



"Consent" or "Regular" Agenda  
Item?

[Regular]

**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:

Police and Fire

**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:

Administration/Finance

**City Administrator**

Dustin T. Scott

**Assistant City Administrator**

Vacant

**To:** West Fargo City Commission

**From:** Dan Hanson, City Engineer

**Date:** October 16, 2023

**Subject:** District No 1345 – Sandhills 6<sup>th</sup> Addition

**Action:** Approve Amended Engineer's Report

**New Information and Recommendation:**

On July 10, 2023 the Commission approved an Engineer's Report for this project. Since that time, the Developer has acquired multiple properties and recently approached the City to revise the size of the pond which would allow the plat to be revised to include an additional developable lot (Lot 1, Block 1) of approximately 3 acres. The pond will still be designed to provide regional retention for the Sandhills Archery lot, the Hazer property and the Restad properties along with the Ocho Indy lots. The Developer's intent is to bring an additional plat forward in the future for some of the properties they have acquired which will allow the pond to ultimately be constructed with the project to provide additional regional retention for all properties within the development. The amended Engineer's Report takes into account the construction of the pond to the full build out for the development.

Another change to assessments in the previous version versus the current version, properties that are not directly adjacent to a street have been reduces to an area factor of 25% of a full cost assessment as they are receiving regional benefit, but not direct benefit. These properties are shown in green on the attached Benefit Methodology Map. An example of this is one of the Hazer properties that has their estimated assessment reduced from \$219,961.01 to \$52,613.36.

The following documents are attached for review/consideration:

- Amended Engineer's Report
- Improvement Exhibit
- Benefit Methodology Map
- Associated Resolutions

**Staff Recommendation:**

Approve Amended Engineer's Report

**Financial Analysis:**

The modifications proposed increase the total estimated project cost to \$7,470,000 from \$7,360,000 that was presented in the July 10<sup>th</sup> Engineer's Report, but also reduces the assessed cost per square foot by adding in the additional properties to be assessed.

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

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## Previously Presented Information and Commission Actions:

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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.

July 10, 2023

- **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.
- **Commission Actions:** Commissioner Simmons moved and Commissioner Olson seconded. Commissioner George opposed, motion carried on a 4:1 vote.



Dan Hanson, City Engineer  
Jerry Wallace, Asst. City Engineer  
Andrew Wrucke, Asst. City Engineer  
Kayla Volness, Office Manager

**Engineering Department**  
800 4<sup>th</sup> Ave E, West Fargo, ND  
(701) 515-5100  
[westfargond.gov/Engineer](http://westfargond.gov/Engineer)

## **Engineer's Report**

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

### **Improvement District No.**

New Water Supply, Sewerage, Street Systems and Incidentals

*Sandhills 6<sup>th</sup> Addition*

#### **General Nature (Scope)**

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

On July 10, 2023, an Engineer's Report was presented to the Commission that was approved. Since that time, the Developer has proposed additional lots to be serviced by the project. A revised Feasibility Study has been completed to show the infrastructure improvements for the development to be installed. The new Feasibility Study added land that has been recently acquired that would also receive benefit.

The biggest change is the addition of a lot that is approximately 3 acres that will also be able to be developed. The addition of these Developer owned parcels to the assessed areas reduces the cost per square foot of assessed properties and opens up further land to be developed even though the total estimated cost of the project has increased by \$110,000.

#### **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 6<sup>th</sup> Addition plat and the 2.71 acres of property within the Sandhills 7<sup>th</sup> Addition plat to include water and sewer mains, storm sewer and streets to be installed to West Fargo Standards and Specifications.

Additionally there are three 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.

**District Creation Consideration (N.D.C.C 40-22-10)**

The special assessment district for this project included all of the properties within the Sandhills area, however the only properties intended to be assessed are properties adjacent to the improvements that are receiving direct benefit from the project.

### Estimate of Probable Cost

Construction		\$5,625,000
Bid Proposal Items	\$4,890,975	
Contingency (~15%)	\$734,025	
Consultant (Design/Construction)		\$815,000
Legal & Administration		\$280,000
Land Acquisition		\$500,000
Bonding/Interest		\$250,000
<hr/> Total Estimated Cost		<hr/> \$7,470,000 <hr/>

### Source of Funds

Special Assessments		\$7,470,000
City Funds		\$0
Capital Impr. Sales Tax	\$0	
Water/Sewer Revenue	\$0	
Water/Sewer Bond	\$0	
<hr/> Total		<hr/> \$7,470,000 <hr/>

### Supporting Documents (available upon request)

- A. Itemized Estimate of Probable Cost
- B. Amended Feasibility Study
- C. Maps, Drawings, Etc.

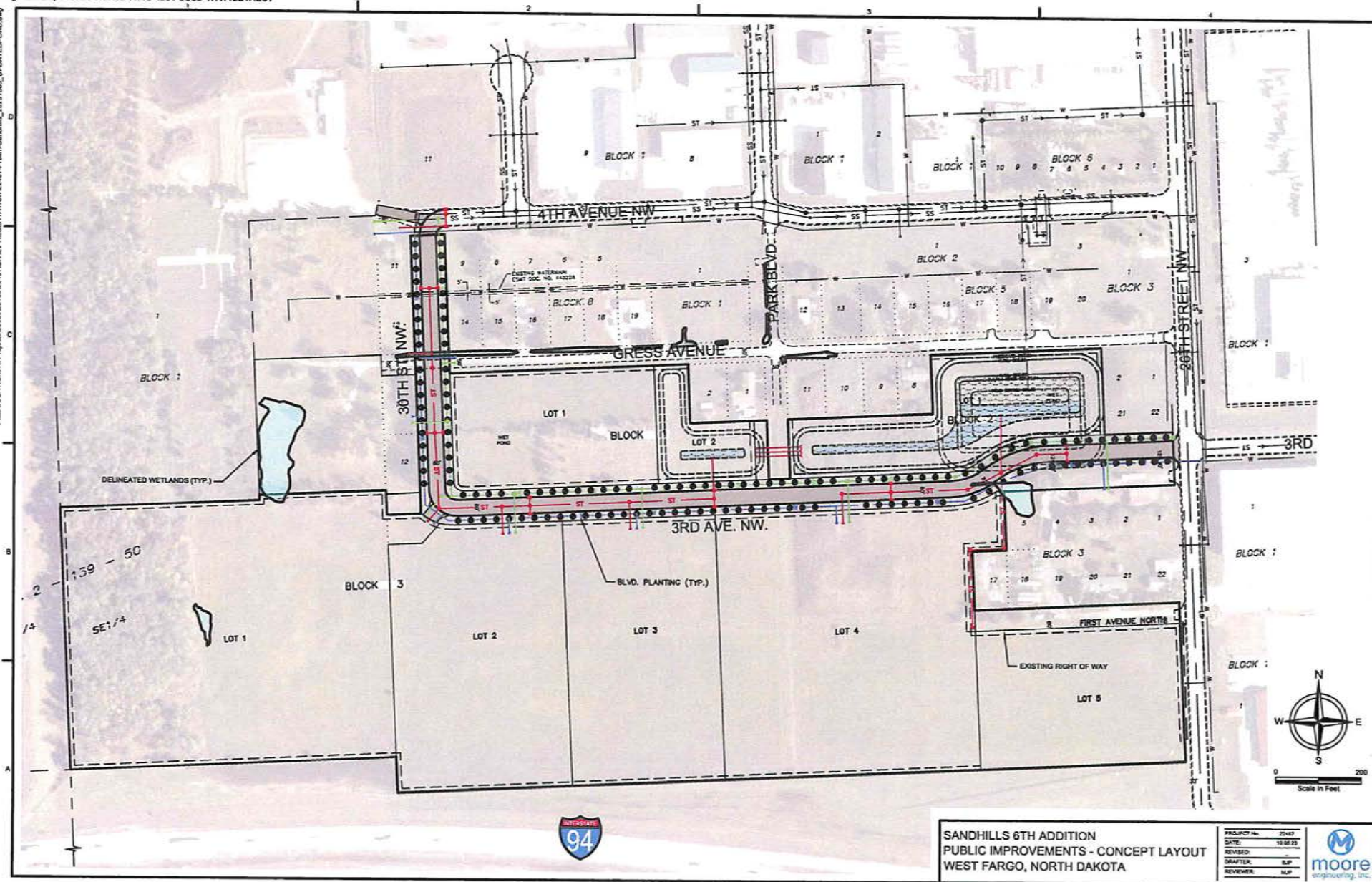
*The proposed improvements are cost effective and will adhere to city policies as well as applicable state and/or federal regulations.*

*Dan Hanson*

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









# BENEFIT METHODOLOGY MAP

IMPROVEMENT STATUS: FEASIBILITY STUDY  
DATE: 10/05/2023

8TH AVE NW

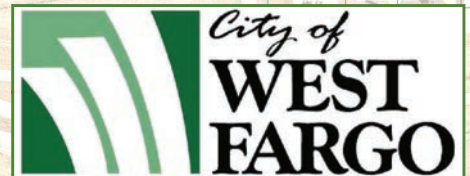
Improvement  
District  
Boundary

Meadow Brook  
Park Road  
& Water

Proposed  
Retention  
Ponds

Project  
Location

WEST FARGO DIVERSION



**NOTE: SEE BENEFIT METHODOLOGY  
NARRATIVE FOR FURTHER  
DETAIL INFORMATION.**

0 250 500 1,000  
Feet

1 in = 500 feet

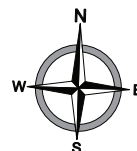
## Legend

- Project Location
- Sandhills 6th & 7th Plat Boundary
- Improvement District boundary
- Benefiting Areas**
  - Local Benefit
  - Factored Assessment
  - No Assessments

**DRAFT**

**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: 10/05/23 Date Exported: 10/05/23  
Plotted By: kyle.volk 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  
T:\Projects\22400\22467\22467A\_1345\_BenefitMethodologyMap.mxd



Commissioner \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING AMENDED 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 as amended for Improvement District 1345 – New Water Supply, Sewerage, Street Systems, and Incidentals.

Dated: October 16, 2023

APPROVED:

\_\_\_\_\_  
President of Board of City Commissioners

ATTEST:

\_\_\_\_\_  
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 AMENDED 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, 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 an amended report as to the general nature, purpose and feasibility of the proposed project and an estimate of the probable cost of the work.

Dated: October 16, 2023

APPROVED:

\_\_\_\_\_  
President of Board of City Commissioners

ATTEST:

\_\_\_\_\_  
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.