



"Consent" or "Regular" Agenda
Item?
[Regular]

To: West Fargo City Commission

From: Dan Hanson, City Engineer

Date: July 10, 2023

Subject: Sandhills 6th Addition

Action: Create Improvement District No. 1345, Approve Engineers Report, Direct Engineer to prepare both a Task Order for "Basic Services" along with Plans and Specifications; and Approve Resolution of Necessity.

Commission President

Bernie Dardis

Primary Portfolio:

Administration/Finance

Secondary Portfolio:

Street, Water and Sewer

Commission

Vice President

Brad Olson

Primary Portfolio:

Street, Water and Sewer

Secondary Portfolio:

Administration/Finance

Commissioner

Roben Anderson

Primary Portfolio:

Planning, Zoning and
Engineering

Secondary Portfolio:

Sanitation

Commissioner

Mark Simmons

Primary Portfolio:

Police and Fire

Secondary Portfolio:

Planning, Zoning and
Engineering

Commissioner

Mandy George

Primary Portfolio:

Sanitation

Secondary Portfolio:

Police and Fire

City Administrator

Vacant

Assistant City Administrator

Dustin T. Scott

New Information and Recommendation:

In May the Commission accepted petitions for development from two separate developers and authorized preliminary engineering to begin. This has resulted in the attached engineer's report for the development of the Sandhills 6th Addition.

This project will create the infrastructure to service the proposed area with roadways and utilities to support the development. By constructing the proposed improvements, there are two properties that are receiving benefit that are not owned by the developers. Due to this, even though it is not required, we are recommending approving a Resolution of Necessity to give those two property owners the ability to have a public hearing and protest if they feel it necessary.

The following documents are attached for review/consideration:

- Engineer's Report
- Project Improvements Exhibit
- Improvement District Map
- Benefit Methodology Map
- Associated Resolutions

Staff Recommendation: Create Improvement District No. 1345, Approve Engineer's Report; Direct Engineer to prepare both a Task Order for "Basic Services" along with Plans and Specifications; and Approve Resolution of Necessity.

Financial Analysis:

All costs associated with this project are intended to be specially assessed to the benefitting properties.

Previously Presented Information and Commission Actions:

May 1, 2023 –

- Staff Recommendation: Accept Petitions for Improvements and Preliminary Work Agreements from both developers; and Authorize preliminary engineering.
- Commission Action: Commissioner Simmons moved and Commissioner Olson seconded to approve. No opposition, motion carried.

Engineer's Report

(Pursuant to N.D.C.C. 40-22-10)

Improvement District No. 1345

New Water Supply, Sewerage, Street Systems and Incidentals

Sandhills 6th Addition

General Nature (Scope)

This project will support the development of land located west of 26th St NW between 4th Avenue N and Interstate I-94 that is currently being platted as Sandhills 6th Addition, Sandhills 7th Addition as well as two adjacent parcels. Work will include New Water Supply, Sewerage, Street Systems and Incidentals located within the proposed Sandhills 6th Addition subdivision.

A Feasibility Study has been completed to show the infrastructure improvements for the development to be installed. Attached from that report are maps showing the proposed project location, Improvement District and utilities to be constructed.

Purpose

The developers, Ocho Indy, LLC and Ryan Restad, have expressed that they have companies interested in building in the proposed development and this project along with the proposed platting of the two Additions will provide additional commercial properties for development. This project will provide city services to 47.47 acres of properties within the Sandhills 6th Addition plat and the 2.71 acres of property within the Sandhills 7th Addition plat to include water and sewer mains, storm sewer and streets to be installed to West Fargo Standards and Specifications.

Additionally there are two properties adjacent to these plats and this project that will benefit from the proposed improvements as it will provide new streets and utilities to service their properties.

Feasibility

Existing infrastructure in the area is currently established to allow connections and extending of utilities to service the project area as shown in the Feasibility Study. The project is consistent with the City of West Fargo Comprehensive Plan. The project is constructible and funding would be accomplished via the special assessment process.

Estimate of Probable Cost

Construction		\$ 4,621,850
Contingency (~15%)	\$ 693,150	
Construction Total		\$ 5,315,000
Consultant (Design/Construction, Study & Report, Additional Services, Permitting)		\$775,000
Land Acquisition		\$ 750,000
Legal & Administration (~5%)		\$ 265,500
Bonding/Interest (~4%)		\$ 254,500
Total Estimated Cost		\$ 7,360,000

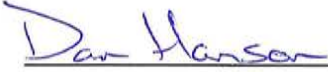
Source of Funds

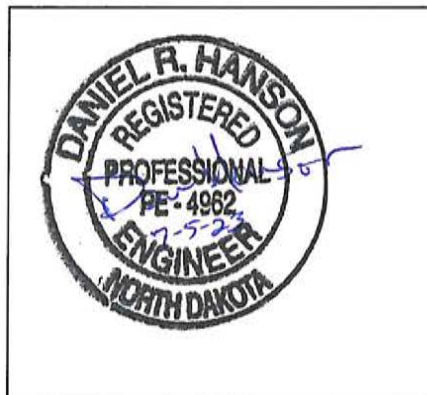
Special Assessments	\$ 7,360,000
City Funds	\$ 0
Total	\$ 7,360,000

Supporting Documents (available upon request)

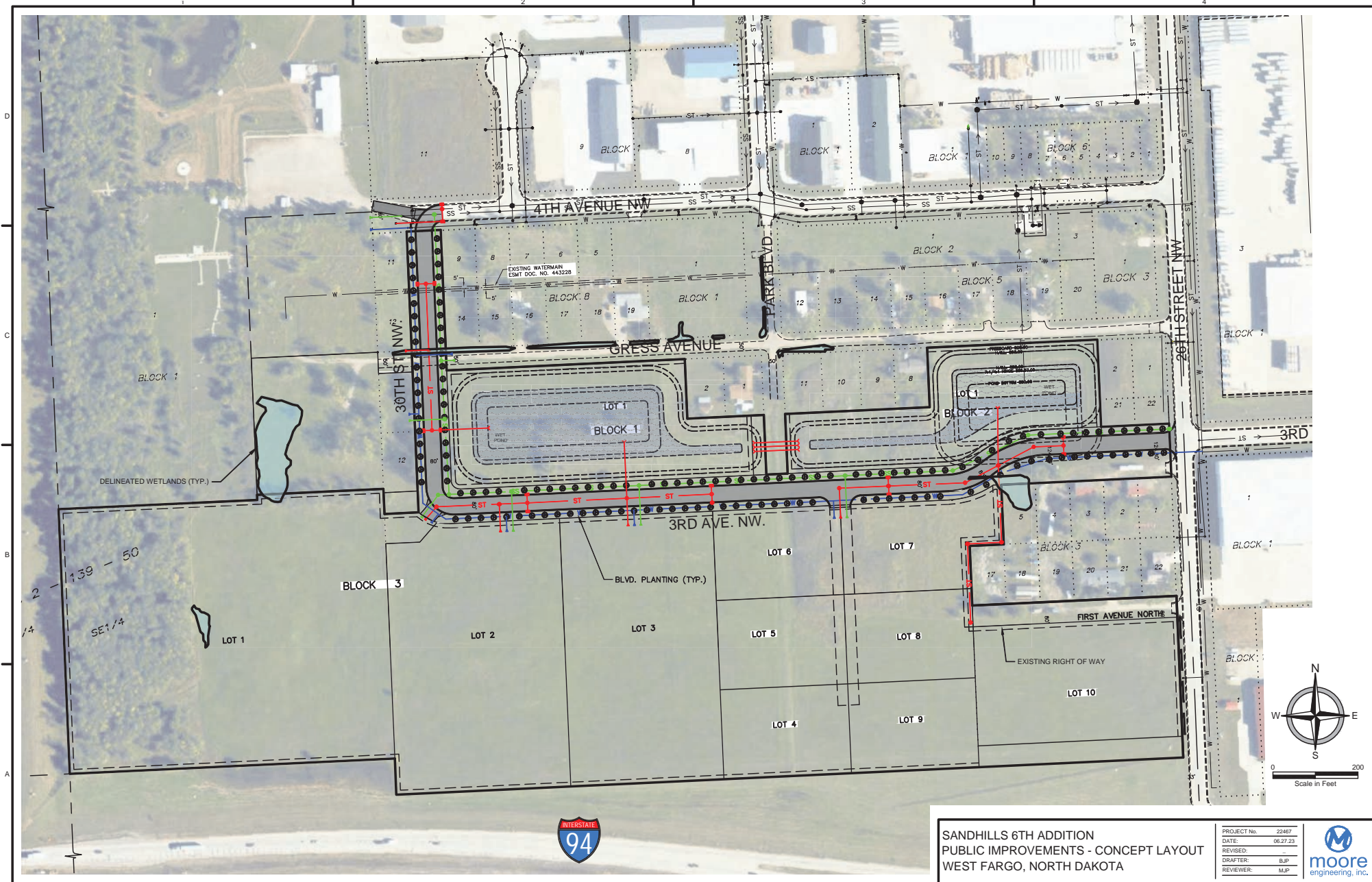
- A. Consultant's Feasibility Study
 - a. Itemized Estimate of Probable Cost
 - b. Maps, Drawings, Etc.
 - c. Petitions for Improvements
 - d. Preliminary Plats of Sandhills 6th and 7th Additions
 - e. Preliminary Special Assessment Allocations

The proposed improvements are cost effective and will adhere to city policies as well as applicable state and/or federal regulations.


Daniel R. Hanson, P.E.
ND Registration No. 4962



FILE LOCATION: R:\Projects\2020\2020-4002-467\CVL\PRESENTATION\2020-467-Prelim-Sandhills_20221118.dwg





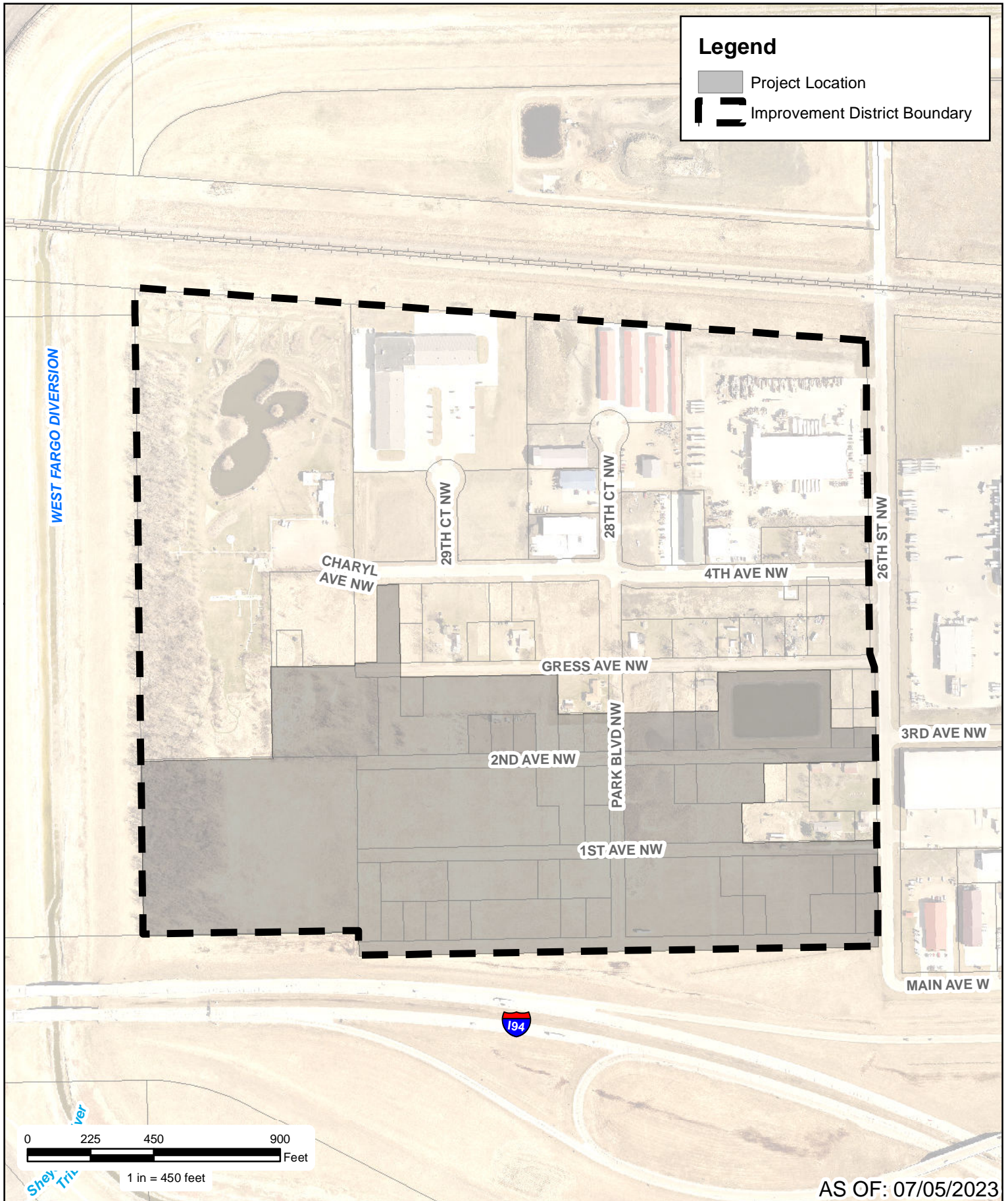
SANDHILLS 6TH ADDITION
PUBLIC IMPROVEMENTS - CONCEPT LAYOUT
WEST FARGO, NORTH DAKOTA

PROJECT No.	22467
DATE	06.27.23
REVISED	
DRAFTER	BJP
REVIEWER	MJP



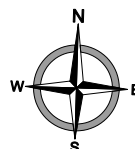
Legend

-  Project Location
-  Improvement District Boundary



IMPROVEMENT DISTRICT MAP
WATER, SEWER, STORM & STREET IMPROVEMENT DISTRICT NO. 1345
SANDHILLS 6TH ADDITION
WEST FARGO, NORTH DAKOTA

Created By: TJS Date Created: 06/12/23 Date Saved: 07/05/23 Date Plotted: NEVER Date Exported: 07/05/23
 Plotted By: Tanner Schmidt Parcel Date: N/A Aerial Image: 2020 FM Metro Elevation Data: Lidar
 Horizontal Datum: NAD 1983 StatePlane North Dakota South FIPS 3302 Feet Vertical Datum: NAVD1988
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moore
 engineering, inc.

BENEFIT METHODOLOGY MAP

IMPROVEMENT STATUS: ENGINEER'S REPORT
DATE: 06/27/2023

WEST FARGO DIVERSION

8TH AVE NW

29TH CT NW

28TH CT NW

4TH AVE NW

26TH ST NW

GRESS AVE NW

3RD AVE NW

2ND AVE NW

PARK BLVD NW

1ST AVE NW

MAIN AVE W



Legend

- Project Location
- Improvement District boundary
- Benefiting Areas**
 - Local Benefit
 - No Assessments

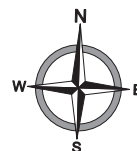
DRAFT

0 250 500 1,000
Feet

1 in = 500 feet

BENEFIT METHODOLOGY MAP
WATER, SEWER, STORM & STREET IMPROVEMENT DISTRICT NO. 1345
SANDHILLS 6TH ADDITION
WEST FARGO, NORTH DAKOTA

Created By: TJS Date Created: 05/25/23 Date Saved: 06/27/23 Date Plotted: NEVER Date Exported: 06/27/23
Plotted By: Tanner.Schmidt Parcel Date: 02/15/22 Aerial Image: 2020 FM Metro Elevation Data: Lidar
Horizontal Datum: NAD 1983 StatePlane North Dakota South FIPS 3302 Feet Vertical Datum: NAVD1988
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Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION CREATING IMPROVEMENT DISTRICT NO. 1345 – NEW WATER
SUPPLY, SEWERAGE, STREET SYSTEMS; AND INCIDENTALS OF THE CITY OF
WEST FARGO, NORTH DAKOTA

WHEREAS, Daniel Hanson, a Registered Professional Engineer, is the Engineer for the City of West Fargo, and the Board of City Commissioners has consulted with him relating to the establishment, size and form and other matters with regard to Improvement District No. 1345 - New Water Supply, Sewerage, Street Systems; and Incidentals of the City of West Fargo; and

WHEREAS, it is deemed necessary to establish such an Improvement District within the City of West Fargo;

NOW THEREFORE, be it resolved as follows:

That there is hereby created Improvement District No. 1345– New Water Supply, Sewerage, Street Systems; and Incidentals of the City of West Fargo, North Dakota, the boundaries of which shall be as shown on the attached map.

Dated: July 10, 2023

APPROVED:

President of Board of City Commissioners

ATTEST:

Deputy City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. On roll call vote the following commissioners voted aye: _____
_____. The following commissioners voted nay: _____. The following commissioners were absent and not voting: _____.

The majority having voted aye, the motion carried and the resolution was duly adopted.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER TO PREPARE REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of water main, sanitary sewer, storm sewer, streets, lot services, and other essential infrastructure necessary to service the properties in connection with the above specified improvements, be constructed and made in Project No. 1345 – New Water Supply, Sewerage, Street Systems; and Incidentals of the City of West Fargo, the City hereby directs Daniel Hanson, the Engineer for the City of West Fargo and being a competent engineer, to prepare a report as to the general nature, purpose and feasibility of the proposed project and an estimate of the probable cost of the work.

Dated: July 10, 2023

APPROVED:

President of Board of City Commissioners

ATTEST:

Deputy City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. On roll call vote the following commissioners voted aye: _____
_____. The following commissioners voted nay: _____. The following commissioners were absent and not voting: _____.
The majority having voted aye, the motion carried and the resolution was duly adopted.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING ENGINEER'S REPORT

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota, that the report of the Engineer for the City of West Fargo as to the general nature, purpose and feasibility along with an estimate of the probable cost of the work has been filed with this Board and that the same is hereby approved for Improvement District 1345 – New Water Supply, Sewerage, Street Systems, and Incidentals.

Dated: July 10, 2023

APPROVED:

President of Board of City Commissioners

ATTEST:

Deputy City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____. The following commissioners were absent and not voting: _____. The following commissioners voted nay: _____. The majority having voted aye, the motion was carried and the resolution was duly adopted.

Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING ENGINEER
TO PREPARE PLANS AND SPECIFICATIONS

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, deeming it necessary to make certain improvements consisting of water main, sanitary sewer, storm sewer, streets, lot services, and other essential infrastructure necessary to service the properties in connection with the above specified improvements, be constructed and made in Improvement District No. 1345 – New Water Supply, Sewerage, Street Systems, and Incidentals of the City of West Fargo, the City hereby directs Daniel Hanson, the Engineer for the City of West Fargo and being a competent engineer, to prepare plans and specifications for such work.

Dated: July 10, 2023

APPROVED:

President of Board of City Commissioners

ATTEST:

Deputy City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. Upon roll call vote being taken thereon, the following commissioners voted in favor thereof: _____. The following commissioners were absent and not voting: _____. The following commissioners voted nay: _____. The majority having voted aye, the motion was carried and the resolution was duly adopted.

" " " " Commissioner _____ introduced the following resolution and moved its adoption:

RESOLUTION DECLARING WORK NECESSARY

BE IT RESOLVED by the Board of City Commissioners of the City of West Fargo, North Dakota that it is hereby found and declared that it is necessary to construct an improvement for Improvement District No. 1345 – New Water Supply, Sewerage, Street Systems; and Incidentals consisting of water main, sanitary sewer, storm sewer, streets, lot services, and other essential infrastructure necessary to service the properties in connection with the above specified improvements, in accordance with and as described in the resolution creating said district, and the Engineer's Report which has been prepared by the Engineer for the City of West Fargo and approved by this commission which resolution and Engineer's Report together with an estimate of the probable cost of the work, are now on file in the office of the City Auditor and are open to public inspection.

BE IT FURTHER RESOLVED that a portion of the cost of said improvement be specially assessed against the benefited property in said improvement district in amounts proportionate to and not exceeding the benefits to be derived by them respectively from said improvement.

BE IT FURTHER RESOLVED that the owners of the property liable to be specially assessed for said improvements may file written protests against the said improvements within thirty (30) days after first publication of this resolution, and this Board shall at its next meeting after the expiration of said period, to-wit: On the 21st day of August, at 5:30 p.m meet at the City Commission Chamber in City Hall , 800 fourth Avenue East, West Fargo, for the purpose of hearing and determining the sufficiency of any protests so filed and of taking any such further action with respect to said improvements as may then deemed necessary and expedient.

BE IT FURTHER RESOLVED that the City Auditor is hereby authorized and directed to cause this resolution, including a map of the improvements directed, to be published one each

week for two consecutive weeks in The Foun, the official newspaper of the City of West Fargo, North Dakota.

Dated: July 10, 2023

APPROVED:

President of Board of City Commissioners

ATTEST:

Deputy City Auditor

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner _____. On roll call vote the following commissioners voted aye: _____
_____. The following commissioners voted nay: _____. The following commissioners were absent and not voting: _____.
The majority having voted aye, the motion carried and the resolution was duly adopted.