



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

The Pledge of Allegiance was recited.

Commissioner Mattern advised that the Engineer's Report needs to be added to information for Consent Agenda Item f. Commissioner Simmons moved and Commissioner Hanson seconded to approve the Order of Agenda with the addition of the Engineer's Report to Item f of the Consent Agenda. No opposition. Motion carried.

Commissioner Hanson moved and Commissioner Wentz seconded to approve the Minutes of September 16, 2013. No opposition. Motion carried.

The Commission reviewed Building Permits #661 - 715 and the Building Department Activity Report dated September 30, 2013.

Commissioner Hanson stated that the Water Study Committee consists of Commissioner Wentz, Commissioner Hanson, City Administrator Jim Brownlee and City Engineer Kevin Bucholz, and follow up reports will be provided to the Commission after each meeting.

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

Bills

Games of Chance: Deb Kopperud Benefit for Raffle to be held January 20, 2014, at VFW

Water and Street Improvement District No. 1266 (33rd Avenue East and 6th Street East): Approve Plans and Specifications and authorize Advertisement for Bids with bid opening on October 17, 2013

Sewer, Water, Storm and Street Improvement District No. 1262 – Phase 2 (West Creek 1st Addition): Create Assessment District and authorize City Engineer to prepare Engineer's Report

Sewer and Water Improvement District No. 1264 (Charleswood 31st Addition): Create Assessment District and authorize City Engineer to prepare Engineer's Report

Sewer Improvement District No. 1253 Phase II (Lagoon Cell No. 10): Approve Engineer's Report, authorize City Engineer to prepare Plans and Specifications approve Plans and Specifications and authorize Advertisement for Bids with bid opening on October 31, 2013

Cost Participation agreement with ND Department of Transportation for 7th Avenue East

No opposition. Motion carried.

Jason Gustofson appeared before the Commission to request approval of a Building Permit for a 48 X 80 accessory building located in the SE ¼ of Section 26, T139N, R50W, Mapleton Township, Cass County, ND, prior to Planning & Zoning Subdivision and Rezoning approval with the understanding that he will start construction at his own risk. Planning and Community Development Director Larry Weil and Assistant City Engineer Dustin Scott also appeared before the Commission. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to approve the Building Permit for the accessory building with the understanding that Mr. Gustofson is proceeding at his own risk. No opposition. Motion carried.

City Auditor Jim Brownlee appeared before the Commission to review the 2012 Audit Report. After discussion, Commissioner Hanson moved and Commissioner Thorstad seconded to accept the 2012 Audit Report as presented. No opposition. Motion carried.

City Auditor James Brownlee gave the following report:

Sanitation Manager Dennis Correll gave notice that he will be retiring February 28, 2014

Meeting regarding the Aquatics Center will be held with the Business Managers from the Park District and School District to discuss a funding solution

Director of Economic Development and Community Services Matt Marshall will be holding an organizational meeting on October 1, 2013 for downtown business owners. Commissioner Mattern asked that a report be provided at the next meeting.

Wrap up meeting for West Fest was held and Commissioners can forward any comments for next year's event for Committee review

Planning and Community Development Director Larry Weil appeared before the Commission on Zoning Ordinance Amendments to the Sheyenne Street Corridor Overlay District, Main Avenue Overlay District, Landscaping Standards and Parking Regulations. Director of Economic Development and Community Services Matt Marshall also appeared before the Commission to advise that the Economic Development Committee will be addressing and defining the Façade Improvement Grant Program. Commissioner Thorstad encouraged the Planning & Zoning Department to send out notification to those businesses affected by the parking regulations. A public hearing was held. There was no public comment and the hearing was closed. After discussion, Commissioner Thorstad moved and Commissioner Wentz seconded to approve the amendments as presented and place the Zoning Ordinance Amendments on First Reading. No opposition. Motion carried.

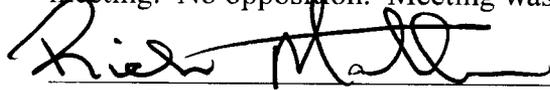
Planning and Community Development Director Larry Weil appeared before the Commission on Zoning Ordinance Amendment for nursing homes, retirement homes, convalescent homes, assisted living facilities and the like as permitted uses in Commercial Office Park District and advised that a request was received to continue the Public Hearing until next meeting. Planning and Community Development Director Larry Weil suggested that the Public Hearing be held but continue the hearing until the October 7, 2013 City Commission Meeting to hear further comments. A public hearing was held. There was no public comment. After discussion, Commissioner Simmons moved and Commissioner Hanson seconded to table action and continue the Public Hearing until the next City Commission meeting. No opposition. Motion carried.

Planning and Community Development Director Larry Weil appeared before the Commission on proposed Goldenwood 5th Addition rezoning from One and Two Family Dwellings to Limited Multiple Dwellings. A discussion was held on the cul-de-sac, size of the park and traffic problems. Commissioner Simmons requested that letters from the residents be provided at Second Reading. Interim Public Works Director Chris Brungardt also appeared before the Commission regarding the traffic flow for the area. A public hearing was held. Franz Lenzmeier appeared before the Commission. The hearing was closed. Commissioner Hanson moved and Commissioner Wentz seconded to place the rezoning of Goldenwood 5th Addition on First Reading. No opposition. Motion carried.

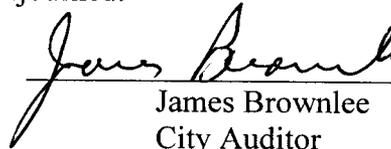
There were no Non-Agenda items.

There was no correspondence.

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



Rich Mattern
President of the Board



James Brownlee
City Auditor