtown refurbishing, and city parks are awesome! HR committee could have done cool/good things!??
- Enforce traffic laws - speeding, running red lights, parking wrong side of street. Poor water quality - too many chemicals.
- Everyone should pay recycle fee. If they do not recycle they are filling landfill - their fees put in fund for purchase of next landfill.
- Everything recreation in this city is done half backwards! Bike routes dangerous, nobody should use them! Walking areas do not connect so to walk a distance it is repeat or cross a very busy traffic area! Crime is huge, parks have drug dealings, hiking areas house homeless!
- Extend tax breaks for people updating older homes that they may have lived in all their lives, or those that intend to rent updated homes out low-income and/or disabled. STOP the City Assessor's office from overvaluing properties that they have not set foot in for 20 years. I personally lost my sister to cancer and was not able to correspond with the Assessor's office during their audit timeline. My mother fell ill after the loss of my sister, and I have had to cut my own work hours (thus income) by 40% to accommodate family needs. During time spent at Mayo with my sister, my escrow went up by 144%, with a 6%, and now another 5% added to the top of that. I have not received an hourly rate increase with my employment to accommodate for those cost of living adjustments...so I CUT my budget everywhere. I have not, and will not apply for government assistance. I have burned thru \$20k of my own savings. After almost 50 yrs. of residing in an affordable community, I am seriously considering moving out of the community I grew up it because very little of it is "affordable" anymore, and I will not wait it out to get forced into government-assistance and multi-family dwellings. Either put a percentage cap on amount of rent that can be charged to people of fixed income, or find a non-profit that is willing to assist these people. To keep throwing government assistance money at the problems we are only going to grow more mouths to feed.
- Feel unsafe, especially at nighttime. Scared to have kids outside. Streets are horrible for amount of money we pay.
- Figure out the skyrocketing tax issues.
- Fix the streets and sidewalks.
- Flood control and downtown revitalizations are clearly important issues that are receiving adequate attention. I believe commercial corridor beautification needs to be a larger focus. Our city is beautiful, but shows poorly to passersby. Start with easy, cheap fixes in busiest intersections and go from there.
- Focus once in a while on something/place other than downtown.
- Fund Drug rehab/secured facilities. The continuous release of tweakers from jail/facilities keeps the fridge full for the DEADLY drugs to flow into our community and our small surrounding communities. The poor police and drug task force are almost completely useless thanks to the court system/lack of facilities. North Dakotan's used to pride themselves on their intelligence and knowledge of the world. Now finding anyone of an above average intelligence level in Minot is like finding a diamond in poop. People here live with their heads stuck in the ground (on their phones on tic tok or something else contributing to their increased stupidity.) Maybe you all will wake up before it too late, but I think we are already there. P.s. In 1997 when I lived in the Minneapolis metro, you didn't sit at a light. Like Bismarck talks about on their website, back in

1997 they were using the technology to sense traffic. Not sure why we have lights set on timers like we are in the 1980's before computers/cameras/technology replaced timers. What are the cameras/sensors on all the lights? Did we spend a bunch of money on them for us to keep things like they were 30+ years ago?

- Garbage was the most dependable when it was done manually. Add sidewalks. Snow removal.
- Get better shopping especially Sam's or Costco. Our population size deserves this. Huge monopoly with one store w/4 branches.
- Get left turn lights. Why do they just blink yellow? Have you used 16th St or Broadway?
- Get on snow and ice removal faster. The lack of cleaning and sanding cost me \$10,000 in damage when I was hit and their insurance wouldn't cover it. Train your police and hire people that care about the town.
- Get rid of 16th St bike path - as it's used little and causing traffic problems.
- Get rid of head of inspection dept. He does not know his job, very biased and takes days for a response.
- Get the spending in this city under control. Taxes have doubled in just a few years. It is ridiculous! Traffic flow continues to get worse and the city seems to think the solution is to reduce the speed limit and install bike lanes. Has no one in city government driven in large cities that know how to keep traffic flowing??? Government is responsible for police protection, fire protection, streets, water/sewer, etc. - this council spends far too much time worrying about the feelings of select groups and trying to offer services that should be addressed by private entities rather than using tax dollars on causes that related to only a few residents. Just because someone yells the loudest does not mean that our tax dollars should be directed to them.
- Give out more information out to the public on what the city council is voting /passing on involving public matters.
- Give the old trinity building to project bee
- Has anyone seen Williston Recreation Center? Minot is bigger and should have something similar if not better. It's all about the kids and family. Discovery Center is nice for small kids - need something for big kids.
- Have the garbage trucks close the side they are not using when they pick up trash. I see them first hand with both sides open on windy days and trash blows all over. Also remind thee public to bag trash and not recycling.
- High taxes, property taxes, finances. Property taxes are out of control.
- How about putting the garbage and recycle bins back on the spot it took it from, if this is an automated service, can't the arm of the truck pick it up and put it back down on the same spot, why is it out in the alley on most pickup days
- I am specifically worried about my family and friends. Honestly the police feel like the safest people for them here and that's great but city leaders seem very uneducated in this matter and my child is going out of state for college because they feels safer somewhere else ND is not all safe for trans kids. I feel there needs to be education for leaders and community. Let me also add that during the change of pace performance at the city council meeting one of the leaders complained under their breath about them performing another song and of these kids heard it.
- I am tired of hearing about diversity and getting facilities other major cities have. We are already taxed too much. I don't want to be penalized or criticized for being white. I treat everyone the same.
- I am very concerned about addressing the tolerance of diversity in our city. It is an issue that will cause me to consider staying or moving away. I am very willing to pay taxes for the very good services I receive...police, fire, library, etc., but I am going to retire in a short while so I may not

be able to pay them if they continue to rise at the current rate. We flooded and are still paying off those bills, along with high rate flood insurance. I think the flood protection efforts are quite enough...I have been through the '69, '76 and 2011 floods and understand the different causes of flooding of those events. (And we thank everyone for all the help in recovery from it!)

- I appreciate this survey and being offered the chance to share my opinions. Thank you for taking the time to create it and good luck using the results in a productive manner. I am disappointed that it is no longer an option for anyone to opt out of the curbside recycling program. I am proud of how our Mayor leads the City Council meetings. I hope that our City employees in charge of approving the fund disbursements take responsibility for helping sort out the Project Bee mess. Lastly, I hope that our City leaders always keep the Minot Public School district as a top priority so that it has the resources to serve our children. It is so disappointing and embarrassing to see that the #1 cause of attendance issues is lack of transportation, yet our City buses will not allow our children to catch free rides on the buses that are running their routes regardless of passenger count.
- I believe more resources should go to enforcing residential building code, cleaning up unsightly houses, and towards the parks department and keeping our green spaces clean.
- I don't know how to contact local police station for dispatch
- I feel it is hazardous for the school children to cross on 16 Ave SE and Hiawatha as there is not a cross walk there and NO sidewalks on Hiawatha for many blocks leading to 16th Ave to get them to Our Redeemer's Christian School and Washington Elementary School. It would be nice to have a cross walk there. Thank you kindly!
- I have 2 complaints about living in Minot. First is the insane property tax increases of the last 2 years!!!! It is my understanding that the city did not listen or take into account the residents concerns over the latest property tax increase. That made me very sad to hear. If these property tax hikes continue, we will be forced to sell and move out of state. There was no reason to spend so much \$\$ on the new high school. My second complaint is the seeming lack of concern over the roads in and around Minot during the winter. I lived in the country of Ukraine for 5 years, and I thought their roads were bad - Minot is terrible and so unsafe! I grew up in New England, so I am very used to driving in snow and ice, but this out here is ridiculous.
- I have emailed the City of Minot contact email, the Mayors email and the Public works director many times and have never received a response from any. During the previous Mayor's term I always received a response within 24 hours from these emails. PLEASE RESPOND TO OUR emails!!!!!!!!!!!!!! We deserve to be answered.
- I have sent a couple emails to one of the city depts to ask a question about roads and traffic lights and no one ever responds.
- I know it is hard to do, but after a large snow storm.... it would be nice if the plows would not lift the hatch right in front of the mail boxes. I am very attentive to cleaning out my area and making it available for post office; however, when plows go through and drop a load directly where I had just cleaned it's not necessary. Some of us don't have access to a large tractor to clear it. I am lucky to have a snow blower, but after they drop a large dump in front it is too full of hard ice to clean it out - then the spiral of postal services and no mail start happening.
- I know the recycling program is a feel good program, but the amount of money spent on recycling is outrageous, instead of picking up at your door, it would be cheaper to have an area where people could drop off, let the people who what to recycle, do it but I shouldn't have to pay for their feel good program
- I think the City of Minot does a very good job at providing services. I do believe we as a city need to attempt to curb expenses to keep our property taxes affordable, especially for the elderly.

Educating about the Homestead Credit has been helpful to many in this category as I didn't realize that option was available until listening to a City Council meeting online (not an option for me but for a family member). Maybe including information about the Homestead Credit on some media could be helpful to inform. I also believe our City Employees can be proud of the job they do. I don't think I have ever had a bad experience with an employee. Thank you to all!! Remember, you will never be able to please everyone nor meet the needs of absolutely everyone but you need to do your best to keep our city a safe, inviting and exciting place to live! In Minot, there is never a shortage of things to do or places to go, not matter your age!

- I would like a turn added on 4th St SW and 37th Ave SW. Also, at 22nd Ave SW and 16th St SW. A Costco would be nice too.
- I would like to see more residential lighting. I fear not enough light.
- Immediate focus on small problems will change perception.
- Improve streets.
- In my opinion the city needs to be more consistent in what codes and rules they like to follow. As a commercial developer it's difficult to work with the City of Minot - they go from no infrastructure to over infrastructure making costly and unrealistic demands for businesses. We employ over 100 people within our businesses in Minot and I can attest that there is BARE BONES public transportation for employees who do not have transportation. Minimum hours and routes that don't stretch far enough leaving many locations unserved. Do we have bus stop shelters? Is there some equation on how many we should have based on population? Businesses can not survive without employees being able to get to work - it's a negative loop making it harder for the overall local economy.
- Insofar as your influence permits, promote education and the arts. Always be aware of the significance of these in your decision making. It can make a huge difference.
- Influx of drugs and of course drug dealers
- Just to continually strive to improve.
- Keep an eye on the river and don't let it flood again.
- Lack of efficient traffic flow is a major issue.
- Less is more — 1 well qualified person is better than 5 idiots; the ongoing “good ol boys club” is very tiresome; better efficiency with the funds you have will accomplish far more than taxing the crap out of us; in general - you suck at this
- Less red tape more economic development ! City of minot is the only major city in ND that is not growing. It's sad.
- Let retail business have their say and listen to their reasons for coming here.
- Listen to the citizens. Do better with managing the budget. Absolutely do better and reduce property taxes-this is a major fail on the city's record.
- Listen to the people in the community on different things.
- Love to see parking 3 days a week on one side of road and ND other days on other side. A lot of residential streets can only get one car down when people park on both sides. Especially in winter.
- Lower our taxes
- lower property tax. Quit spending and keep making our taxes higher. No more spending for special interest groups. Dissolve the magic fund and use money to lower taxes. Minot is a good old boy town and it needs to stop. People can not afford to live in their houses any more because of the real estate tax
- Lower property taxes
- Lower property taxes

- Lower property taxes and increase ingenuity and creativity in finding solutions and resources to “better” the city. Find uses for infrastructure already in place and fix what is broken.
- Lower taxes
- Lower taxes so us seniors can afford to stay in our homes. Quit spending money on things only a few people want. Quit giving the city manager and the next 8 people under him \$50000. raises.
- Lower taxes; council needs to listen to the people instead of giving mere lip service.
- Mainly snow removal. It had been so good, but this year it has declined drastically.
- Make City spaces more accessible to persons with disabilities and ADA compliant.
- Make roads two lane again. Lots of people are late for work each morning. Traffic flow is important. Another lane is common sense.
- Meet with all the non-profit organizations, allow them to present their programs, explaining what they do to help the Community of Minot, and how many they have served. See in what positive ways the city and non-profits can work together and involving the community. Which ones do fundraising and 100% of the money stays here in Minot and surrounding communities to help the people who it is suppose to go toward or where the money goes if not here for those who need it the most. Open communication is important.
- Minot needs to work on diversity, equity and inclusion. We are disgusted that you have not approved the Human Relations committee as propose. Also, I hate that we only have one option for healthcare (Trinity lacks quality and it is too expensive). We will likely move in the next 3-5 years due to these issues. Our taxes keep increasing, but the city feels less safe. There have been two shootings in our neighborhood in the last three months. So, my suggestions are to form a DE&I Committee with non-racist and non-homophobic residents, work to improve safety, and recruit new healthcare providers (if possible).
- Minot should focus on the tax payer needs like roads, garbage, snow removal, water. Spend too much money and time on social issues, cheap housing, funding poor people, too much tax give backs to businesses, too much money spent on parks and special interest groups. Zoo should be closed.
- Monday garbage pickup all the Monday we miss because of holidays.
- More efficient use of tax money - too many lawsuits; paying out of town, expensive private attorneys; be more open to new ideas/changes like more/bigger metropolitan cities.
- More flowing bike and walking paths that connect. Parking by new bike, walking paths in green space areas.
- More pedestrian crosswalks, bike/walk paths. Minot is not pedestrian/bike friendly. More diversity awareness. Human relations committee is a good start.
- More public awareness of pedestrian walking. More information on diversity in the city. Better street cleaning and pothole maintenance.
- More single and family services and outlets, especially in the winter (city activity centers). More diverse entertainment. Community engagement.
- Much improvement needed in senior services. They should be in a less congested area.
- My answers were not always reflecting of what I meant. Such as questions pertaining to downtown and appearances. I am satisfied but not because of the money given or put into them by tax payers' money.
- Need an architect on staff to work on building codes. Need fulltime employee to work downtown to clean and do maintenance. Need to train city officials on customer service and on how to work with citizens.
- Need less chicken places need less Asian places pizza places to eat. Need more American food places to eat. Repair the city streets, sidewalks to make them safe

- Need more sand on streets after a snow storm.
- need to address and resolve the issue of the damn turkeys in city limits
- New street lights give off very little light on the ground. More problems with city water sewer systems
- No more roundabouts. Fix the streets instead. Also some consistency to the turn signals would help
- Our property taxes are very high, and they are increasing. However, I do not believe the quality of road maintenance or snow removal matches what we pay. Earlier and better snow removal would be ideal so that everyone can get to work or school safely.
- Our sales taxes are too high! Along with our real estate taxes!!!
- Our trash output has plummeted now that we are following recycling guidelines. Households are tracked on which ones recycle and which ones don't. Would like an innovative and responsive municipal government that lowers cost of trash pickup and make for more frequent recycling pickup that matches consumption.
- Overall I like where I live. Minot is home to me and always will be. There is always room for improvement.
- Overall they do a good job. There are too many rentals that are not kept up. The yards are full of trash; there is a lot of drug activity in these places, which brings down the whole neighborhood.
- Overall, I feel the services provided are very good. Strengthen policing with whatever it takes. Traffic lights can be a pain - improve if possible. Minot is an awesome community to reside and live. If you could somehow remove the politics - nothing is terribly wrong, but at the end of the day, it's all political. Keep moving forward. Downtown Minot is alive and vibrant these day. Keep it going! Make the loss of the Trinity presence be a new beginning.
- Pick up garbage on recycling days!!!! It upsets me to pay for trash to hardly get it picked up due to recycling. Bismarck does recycling too but still gets trash picked up. I think that would be a better use of my money .
- Please consider requiring trees to be planted on boulevards of new commercial and residential areas. Connecting existing sidewalks instead of sidewalks that just end in a random yard. Pedestrian way along 3rd street NE leading to the airport.
- Please have snow plows not plow into personal driveways and plow side streets. I had to shovel after the blizzard last year.
- Please see my comments in the previous boxes. The city missed an opportunity to create a human relations committee. It should consider a mechanism to receive feedback from a broader segment of the city than just the white, Christian, conservative regulars.
- Police do a great job, but we need more of them. We need to pay more for them!
- Proper use of taxes. Public a d safety sales tax.
- Property taxes are raising too much, lack of rent control for properties and mobile home lots.
- property taxes need to be lowered, for someone that pays about \$6k a year on taxes - our road in front of the house surely don't get cleaned or fixed.
- Provide a yearly brochure with list of services that the city provides. Some still like things in print.
- PROVIDE BASIC SERVICES STOP WITH ALL THE TAX BREAKS AND ECONOMIC DEVELOPMENT! THATS NOT THE ROLE OF THE CITY!!!!
- Public greenhouse
- Public recycling drop-off. I moved here from Long Island, NY and could share some insight on things my town did to increase vitality - traffic in downtown areas.
- Publish and distribute schedules for garbage pickup and recycling services. Something to keep for reference for hazardous waste disposal.

- Put plows/blades on the front of your sand trucks to help clear the city faster after/during a snow storm.
- Quality of water and taste can be improved. I lived in Auburn WA, a slightly larger city, very fresh water, minimal contaminants, and NO FLORIDATION. Minot residents have to tote bottled water all over. Wasting money and creating trash for the land fill .
- Quite with all the extra advisors
- Recognition of Igbtqia individuals to include flag
- Reduce taxes by using a zero based budget process.
- Repair street pot holes
- Road repair seems disorganized...there is snow abundance of diverted traffic or closed lanes whole zero work is being done for many weeks. How about only closing or diverting traffic only when actual work/repair is being done?,
- Safety at some intersections on the side of town that I live on and travel daily: 31st Ave SW and 10th St SW intersection - an all way stop would be so nice at this intersection, lots of speeding on 31st Ave. and the always stop would slow the traffic down, the intersection is very busy at specific times of the day, there have been too many accidents and almost accidents at this intersection. The intersection on 16th St SW and 20th Ave SW needs turn signals added to the stop light. Do snow removal before we hit 4". It would be so much easier. We have grown as a city and we need more equipment. The tax base has gone up so there should be tax money to help fund this.
- School taxes are more of a county issue but I do think property taxes are too high. Ally maintenance may be needed. And street lighting. However I have friends who have gotten new light but the assessments are very high.
- should try to run more efficiently, this town is crazy expensive to live in
- Shut down the obviously known to everyone motels, that are horrible for crime and drug use!! Remember that a democracy is majority based best interest for the community. No more property tax increases!
- Sidewalks on 3rd street are extremely hazardous - steps crumbling and few people remove snow. It's like the city doesn't care about people who walk to get around rather than drive - cars don't even know how to watch for pedestrians!! People run stop signs downtown all the time, making it a dangerous place to walk.
- Snow removal and road maintenance are very important. We have made strides in providing entertainment options, etc., but need to continue to enhance winter options. In general, I believe our elected officials are working with the best interest of Minot, and I know things are expensive, but we have to be so careful with tax payer money because many peoples standard of living is slipping. Thank yo for all you do.
- Snow removal before 4" - more equipment, employees - with all the new development the tax base has gone - it should be spent on services required by residents. 31st St SW and 10th St SW needs either a stop light or an all way stop to slow down the speed on 31st Ave. very dangerous intersection. If bike paths are going to be developed better planning needs to take place. 16th St SW needs more than 1 lane of traffic each way.
- Some of my dissatisfaction with Minot City government comes from trying to do too much rather than too little. My dissatisfaction with city appearance and cleanliness comes from private property owners in the downtown and city access points. Attempting to force them to do better would be infringing on property rights. They could be {asked} to do better! I ask and demand very little from government and I prefer that the persons elected to represent me demand little from me as well. Keep the water and waste flowing, give me descent streets to drive on, and send help if I need it. The rest are just extra and don't need to be a priority!

- Spend more on cleaning snow off streets, less on downtown.
- Start listening to tax payers
- start making fire and PD more efficient - wasting time and resources driving fire trucks to store - they spend more time at marketplace than they do at fires
- Start sanding and plowing as soon as snow starts. Snow gets packed down into ice then has to be scraped off streets.
- Stop dwelling on downtown with all our tax money.
- Stop spending money downtown. Enough already.
- STOP SPENDING MONEY!! The taxes are HIGH enough.
- Stop the building; lower the taxes and fees, etc. If we were allowed to vote, there would be no new city hall. Now it's remodeling the police dept.
- Stop trying to grow so much. We loved our safe small town.
- Stop wasting tax dollars on recycling and robbing 1 trash pickup day, or even more when trash is not picked up for the holiday. At least charge less if people do not PAY FOR THE RECYCLE PROGRAM
- STOP wasting money on stupid things such as the way finding signs etc. There is maps on a phone for people to look up stuff and those signs will be a waste of money. Stop paying the city manager and assistant manager so much. Blowing our taxes like that is absolutely ridiculous! Flood control, that is an absolute joke! the 2011 Flood was man made because they wanted the lakes to be at top capacity causing the flood to happen. Money from the government was wasted on stupid walking paths etc. when people completely lost their house and the city did nothing to help out the citizens. Greed is what Minot is about!!
- Stop with the brutal tax increases, we are actively looking to leave. Stop with stupid road changes, stop spending tax dollars on things not needed, like another roundabout...
- Street maintenance
- Street parking - enforce the ordinances for parking on the right side of the street. Length of time parking on the street. Parking motor homes or campers on the street or city Blvd and living in them all summer. Parking trailers on street without being hooked to towing vehicle.
- Street sweeping operations are done well for the central lanes of the streets. Where they fall short is the curd side lane and bike lanes. Bicycle lanes on 16th st west by the Arrowhead mall (and other areas) were left covered in snow melt off sand, gravel and rocks all summer long. This is a hazard for bikes and other vehicles to slide out from under the operators and fall into traffic. this may be the reason I have never seen them being utilized. Also, most residential streets were sandy in the lanes where bicycles and the like, travel. Please clean the entire street in the spring.
- Take drastic measures to reduce property taxes!
- Taxes are way too high. When we retire we will leave Minot. When you move snow switch sides of the road so the same side doesn't always set the direction of the blade.
- Taxes for property are too high. Should be only 1% of free for retired people
- Taxes keep on going up. We get small increases in Social Security but the increases are eaten up by Medicare and medical premium increases. Public works water, sewage, landfill and trash collection specials are constantly increasing. It seems like retired people can't even break even. Our city costs keep on increasing and our income doesn't. It would be great if seniors could get a discount on their taxes. Other states and communities provide discounts. As a long time citizen I think I have willingly paid my fair share. It would be great to catch a break.
- Term limits for city council
- The city buses should have to follow the same speed limit laws as regular citizens

- The city leaders seem to listen to outside engineers & planners more than they listen to the citizens. Case in point reducing parking on Main Street by adding bump outs and at same time building 2 three level parking garages on existing parking lots, building two at same time not seeing if one will suffice or not and these are built one block from each other. Would it have been more expensive to build one parking garage with 5-6 levels or build multiple?? And the parking garages where to have retail space and apartments above them, WHY DOES THE CITY FEEL THE NEED TO GET INTO THE PROPERTY MANAGEMENT/RENTAL BUSINESS???
- The city manager has little to no interest in listening and considering any voice other than his own. The city has public safety entities that are underfunded to the detriment of the public due to lack of training and equipment needs. Low income housing is the number one cause of the lack of employment in a community. If we decide to provide low income housing based on the lack of people willing to work, we will be forced into the continuation of locally owned businesses closing and the housing market crashing.
- The city of Minot website is a bit cumbersome. Sometimes search results return out of date answers.
- The city spends a lot of money and needs to quit spending and raising service fees
- The water utility portal is hard to navigate.
- The yearly increase in property tax is suffocating and prices of leasing is not comparable to the quality you get, especially in the newer cheaper built houses.
- There needs to be a traffic signal light on 10th St and 31st Ave.
- This city needs to hold the line on trees. Our city government has grown significantly in the last decade. There is no need for an Asst. City Manager for a city our size. do not keep adding personnel each budget.
- This council needs more active input from the community. Not the frequent flyers and local boobs that complain about the change. The city needs a youth advisory board, a board of persons with disabilities and mental challenges, and an advisory board for persons of color. Your human relations board was an absolute farce and no one would take that body seriously with the exception of Alderwoman Olson and Miranda Schuler.
- Timely notification of trash schedule changes. Not just on Facebook the PDF schedule sent out annually should be accurate. Timely snow removal overall. Increased funding to police as crime is rising. Lower taxes.
- Traffic hasn't been the same since the city expanded Broadway nearly 20 years ago. The poor flow, and ill timed lights force traffic to find optional routes congesting and putting residents at risk with speeding on tertiary streets. Time to finish the southeast and southwest bypass IAW the 2035 project as well as some additional overpasses on the now expanded but still 55 mph West Bypass.
- Traffic is out of control, city employee benefits are terrible. Do better with your employees.
- Trash pick up not enough after recycling
- Try and keep Minot safe. I feel safe here.
- Two improvement to city services would be a shuttle between Minot and Minot AFB. In addition, a park and ride parking lot on the north side of Minot for those wishing to commute together. Many live in town, but work on base. New service members and their families can be timid about driving in the winter, some service members don't own a car or only own one vehicle leaving the husband or wife stranded at the house while the other one uses the vehicle. I believe having a shuttle could improve the quality of life for service members and their families, as well as, civilians working on the base. It could help to fill job positions in town by utilizing those on base. Having a shuttle and share riding parking lot could help the environment with fewer cars on the road, keep

the highways repairs down, promote safety by having riders share rides in the winter months, and cut down on the number of vehicles in the morning and afternoon headed to base and leaving base.

- We could use some people to fill some jobs and positions available. Some migrants would be nice to fill the gaps. Immigration needs 2 issue work permits and send them to Minot. Fargo has been getting immigrants and working nicely for them.
- We need more things for our young adults to do like a safe place with old school arcade games, snacks, and study buddies who can assist with our studies.
- We need to tax income progressively somehow. Sales tax is a poor, disproportionate method. Property tax is also disproportionate. We must do more for diversity and new citizens.
- We really need to up our game on snow removal. This is North Dakota; we should be absolutely pro at this. Instead we get half-plowed streets and icy 'snow routes' winter after winter. Frankly, it's embarrassing.
- Weeds in rose hill cemetery needs lots of improvement
- When I am in Arizona, everyone puts their trash cans on one side of the street. Therefore eliminating the problem of going down each street twice. Makes sense to me and saves cents!
- When it starts snowing, that's when plows should be out. Not when it freezes and you ignore the ice problem.
- When the council denied Sam's Club a permit that sent a message to other businesses looking to locate in Minot. Need to actively seek industrial and commercial business to grow. We are stagnant
- Why did our city engineer tell Costco they had to install all the infrastructure, water, sewer, etc., plus put in the streets if they wanted to come to Minot. Look at Bismarck - they built it and business' come.
- Why so few questions about water quality?
- Work on the drug problem and shut down the hotels that house drug dealers.
- Workers need to get out of there vehicles and pickup the junk and pull the weeds out of the medians .. especially on 16th st...to have weeds that tall is laughable
- Would be great to see ALL city services (renewals of liquor/supper licenses, payment of bills, request for a meeting, request for an inspection, request for a library card) to be something that can be solely online (fillable pdfs, etc.). We are in 2023, no one should be filling out any forms by hand, or having to turn them in a hard copy form. Let's be innovative! Let's not be stuck doing things the way they have always been done.
- You seem to continue to work on building low income or homeless shelters. Remember that is what you will bring into the community. Also who builds low income and homeless shelters on a main traffic area, is this what you want people to see when they're visiting or entering our city. The city doesn't look nice compared to Bismarck or other larger cities in ND.
- Your police force is garbage. I do not feel safe calling the cops in this town.