



AGENDA
MANDAN CITY COMMISSION
DECEMBER 20, 2011
ED "BOSH" FROEHLICH MEETING ROOM
5:30 P.M.
www.cityofmandan.com

- A. ROLL CALL:
1. Roll call of all City Commissioners and Department Heads.
- B. MINUTES:
1. Consider approval of the minutes from the December 6, 2011 Board of City Commission meeting.
- C. PUBLIC HEARING:
- D. BIDS:
- E. CONSENT AGENDA:
1. Consider approval of monthly bills.
 2. Consider Fund Balance classifications.
 3. Consider Approval in Trading Two Vehicles Towards The Purchase of a 2011 Ford Transit Van.
 4. Consider approval of the City of Mandan Voting Locations for June 5th, 2012 Election
- F. OLD BUSINESS:
1. Consider Hazel Bergman Estate/Dahme abatement
- G. NEW BUSINESS:
1. Bismarck-Mandan Development Association Report on Retail Site Inventory
 2. Introduction of new Police Officer April Jose.
 3. Presentation of "Mobility 2017 Transit Roadmap for Bismarck and Mandan"
- H. RESOLUTIONS & ORDINANCES:
1. *Consider second consideration and final passage of Ordinance No. 1106 to change street name Morton Lane to Jude Lane. –An Ordinance changing the names of certain streets or parts thereof situated within the City of Mandan, Morton County, North Dakota.*
- I. OTHER BUSINESS:

*Agenda
Mandan City Commission
December 20, 2011
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- J. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS:
1. January 3, 2012 – 5 p.m. start
 2. January 17, 2012 – 5 p.m. start
 3. February 7, 2012
- K. ADJOURN

Departmental planning meeting will be held the Monday prior to the Commission meeting, all Commissioners are invited, noon, Dykshoorn Conference Room. Please notify the city administrator by 8:30 a.m. that Monday if you plan on attending. If more than two commissioners plan on attending, proper public notice must be given.

The Mandan City Commission met in regular session at 5:30 p.m. on December 6, 2011 in the Ed “Bosh” Froehlich Room at City Hall. Commissioners present were Helbling, Tibke, Rohr and Frank. Department Heads present were Finance Director Welch, Police Chief Bullinger, City Attorney Brown, City Administrator Neubauer, Director of Public Works Wright, Fire Chief Nardello, Business Development and Communications Director Huber, Engineering Project Manager Bechtel, and City Assessor Barta. Absent: Commissioner Jackson.

MINUTES: Consider approval of the minutes for November 15, 2011, regular meeting. Commissioner Tibke moved to approve the minutes of November 15, 2011. Commissioner Frank seconded the motion. The motion received unanimous approval of the members present. The motion passed.

PUBLIC HEARING:

BIDS:

CONSENT AGENDA:

1. Consider appointments to the Mayors Committee for People with Disabilities. The Board approved of the appointments of Ron Beck, Kelly Steckler, Judy Moritz and Jim Neubauer to the Mayors Committee for People with Disabilities.
2. Consider Fund Balance Policy in conformity with Governmental Accounting Standards Board Statement No. 54. The Board approved of the Fund Balance Policy in conformity with Governmental Accounting Standards Board Statement No. 54.
3. Consider the re-appointment of Leonard Bullinger and Jason Krebsbach to the Mandan Architectural Review Commission (MARC). The Board approved of the re-appointment of Leonard Bullinger and Jason Krebsbach to the Mandan Architectural Review Commission (MARC).
4. Consider the Service Agreement for the City’s Employee Assistance Program with Medcenter One. The Board approved of the Service Agreement for the City’s Employee Assistance Program with Medcenter One.
5. Consider approval of Morton Lane street name changed to Jude Lane. (First consideration of ordinance 1106). The Board approved of the Morton Lane street name changed to Jude Lane. (First consideration of ordinance 1106).

Commissioner Frank moved to approve Consent Agenda items No. 1 through 5 as presented. Commissioner Rohr seconded the motion. The motion received unanimous approval of the members present.

Commissioner Tibke requested the following item be removed from the Consent Agenda for discussion:

6. Consider for approval an abatement for the Hazel Bergman Estate. Richard Barta, City Assessor, stated that there are two properties which are located at 706 and 708 2nd Avenue Northwest, Lots 10, 11, Block 87, Northern Pacific First Addition requesting abatements for 2009 and 2010. Barta said that he recommends the request for 2009 be denied on both properties because the document was not filed timely. He pointed out that

it should have been filed at the County Auditor's office by November 1, 2011 and it was not. Barta addressed the request for 2010 and stated that he recommends denying it, again on both properties, because he said she is requesting too much. Barta reviewed with the Board similar property information for comparison and stated that on the first one, after review of the comparison information, he would recommend she receive \$8,000-\$10,000 abatement credit and \$10,000-\$11,000 abatement credit on the second one. Barta indicated that the tax amounts should be half of the original request.

Commissioner Rohr moved to deny the 2009 request, for both parcels for the Hazel Bergman Estate, due to the fact that it was not filed properly. Commissioner Frank seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Helbling: Yes; Commissioner Jackson was absent. The motion passed.

Assessor Barta again recommended that if the Commission would like to split the \$18,000 difference for the year 2010 for parcel No. 4499 to a rounded reduction of \$10,000 due to work that needs to be done, he would recommend that. For parcel No. 4500 he would recommend a reduction of \$11,000.

Commissioner Frank voiced concern that as a result of this action, many residents might come forward when the assessed values are rolled out as far as abatement requests and she does not want to be put in a position of "splitting the difference". She suggested that a process be set up so the evaluations are accurate when values are determined. She stated that Barta has the documents to determine an accurate value on Bergman's property available, thus an accurate figure could be presented by Barta rather than "splitting the difference" approach.

Commissioner Frank motioned that the 2010 abatement request on parcels No. 4499 and 4500 from the Hazel Bergman estate be tabled until the next meeting in order for Assessor Barta to reassess his recommendation to an exact dollar amount figure. Commissioner Rohr seconded the motion. The motion received unanimous approval of the members present.

OLD BUSINESS:

1. *Consider a motion to rescind the action adopted at the November 1, 2011 City Commission relative to the Papke abatement request.* Mayor Helbling stated that in order for this matter to move forward it will need a motion to do so. Commissioner Rohr motioned to rescind the action adopted at the November 1, 2011 meeting to deny the request by Mr. Wayne Papke to lower the 2011 true and full value from \$277,600 to \$252,659 due to damage sustained in the flood. Commissioner Frank seconded the motion. Commissioner Frank stated that it was unfortunate that Mr. Papke was unable to attend the last meeting when this came up for discussion on the agenda indicating that the time of the meeting had been changed from its regularly scheduled time thus it would only be fair to allow Mr. Papke an opportunity for discussion on this matter.

Mayor Helbling indicated that a motion has been made and seconded and at this time called for a roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Helbling: Yes; Commissioner Jackson was absent. The motion passed.

For discussion purposes on this matter, City Attorney Brown clarified that the action taken at the November 1, 2011 meeting on this matter has been rescinded, thus Mr. Papke's abatement request is now open for discussion.

City Assessor Barta was asked to come forward and restate the request received from Mr. Wayne Papke regarding his abatement.

Assessor Barta stated that his recommendation to Papke's request for an abatement would be to deny the request based on lack of information on how he arrived at the amount he is requesting to support his request for the abatement.

Wayne Papke was requested to come forward to provide information to support his request for an abatement. Papke said he has provided a document outlining the range of costs that were used by the SBA and himself and contractors:

Exterior drain tile:	\$15,000 - \$18,000
Stairwell:	\$ 4,000
Basement studs:	\$ 5,000
Sump holes concrete:	\$ 1,500
Basement Sheetrock	\$ 3,500 - \$4,500

Papke pointed out that the above total comes closer to \$30,000, based on the figures provided by the SBA. Papke stated that he is only requesting an abatement of \$24,941.

Assessor Barta stated that he went to Pro Build to determine the prices quoted. He indicated that in respect to the steps/stairwell, the most they would cost would be \$1,000. He said that he would have thought that the person who looked at the drain tile would have taken pictures of it. Papke commented that he has photos available.

Mayor Helbling intervened and stated that he would recommend that this matter be sent back to the City Assessor's office in order for the matter and the associated costs to be reviewed further by Mr. Barta & Mr. Papke and then come back to the next meeting with a recommendation.

Commissioner Rohr commented that he didn't want to be tasked with placing or determining values on the individual costs but rather appropriate measures be taken to obtain those costs from contractors as applicable.

Commissioner Frank motioned to table the abatement request from Mr. Wayne Papke until the next commission meeting allowing time for Assessor Barta and Mr. Papke to review the facts and figures and present a recommendation for consideration by the Commission. Commissioner Rohr seconded the motion. Roll call vote: Commissioner

Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Helbling: Yes; Commissioner Jackson was absent. The motion passed.

NEW BUSINESS:

I. Consider Growth Fund Committee recommendations: Business Development and Communications Director Huber presented the following:

(i) (a) Storefront Improvement application for 116 E Main: This property was acquired by Scott Johnson in the fall of 2011. The overall plans are to renovate the street level space for lease for commercial purposes and to put in upper level apartments. Exterior plans are for new storefront glass, upper level windows, fill in of windows on the west property line with fire rated glass blocks or bricks, modify the rear staircase, installation of an automatic door opener in the front of the store and replace other doors and improve exterior lighting above a new wall-mounted sign. The costs are estimated at \$23,202. The Mandan Growth Fund voted to approve \$10,000 in matching funds for storefront improvements contingent subject to final approval by the Architectural Review Commission.

Commissioner Tibke motioned to approve the allocation of \$10,000 in matching funds for the Storefront Improvement application for 116 E Main by Scott Johnson contingent upon the final approval of exterior renovation plans by the Mandan Architectural Review Commission. Commissioner Rohr seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Helbling: Yes; Commissioner Jackson was absent. The motion passed.

(b) Storefront Improvement application for 118 E Main: The Mandan Growth Fund Committee recommended approval of an extension for the deadline to complete the Haibeck project at 118 E Main until March 31, 2012. Huber explained there is one component remaining to complete the project and is expected to be completed by March 31, 2012.

Commissioner Frank motioned to approve the request for an extension on the Haibeck property at 118 E Main until March 31, 2012. Commissioner Rohr seconded the motion. The motion received unanimous approval of the members present.

ii. Committee member appointments: City Administrator Neubauer reviewed with the Commission that there are four members on the Mandan Growth Fund Committee whose terms expire on December 31, 2011: Jeff Erickson, Rick Horn, Todd Humphrey, and Annette Behm-Caldwell. Three of the individuals expressed interest in remaining on the MGF Committee and being recommended for reappointment. Those individuals are: Jeff Erickson, Rick Horn, and Annette Behm-Caldwell for three-year appointments commencing January 1, 2012. The 4th position will be opened for advertisement.

Commissioner Frank motioned to approve the MGF Committee member re-appointments for Jeff Erickson, Rick Horn, and Annette Behm-Caldwell for three-year appointments commencing January 1, 2012. Commissioner Tibke seconded the motion. The motion received unanimous approval of the members present.

2. *Consider appointments to the Mandan Airport Authority.* Marc Taylor, Mandan Airport Authority, stated there are two positions up for appointment on the Mandan Airport Authority Board. He presented a request for the reappointment of Lee Weinhandl and the appointment of Dennis Adams for a period of 5 years ending December 31, 2016.

Commissioner Tibke moved to approve the reappointment of Lee Weinhandl and the appointment of Dennis Adams, both positions for a period of 5 years ending December 31, 2016. Commissioner Frank seconded the motion. The motion received unanimous approval of the members present.

3. *Consider committee recommendation on proposal for redevelopment of former Junior High property.* Business Development and Communications Director Huber presented a request to accept a proposal for the redevelopment of the former Junior High School property. On 10/18/11 the City Commission approved under the joint agreement with the Mandan Public School District, the issuance of a Request for Proposals for the re-development of this property. At that time Commissioner Rohr was appointed to serve on the joint committee to review any proposals received. The Committee met and reviewed a proposal received from CommunityWorks North Dakota. The proposed plan is to preserve the 1924 core southern building for renovation into 16 senior citizen apartments and to demolish the remaining buildings and construct 12 townhomes with garages for families, along with a community room for use by the development's residents and to allow for play areas and green space. The request from the developers is to purchase the property for \$1 in return for an estimated \$5.3 million investment in renovation and new construction on the property. The developers are seeking site control of the property through a development agreement or memorandum of understanding that grants development rights within time periods to secure financing and acquisition of the property.

Commissioner Rohr indicated that taking into consideration the information submitted in this proposal he stated that this would be advantageous for the City of Mandan rather than a detriment to the community.

Rob Knoll, CommunityWorks Multi-Family Program Director, came forward to comment and stated that it will take at least a minimum of \$500,000 to tear down these buildings and that it would be less expensive to purchase property and build in another location. However, he said that it is their mission to provide affordable housing in established neighborhoods. He indicated that their plan is to enhance the neighborhood with quality housing and green areas. The townhomes will provide two or three bedroom units and all will have a single stall garage.

Commissioner Rohr mentioned that the School District has the option of abolishing the buildings and after clearance of those buildings there would be approximately 22 parcels for housing. He said that at the meeting it was discussed that it would cost approximately \$700,000 to demolish all the buildings and if the lots were to sell at say \$15,000 for a total of \$300,000 that would leave the City with a deficit of about \$400,000. Mayor Helbling commented that he has reviewed the proposal from CommunityWorks and

stated that after review of the project plan, it is apparent that it is a win-win situation for the City, the community and the prospective developer. Another area of consideration is that if demolition occurs in that area and the School District retains the property, within a given period of time the infrastructure and streets in that area will need to be re-done and those costs would go to the taxpayers. If the property changes hands, the costs will go to that property owner.

Commissioner Tibke stated that she is in favor of the proposal because of the multi-use plan that will include family housing and senior housing in the same area. Commissioner Frank commented that the project is attractive in that it is affordable and favorable for new people moving to the community as well as for those who live in that area now.

Susan Beehler, a Mandan City resident, came forward to provide comments. She stated that she attended the Mandan School Board meeting last evening and requested they not salvage the previous Mandan Junior High Building for \$1.00. She voiced concern about affordable housing and said that there are approximately 4,000 people in Mandan that fall below the level of income needed in order to qualify for this type of housing. She inquired if the city could come up with a creative way to provide public benefit of this property. She suggested that this matter be sent back to a committee to look at using this property for public purpose on behalf of the city in lieu of the loss of the Community Center. Beehler presented her concerns via correspondence addressed to the School Board Meeting dated December 5, 2011 and reviewed each of those concerns with the City Commission. In summary, Beehler suggested that the property remain as public property or sell it for more than \$1.00.

Mayor Helbling commented that he has had discussions with City Administrator Neubauer about locations for a new city hall on that property as well as discussions as to the pros and cons of its current location. The Park Board has discussed the possibilities as a location for them and they did not think it was a proper location for them. In addition, the School District has looked at the property for several possibilities and it has not worked out for them either. Commissioner Rohr commented that several of the public entities such as the Police Department along with the Fire Department have all considered utilizing that property for their needs at one time. However, not one of them has been able to put together a plan that would work for their departments. He stated that he does not think that the property can be utilized any more for public use that would serve the city's needs properly.

Mayor Helbling stated that the School Board voted last night to accept the proposal from CommunityWorks North Dakota and it is now before the City Commission to make a decision to accept or not accept the proposal and authorize the city's legal counsel and staff to work with the School District attorney on drafting a development agreement for consideration at a future meeting.

Commissioner Frank motioned to accept the proposal and authorize the city's legal counsel and staff to work with the School District attorney on drafting a development

agreement for consideration at a future meeting. Commissioner Tibke seconded the motion.

Commissioner Frank extended a thank-you to Susan Beehler for coming before the Commission today to voice her concerns on this matter. Commissioner Frank stated that Beehler has presented some good recommendations for community event facilities and suggested that she work with other community members who share this same concern for alternatives.

Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Helbling: Yes; Commissioner Jackson was absent. The motion passed.

~~Removed: 4. — Consider Visitors Committee recommendation:~~

~~— i. Ft. Abraham Lincoln Foundation, Harold Brady Collection~~

5. Consider adopting Waste Water & Collection System Master Plan. Russ Sorenson, Operations/Project Manager, Advanced Engineering & Environmental Services, Inc. presented a request for the adoption of the Wastewater and Collection System Master Plan so the plan can be implemented. Sorenson provided a PowerPoint presentation of the *Roadmap for the City of Mandan – Comprehensive Sanitary System Planning* and provided information on the following:

- (1) Planning Components (Collection System, Treatment System, Financial Support)
- (2) Population Growth
- (3) Model Results
- (4) Additional Recommendations
 - ~ Combine Sanitary Sewer Rehabilitation Projects with Street Reconstruction
 - ~ Establish a program for Removal of Sump Pump System Discharge
 - ~ Install New Lift Station Alarm and Radio Communication System
 - ~ Incorporate Collection Improvements and Treatment System Improvements into comprehensive Capital Improvements Plan
- (5) Capital Improvement Plan (Table 11.1)
 - ~ \$35,855,500 estimated costs over the next 20 years
 - ~ Recommends this be reviewed every year during the budget process
- (6) Wastewater Utility Rate Study
- (7) Overview 2010 Cost of Service Results & Projected 2012 Cost of Service Results and Rate Design and Revenue Adequacy Results
- (8) Rate Design & Revenue Adequacy: Objectives
- (9) Scenario Analysis
- (10) Comparison with other cities
- (11) Financial Summary included:
 - ~ The recommended rate configuration is dependent upon goals:
 - Building rate-funded capital into rates
 - Ability to retire existing debt and cash flow new debt
 - Rate structure approach

Sorenson asked whether there were any questions regarding the long-range plan as it was outlined and reviewed. Hearing none, Sorensen requested the Commission adopt the Master Plan and the Rate Analysis as presented. Commissioner Rohr commented that it is important to have these master plans in place and just as important to keep them current. Mayor Helbling commented that the items discussed here will eventually come back before the Commission during the budget process and with a plan in place such as this it makes it easier to make informed decisions.

Greg Welch, Finance Director, added that as an “efficiency” for the citizens of Mandan, one of the things that the utility billing department and the water meter maintenance department do is to be proactive in that they try to keep our water meter system running as efficiently as possible. Once the water meters are installed they typically only last so long; therefore it is imperative for the City to go in and make those replacements with the most current technology that is affordable by the City. Welch stated that the City will be looking at alternatives in the future in order to enhance what is currently being used.

Commissioner Frank motioned to adopt the Waste Water & Collection System Master Plan. Commissioner Tibke seconded the motion. The motion received unanimous approval of the members present.

RESOLUTIONS & ORDINANCES:

1. *Consider first consideration of Ordinance No. 1106 to change street name Morton Lane to Jude Lane. –An Ordinance changing the names of certain streets or parts thereof situated within the City of Mandan, Morton County, North Dakota.*

Commissioner Tibke moved to approve the first consideration of Ordinance No. 1106 to change street name Morton Lane to Jude Lane - an Ordinance changing the names of certain streets or parts thereof situated within the City of Mandan, Morton County, North Dakota. Commissioner Frank seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Helbling: Yes; Commissioner Jackson was absent. The motion passed.

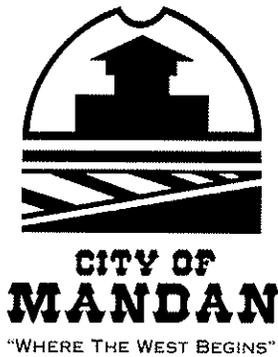
OTHER BUSINESS:

1. Commissioner Frank commented that the State of the Cities occurred today and that the information from Mayor Helbling’s presentation is available for viewing on the City of Mandan’s website.

There being no further actions to come before the Board, Commissioner Frank moved to adjourn the meeting at 7:14 p.m. Commissioner Tibke seconded the motion. The motion received unanimous approval of the members present.

James Neubauer,
City Administrator

Timothy A. Helbling,
President, Board of City
Commissioners



Board of City Commissioners

Agenda Documentation

MEETING DATE: December 20, 2011
PREPARATION DATE: December 14, 2011
SUBMITTING DEPARTMENT: Finance
DEPARTMENT DIRECTOR: Greg Welch
PRESENTER: Greg Welch
SUBJECT: Fund Balance classifications

PURPOSE

To consider approval of the City of Mandan's Fund Balance classifications.

BACKGROUND

On December 6, 2011, the Board of City Commissioners approved the City's Fund Balance Policy in conformity with Governmental Accounting Standards Board Statement No. 54. One of the purposes of the Policy was to establish Fund Balance classifications and identify the extent to which the City is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

As a result of the Fund Balance Policy, the City should classify the Special Revenue Funds (except for the Mandan Growth Fund), Debt Service Funds, and Capital Projects Funds as **restricted** since those Funds have constraints placed on their use either (a) externally imposed by creditors (e.g. debt covenants), grantors (e.g. federal and state), contributors (e.g. donations), or laws or regulations of other governments or (b) by law through constitutional provisions or enabling legislation (e.g. voter approval).

Since the Mandan Growth Fund (a Special Revenue Fund) was established by the Board of City Commissioners on July 30, 1991 and does not meet the classification as restricted above, the Mandan Growth Fund should be classified as **committed** since the Board of City Commissioners has the authority to set aside funds for a specific purpose by a simple majority vote.

ATTACHMENT

None

FISCAL IMPACT

None since these classifications only affects the financial reporting of Fund Balance.

STAFF IMPACT

None

LEGAL REVIEW

Not applicable.

RECOMMENDATION

To approve the City's Fund Balance classifications for the Special Revenue Funds (except for the Mandan Growth Fund), Debt Service Funds, and Capital Projects Funds as restricted and the Fund Balance classification for the Mandan Growth Fund as committed.

SUGGESTED MOTION

Move to approve the City's Fund Balance classifications for the Special Revenue Funds (except for the Mandan Growth Fund), Debt Service Funds, and Capital Projects Funds as restricted and the Fund Balance classification for the Mandan Growth Fund as committed.



Board of City Commissioners

Agenda Documentation

MEETING DATE: December 20, 2011
PREPARATION DATE: December 15, 2011
SUBMITTING DEPARTMENT: Police
DEPARTMENT DIRECTOR: Chief Dennis A. Bullinger
PRESENTER: Chief Dennis A. Bullinger
SUBJECT: Consider Approval in Trading Two Vehicles
Towards The Purchase of a 2011 Ford Transit Van

STATEMENT/PURPOSE: The Mandan Police Department is requesting board approval with the disposal/trade of two used vehicles in the purchase of a 2011 Ford Transit Van.

BACKGROUND/ALTERNATIVES: The police department utilizes a utility van with the transporting of animals to and from impound. The van currently being used is a 1995 GMC Safari, with 151,000 plus miles. Cost estimates in replacing an engine, transmission, suspension, ect, are several thousand dollars if the van was to be reconditioned. A 2006 Chev Tahoe, which had been transferred from the police department onto the Water Treatment Plant and later onto Public Works, is not being used. Estimated mileage 117,000. Both the GMC Safari Van and the Chevy Tahoe are being offered as trade-in on a purchase.

During the last two/three budget periods funding to replace the van had been approved in my budget and is still part of the budget. Our interest in replacing the van had been shared with local dealers in our search. A used 2011 Ford Transit Van, with low mileage has been traded and is offered for sale at Eide Ford.

Section 3-01-05 (2.) of the Municipal Code states, property valued at more than one thousand dollars belong to the municipality may be conveyed, sold or disposed of only as approved by a majority vote of all members of the board.

Price;	2011 Ford Transit,	\$16,450.00
Trade;	1995 GMC Safari, 151, 000 plus miles. 2006 Chevy Tahoe, 117,000 plus miles	
Trade Allowance;		6,600.00
Amount Due;		\$ 9,979.00

Board of City Commissioners

Agenda Documentation

Meeting Date: December 20, 2011

Subject: Consider Approval in Trading Two Vehicles Towards The Purchase of a 2011 Ford Transit Van

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ATTACHMENTS: N/A

FISCAL IMPACT: Trade of two vehicles, \$6,600.00

STAFF IMPACT: None

LEGAL REVIEW: None

RECOMMENDATION: Approve the request of the police department with trading two vehicles, 1995 GMC Safari, and 2006 Chevy Tahoe.

SUGGESTED MOTION: Move to approve the request of the police department with the trade-in of a 1995 GMC Safari Van and a 2006 Chevy Tahoe, on the purchase of a 2011 Ford Transit.



Board of City Commissioners

Agenda Documentation

MEETING DATE: December 20, 2011
PREPARATION DATE: December 16, 2011
SUBMITTING DEPARTMENT: Auditor's Office
DEPARTMENT DIRECTOR: Jim Neubauer, City Administrator
PRESENTER: Jim Neubauer, City Administrator
SUBJECT: City of Mandan Voting Locations for June 12th, 2012 Election

STATEMENT/PURPOSE: Consider for approval the voting locations for the June 12th, 2012 election.

BACKGROUND/ALTERNATIVES:

ATTACHMENTS: Copies of the list established by the Morton County Auditor's Office.

FISCAL IMPACT: n/a

STAFF IMPACT: Minimal

LEGAL REVIEW: n/a

RECOMMENDATION: I recommend approval of the voting locations for the June 12th, 2012 election.

SUGGESTED MOTION: Move to approve the voting locations for the June 12th, 2012 election as presented.

City of Mandan

PRECINCT NO.

District 31:

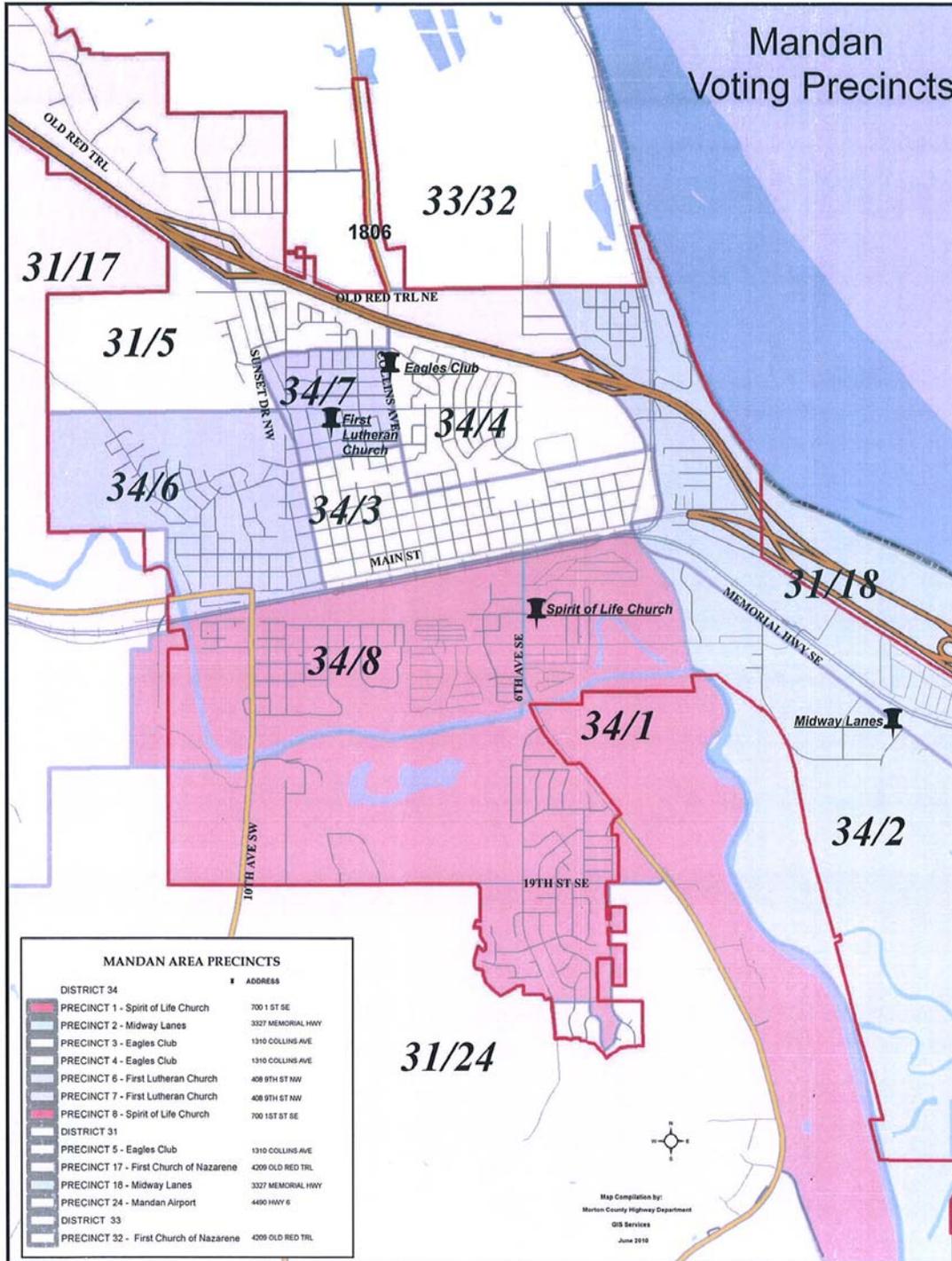
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|----|---|
| 5 | Eagles Club, 1310 Collins Avenue, Mandan, ND |
| 17 | First Church of the Nazarene, 4209 Old Red Trail Mandan, ND
(North of the Seven Seas on Old Red Trail) |
| 18 | Midway Lanes, 3327 Memorial Highway, Mandan, ND |
| 24 | Mandan Airport, 4490 Highway 6, Mandan, ND |

District 33:

- | | |
|----|---|
| 32 | First Church of Nazarene, 4209 Old Red Trail, Mandan ND
(North of the Seven Seas on Old Red Trail) |
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District 34:

- | | |
|---|---|
| 1 | Spirit of Life Catholic Church, 700 1 st Street SE, Mandan, ND |
| 2 | Midway Lanes, 3327 Memorial Highway, Mandan, ND |
| 3 | Eagles Club, 1310 Collins Avenue, Mandan, ND |
| 4 | Eagles Club, 1310 Collins Avenue, Mandan, ND |
| 6 | First Lutheran Church, 408 9 th Street NW, Mandan, ND |
| 7 | First Lutheran Church, 408 9 th Street NW, Mandan, ND |
| 8 | Spirit of Life Catholic Church, 700 1 st Street SE, Mandan, ND |





Board of City Commissioners

Agenda Documentation

MEETING DATE: December 20 2011
PREPARATION DATE: December 12, 2011
SUBMITTING DEPARTMENT: Assessing/Bldg Inspections
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Abatement for the Hazel Bergman Estate by LuElla Dahme

STATEMENT/PURPOSE: Ms. Dahme is requesting a reduction in the true and full values for the years 2009 and 2010 due to the condition of the properties.

BACKGROUND/ALTERNATIVES: These properties are known as:

706 2nd Ave NW on Lot 10, Block 87, Northern Pacific 1st Addition, Parcel No. 4499 and
708 2nd Ave NW on Lot 11, Block 87, Northern Pacific 1st Addition, Parcel No. 4500

Ms. Dahme is requesting to lower the values as follows:

2009

706 2nd Ave NW (4499) be lowered from \$99,200 to \$81,900 with a difference of \$17,300
708 2nd Ave NW (4500) be lowered from \$87,900 to \$67,100 with a difference of \$20,800

2010

706 2nd Ave NW (4499) be lowered from \$102,000 to \$84,000 with a difference of \$18,000
708 2nd Ave NW (4500) be lowered from \$90,400 to \$69,000 with a difference of \$21,400

ATTACHMENTS: Applications, North Dakota Century Code (NDCC) 57-23-04(1), Market Analysis reports and letter from new owner.

REVIEW:

Regarding the 2009 applications for 706 2nd Ave NW and 708 2nd Ave NW:

I interpret the Century Code to define the deadline for submittal to be November 1, 2011 for the two abatement applications referencing the year 2009. It specifically states that they (applications) must be registered with the County Auditor's office prior to this date. If not, the application becomes null and void due to exceeding the allotted time frame for said submittal.

Regarding the 2010 applications for 706 2nd Ave NW and 708 2nd Ave NW:

706 2 Ave NW (4499)

Previous Value was \$102,000

Ms. Dahme is requesting to lower it to \$84,000

Difference of \$18,000

Please Note: This property sold for \$85,000

After reviewing the property and conducting market analysis again (see attached appraisal), I would determine a more current value to be \$93,900 with a difference of \$8,100.

M Fl	888 Sq Ft
2 nd Fl	1,152 Sq Ft
Base	888/0-Fin Sq Ft

708 2 Ave NW (4500)

Previous Value was \$90,400

Ms. Dahme is requesting to lower it to \$69,900

Difference of \$21,400

Please Note: This property sold for \$70,000

After reviewing the property and conducting market analysis again (see attached appraisal), I would determine a more current value to be \$87,500 with a difference of \$2,500.

M Fl	832 Sq. Ft
Base	1,120/830-Fin Sq Ft

FISCAL IMPACT:

According to the values submitted by Ms. Dahme.

706 2 Ave NW - Approximately \$322 (2009) and \$332 (2010)

708 2 Ave NW - Approximately \$387 (2009) and \$394 (2010)

According to the new market analysis values for 2010 only.

706 2 Ave NW - Approximately \$149 (2010)

708 2 Ave NW - Approximately \$46 (2010)

LEGAL REVIEW: N/A

RECOMMENDATION:

I recommend the two abatement applications for 706 2nd Ave NW and 708 2nd Ave NW for the year 2009 be denied due to the fact that according to North Dakota Century Code (NDCC) 57-23-04(1), this application was not receipted as received by the County Auditor's office prior to the cut-off date of November 1st, 2011.

I had also recommended that the two abatement applications for 706 2nd Ave NW and 708 2nd Ave NW for the year 2010 be denied. However, after further research, I would agree with the findings from the market analysis reports and recommend approval of the adjusted values according to my final review:

Adjusted value be set at \$93,900 with a difference of \$8,100 for 706 2nd Ave NW (4499)

- It has been noted that this property is in need of the most updating and/or repairs.

Adjusted value be set at \$87,500 with a difference of \$2,500 for 708 2nd Ave NW (4500)

Please note that I have also visited with the new owner. He stated that these are the first properties (and they own quite a few) that they paid less than what market value indicated by the City. We both agreed that the 2 units sold for a lower amount because the cost to cure would be quite high. The referenced repairs are considered to be minor and/or cosmetic; paint, fixtures, floor coverings and etc. I agree the property needs updating, but I do consider it structurally sound. He also stated that they have owned the properties almost a year and the market values are still, in his opinion, lower than what they could be re-sold for after the cosmetic repairs are completed. Therefore, he indicated to me that he will not be disputing the 2011 values.

Finally, just as a reminder; you (City Commission) only make a recommendations regarding these abatement applications to the County level. They (County Commission) have the authority to make a final determination as to whether they are approved or denied. This gives Ms. Dahme the right to take this matter to the next level if she decides to do so.

SUGGESTED MOTION:

A motion to deny the abatement applications for the estate of Hazel Bergman regarding 706 2nd Ave NW and 708 2nd Ave NW for the year 2009 due to not meeting North Dakota Century Code guidelines.

A motion to approve the abatement applications for the estate of Hazel Bergman regarding 706 2nd Ave NW and 708 2nd Ave NW for the year 2010 according to the established adjusted values of \$93,900 with a difference of \$8,100 for 706 2nd Ave NW (4499) and \$87,500 with a difference of \$2,500 for 708 2nd Ave NW (4500).

Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota Assessment District City of Mandan
 County of Morton Property I.D. No. 04499
 Name Hazel Bergman (life estate interest) Telephone No. (701) 226-3267
 Address c/o LuElla Dahme, POA; PO Box 2182; Bismarck, ND 58502-2182

Legal description of the property involved in this application:

L. 10; B. 87; NP 1st Adn.; City of Mandan

Total true and full value of the property described above for the year 2009 is:
 Land \$ 10,700
 Improvements \$ 88,500
 Total \$ 99,200
 (1)

Total true and full value of the property described above for the year 2009 should be:
 Land \$ 10,700
 Improvements \$ 71,200
 Total \$ 81,900
 (2)

The difference of \$ 17,300.00 true and full value between (1) and (2) above is due to the following reason(s):

- 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- 2. Residential or commercial property's true and full value exceeds the market value
- 3. Error in property description, entering the description, or extending the tax
- 4. Nonexisting improvement assessed
- 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- 6. Duplicate assessment
- 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- 8. Error in noting payment of taxes, taxes erroneously paid
- 9. Property qualifies for Homestead Credit according to N.D.C.C. § 57-02-08.1. Attach a copy of Homestead Credit Application.
- 10. Other (explain) _____

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: \$ 85,000 Date of purchase: Jan. 4, 2011
 Terms: Cash Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? YES Estimated value: \$ 800
 yes/no

2. Has the property been offered for sale on the open market? yes If yes, how long? 25 days
 yes/no
 Asking price: \$ 89,900 Terms of sale: cash/conventional financing

3. The property was independently appraised: no Purpose of appraisal: _____
 yes/no
 Market value estimate: \$ _____
 Appraisal was made by whom? see market analysis by realtor

4. The applicant's estimate of market value of the property involved in this application is \$ 81,900

5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

Applicant asks that the true & full value of the property be reduced to \$81,900 for 2009 and the amount of property tax reflecting the difference between \$99,200 and \$81,900 T & F value be refunded to applicant.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Luella Dahme, POA 10-28-11 for Hazel Bergman
 Signature of Preparer (if other than applicant) Date Signature of Applicant

Application For Abatement Or Refund Of Taxes
 North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota Assessment District City of Mandan
 County of Morton Property I.D. No. 04499
 Name Hazel Bergman (life estate interest) Telephone No. (701) 226-3267
 Address c/o LuElla Dahme, POA; PO Box 2182; Bismarck, ND 58502-2182

Legal description of the property involved in this application:

L. 10; B. 87; NP 1st Addn.; City of Mandan

Total true and full value of the property described above for the year 2010 is:
 Land \$ 10,700
 Improvements \$ 91,300
 Total \$ 102,000
 (1)

Total true and full value of the property described above for the year 2010 should be:
 Land \$ 10,700
 Improvements \$ 73,300
 Total \$ 84,000
 (2)

The difference of \$ 18,000.00 true and full value between (1) and (2) above is due to the following reason(s):

- 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- 2. Residential or commercial property's true and full value exceeds the market value
- 3. Error in property description, entering the description, or extending the tax
- 4. Nonexisting improvement assessed
- 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- 6. Duplicate assessment
- 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- 8. Error in noting payment of taxes, taxes erroneously paid
- 9. Property qualifies for Homestead Credit according to N.D.C.C. § 57-02-08.1. Attach a copy of Homestead Credit Application.
- 10. Other (explain) _____

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: \$ 85,000 Date of purchase: Jan. 4, 2011
 Terms: Cash Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? YES Estimated value: \$ 800
 yes/no

2. Has the property been offered for sale on the open market? YES If yes, how long? 25 days
 yes/no
 Asking price: \$ \$89,900 Terms of sale: cash/conventional financing

3. The property was independently appraised: no Purpose of appraisal: _____
 yes/no
 Market value estimate: \$ _____
 Appraisal was made by whom? see market analysis by realtor

4. The applicant's estimate of market value of the property involved in this application is \$ 84,000

5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

Applicant asks that the true & full value of the property be reduced to \$84,000 for 2010 and the amount of property tax reflecting the difference between \$102,000 and \$84,000 T & F value be refunded to applicant.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Luella Dahme, POA for Hazel Bergman 10-28-11
 Signature of Preparer (if other than applicant) Date Signature of Applicant Date

Application For Abatement Or Refund Of Taxes
 North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota Assessment District City of Mandan
 County of Morton Property I.D. No. 04500
 Name Hazel Bergman (life estate interest) Telephone No. (701) 226-3267
 Address c/o LuElla Dahme, POA: PO Box 2182, Bismarck, ND 58502-2182

Legal description of the property involved in this application:

L. 11; B. 87; NP 1st Addn., City of Mandan

Total true and full value of the property described above for the year 2009 is:
 Land \$ 10,700
 Improvements \$ 77,200
 Total \$ 87,900
 (1)

Total true and full value of the property described above for the year 2009 should be:
 Land \$ 10,700
 Improvements \$ 56,400
 Total \$ 67,100
 (2)

The difference of \$ 20,800.00 true and full value between (1) and (2) above is due to the following reason(s):

- 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- 2. Residential or commercial property's true and full value exceeds the market value
- 3. Error in property description, entering the description, or extending the tax
- 4. Nonexisting improvement assessed
- 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- 6. Duplicate assessment
- 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- 8. Error in noting payment of taxes, taxes erroneously paid
- 9. Property qualifies for Homestead Credit according to N.D.C.C. § 57-02-08.1. Attach a copy of Homestead Credit Application.
- 10. Other (explain) _____

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: \$ 70,000 Date of purchase: Jan. 4, 2011
 Terms: Cash Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? YES Estimated value: \$ 800
 yes/no

2. Has the property been offered for sale on the open market? YES If yes, how long? 25 days
 yes/no
 Asking price: \$ \$79,900 Terms of sale: cash/conventional financing

3. The property was independently appraised: NO Purpose of appraisal: _____
 yes/no
 Market value estimate: \$ _____
 Appraisal was made by whom? see market analysis by realtor

4. The applicant's estimate of market value of the property involved in this application is \$ 67,100

5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

Applicant asks that the True & Full value of the property be reduced to \$67,100 for 2009 and the amount of tax reflecting the difference between \$87,900 and \$67,100 T & F value be refunded to applicant.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Luella Dahme, POA for Hazel Bergman
 Signature of Preparer (if other than applicant) Date Signature of Applicant Date

Application For Abatement Or Refund Of Taxes

North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota Assessment District City of Mandan
 County of Morton Property I.D. No. 04500
 Name Hazel Bergman (life estate interest) Telephone No. (701) 226-3267
 Address c/o LuElla Dahme, POA; PO Box 2182, Bismarck, ND 58502-2182

Legal description of the property involved in this application:

L. 11; B. 87; NP 1st Addn., City of Mandan

Total true and full value of the property described above for the year 2010 is:
 Land \$ 10,700
 Improvements \$ 79,700
 Total \$ 90,400
 (1)

Total true and full value of the property described above for the year 2010 should be:
 Land \$ 10,700
 Improvements \$ 58,300
 Total \$ 69,000
 (2)

The difference of \$ 21,400.00 true and full value between (1) and (2) above is due to the following reason(s):

- 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- 2. Residential or commercial property's true and full value exceeds the market value
- 3. Error in property description, entering the description, or extending the tax
- 4. Nonexisting improvement assessed
- 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- 6. Duplicate assessment
- 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- 8. Error in noting payment of taxes, taxes erroneously paid
- 9. Property qualifies for Homestead Credit according to N.D.C.C. § 57-02-08.1. Attach a copy of Homestead Credit Application.
- 10. Other (explain) _____

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: \$ 70,000 Date of purchase: Jan. 4, 2011
 Terms: Cash Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? YES Estimated value: \$ 800
 yes/no

2. Has the property been offered for sale on the open market? YES If yes, how long? 25 days
 yes/no
 Asking price: \$ \$79,900 Terms of sale: cash/conventional financing

3. The property was independently appraised: no Purpose of appraisal: _____
 yes/no
 Market value estimate: \$ _____
 Appraisal was made by whom? see market analysis by realtor

4. The applicant's estimate of market value of the property involved in this application is \$ 69,000

5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

Applicant asks that the True & Full value of the property be reduced to \$69,000 for 2010 and the amount of
tax reflecting the difference between \$90,400 and \$69,000 T & F value be refunded to applicant.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

LuElla Dahme, POA For Date Hazel Bergman 10-28-11
 Signature of Preparer (if other than applicant) Signature of Applicant Date

**CHAPTER 57-23
PROCEEDINGS TO ABATE OR REFUND TAXES**

57-23-01. Correcting excessive assessment.

All assessments of any taxable property in excess of the full and true value in money are subject to correction and abatement and refund under the provisions of this chapter.

57-23-02. Notice of equalization meetings to be published.

Each year the county auditor shall cause to be published in the official county newspaper for two successive weeks, the first publication to be not earlier than March first and the last publication not later than March twentieth, a notice to the effect that proceedings for the equalization of assessments will be taken by the several local equalization boards as follows: in any organized township on the second Monday in April, and in any city on the second Tuesday in April, at the office of the clerk or auditor of the township, or city, as the case may be, and that each taxpayer has the right to appear before the appropriate board of review or equalization and petition for correction in the taxpayer's assessment.

57-23-03. Abatement of invalid, inequitable, or unjust assessments.

Repealed by S.L. 1985, ch. 604, § 22.

57-23-04. County commissioners may abate or refund taxes.

1. Upon application filed in the office of the county auditor on or before November first of the year following the year in which the tax becomes delinquent, as in this chapter provided, the board of county commissioners may abate or refund, in whole or in part, any assessment or tax upon real property, in the following cases:
 - a. When an error has been made in any identifying entry or description of the property, in entering the valuation thereof, or in the extension of the tax, to the injury of the complainant.
 - b. When improvements on any real property were considered or included in the valuation thereof which did not exist thereon at the time fixed by law for making the assessment.
 - c. When the complainant, or the property, is exempt from the tax.
 - d. When the complainant had no taxable interest in the property assessed against the complainant at the time fixed by law for making the assessment.
 - e. When taxes have been erroneously paid, or errors made in noting payment, or in issuing receipts therefor.
 - f. When the same property has been assessed against the complainant more than once in the same year, and the complainant produces satisfactory evidence that the tax thereon for such year has been paid.
 - g. When any building, mobile home, structure, or other improvement has been destroyed or damaged by fire, flood, tornado, or other natural disaster, the abatement or refund must be granted only for that part of the year remaining after the property was damaged or destroyed.
 - h. When the assessment on the complainant's property is invalid, inequitable, or unjust.
2. An application for refund of taxes paid with respect to any part of an assessment abated under this section must be granted, regardless of whether or not such taxes were paid under protest, oral or written.
3. Any person aggrieved by any decision of the board of county commissioners may appeal in the manner provided by law.

57-23-05. Application for abatement or refund - Who may make.

An application for an abatement or refund must be in writing and must be filed in duplicate with the county auditor. It must state the grounds relied upon for such abatement or refund and give the post-office address of the applicant. The county auditor shall note the date of filing,

SEQUENCE NUMBER	SUBJECT	ADJ FACTOR	COMPARABLE SALE #1 DESCRIPTIVE	ADJ	COMPARABLE SALE #2 DESCRIPTIVE	ADJ	COMPARABLE SALE #3 DESCRIPTIVE	ADJ	COMPARABLE SALE #4 DESCRIPTIVE	ADJ	AS1325 TEST PAGE
04499	87100		03530	03831	77600	79000	04287	04528	103400	2	
SALE PRICE	86600										
YEAR BUILT	1954		161-	1945	543	869-	1954	1954	207-		
EFFECTIVE YEAR	1954		1000-	1948	2000	5500-	1954	1954	1000-		
CONDITION	4			18664-	10864-	4	1954	1954	7238-		
QUALITY	5			5432-	5432-	4	5230	5	2068		
STORIES	5		1612	1	152	2	1500-	5	500		
EXTERIOR WALLS	1		81-	1	155	2		6			
ROOF COVERING	5			6		6		6			
BATHS/FIXTURES	6		3000-	0		0		0			
NO. OF FIREPLACES	0		900-	0		0		0			
FIREPLACE QUALITY	0			0		0		0			
FLOOR PLAN	2			2		2		2			
BASEMENT	3			3		3		3			
BASEMENT FINISH	4		20-	4	20-	4	1500-	4	20-		
NO. OF GARAGES	2		2600	4	2600	0	800	4	2600		
NO. OF STALLS	4			4		4	400	4			
GARAGE QUALITY	4			4		4		4			
SWIMMING POOL	0			0		0		0			
TOPICAL LOT	2		3224	1	3104	0	1140	2	1820-		
1ST FLOOR AREA	888		1034	845	11520	852	11520	92	11520		
2ND FLOOR AREA	1150			0		0		0			
3RD FLOOR AREA	0			0		0		0			
COVERED PATIO COST	0			0		0		0			
AREA FACTOR	55		200925	50	1500	300-		55			
DATE OF SALE	201108			201083				200925	1551		
PROPERTY LOCATION	2		5500	634/04	3170-	850/05	5950-	952/05	6664-		
BSMT FNSH AREA/QLTY	0/00		827/05	90.934	82.378	89.571		104.590			
ADJUSTED SALE				MEAN ADJUSTED SALE	91,868	STD DEV	8,032	COEF OF VAR	8.7%		
WEIGHTED AVG	93,903			DATE	00/00/00	VALUE PER SQ FT	46.02				
INDICATED MKT VALUE	93,900			AS OF	2-1-2011						
PREVIOUS MKT VALUE	102,000			LISTING PRICE							

RESIDENTIAL ASSESSMENT SYSTEM FOR CITY OF MANDAN									
APPRAISAL OF IMPROVED PROPERTY									
ASI1325 TEST PAGE 2									
SEQUENCE NUMBER	SUBJECT	ADJ FACTOR	COMPARABLE SALE #1 DESCRIPTIVE	ADJ	COMPARABLE SALE #2 DESCRIPTIVE	ADJ	COMPARABLE SALE #3 DESCRIPTIVE	ADJ	COMPARABLE SALE #4 DESCRIPTIVE
04500	72100		80600		77600		79000		103400
03530					03831		04287		04528
SALE PRICE	1952	.1	1954		1945		1963		1954
YEAR BUILT	1952	500	1954		1946		1963		1954
EFFECTIVE YEAR	1952	7	1954		1946		1963		1954
CONDITION	5	5	5		6		4		5
STORIES	1	.7	1		1		1		1
EXTERIOR WALLS	5	.05	1		1		4		5
AIR CONDITIONING	0	500	1		1		2		0
BATHS/FIXTURES	6	500	6		6		0		0
NO. OF FIREPLACES	0	1500	3000		0		0		0
FLOOR PLAN	2	15	900		2		2		2
FLOOR PLAN QUALITY	3	1500	3		3		4		3
BASMENT FINISH	1	10	10		2		2		2
GARAGE	4	200	4		4		0		10
NO. OF STALLS	1	2500	1		1		0		800
GARAGE QUALITY	1	3000	4		1		0		2000
TOPICAL LOT	0	3000	0		0		0		400
1ST FLOOR AREA	832	30	3224		1		3104		1500
2ND FLOOR AREA	0	10	6060		1		390		10
3RD FLOOR AREA	0	10	0		0		0		800
COVERED PATIO COST	0	15	0		0		0		400
AREA FACTOR	0	300	0		0		0		0
PROPERTY LOCATION	201103		1209		201083		201016		200925
BSMT FINSH AREA/QLTY	836/05		5500		634/04		850/05		952/05
ADJUSTED SALE			84,526		75,820		83,083		99,322
WEIGHTED AVG	87,545		MEAN ADJUSTED SALE	85,688	STD DEV	8,535	COEF OF VAR	10.0%	
UNADJUSTED MKT VALUE	87,500		DATE	06/00/00	VALUE PER SQ FT	105.16			
PREVIOUS MKT VALUE	90,400		AS OF	2-1-2011	LISTING PRICE				



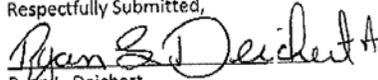
Mandan City Assessor
205 2nd Avenue N
Mandan, ND 58554
Attn: Richard Barta

RE: 706 & 708 2nd Ave NW

To Whom It May Concern:

We purchased these properties on 1/4/2011 for \$155,000. The original asking price was \$169,800. Our lower offer reflected the property's age, condition, and deferred maintenance. The property had a number of maintenance issues including but not limited to plumbing, water leaks, overgrown trees, and poor drainage. Other condition factors include aesthetic maintenance items such as flooring, light fixtures, and paint which had also been deferred. Our offer reflected what we felt was a fair price for the property based on its condition.

Respectfully Submitted,


Ryan L. Deichert
Owner



Bismarck-Mandan Development Association
Mandan Prospective Retail Property Inventory
December 2011

Background

Previously, the Bismarck-Mandan Development Association (BMDA) had compiled an inventory of sites throughout the City of Mandan and the surrounding area that could support retail development. Information from the inventory and report has been utilized by the BMDA in the organization's ongoing economic development efforts.

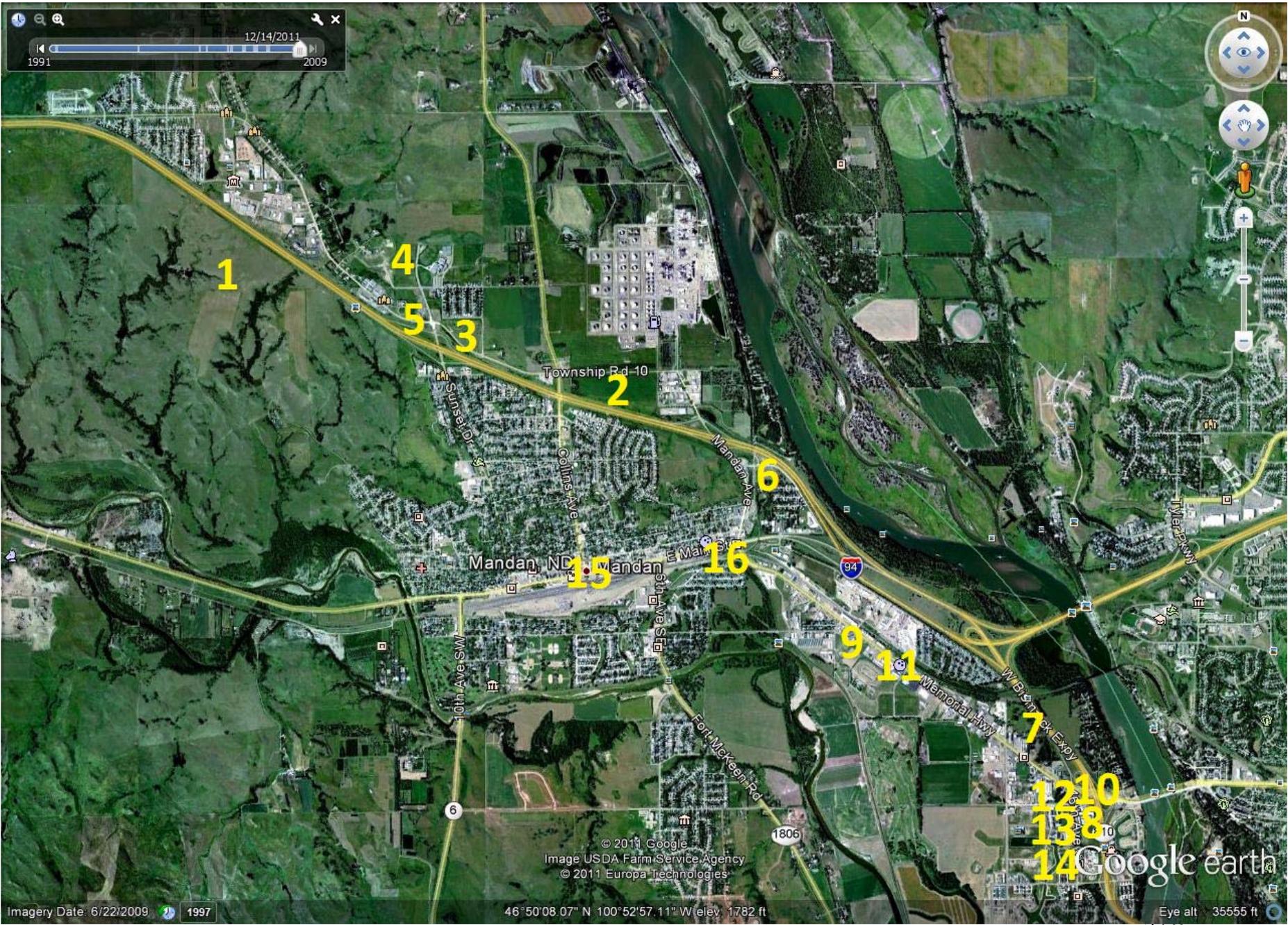
As a part of BMDA's 2011 Mandan City Commission requested that BMDA update and identify sites in and around the City of Mandan that might support the development and construction of retail space.

Minimum Requirements

- Current zoning status of CA (Light Commercial & Services), CB (Heavy Commercial), CC (Heavy Commercial), MA (Light Non-nuisance Industrial/Heavy Commercial), OR
- Identification in Bismarck-Mandan Regional Future Land Use Plan as General Commercial, Mixed Use – Commercial/Residential, Mixed Use – Commercial/Industrial or *Neighborhood Commercial*
- Access to a major roadway or thoroughfare which provides an adequate amount of visibility desirable for retail locations
- Ability to develop a minimum of a 10,000 s.f. building and associated off-street parking (if required)

Resources

- Bismarck-Mandan Regional Future Land Use Plan
- City of Mandan Zoning Map
- City of Mandan Engineering (Dave Bechtel, Kim Fettig), Administration (Jim Neubauer), Business Development (Ellen Huber) and Assessing & Building Inspections (Mary Fahlsing) Departments
- Morton County GIS

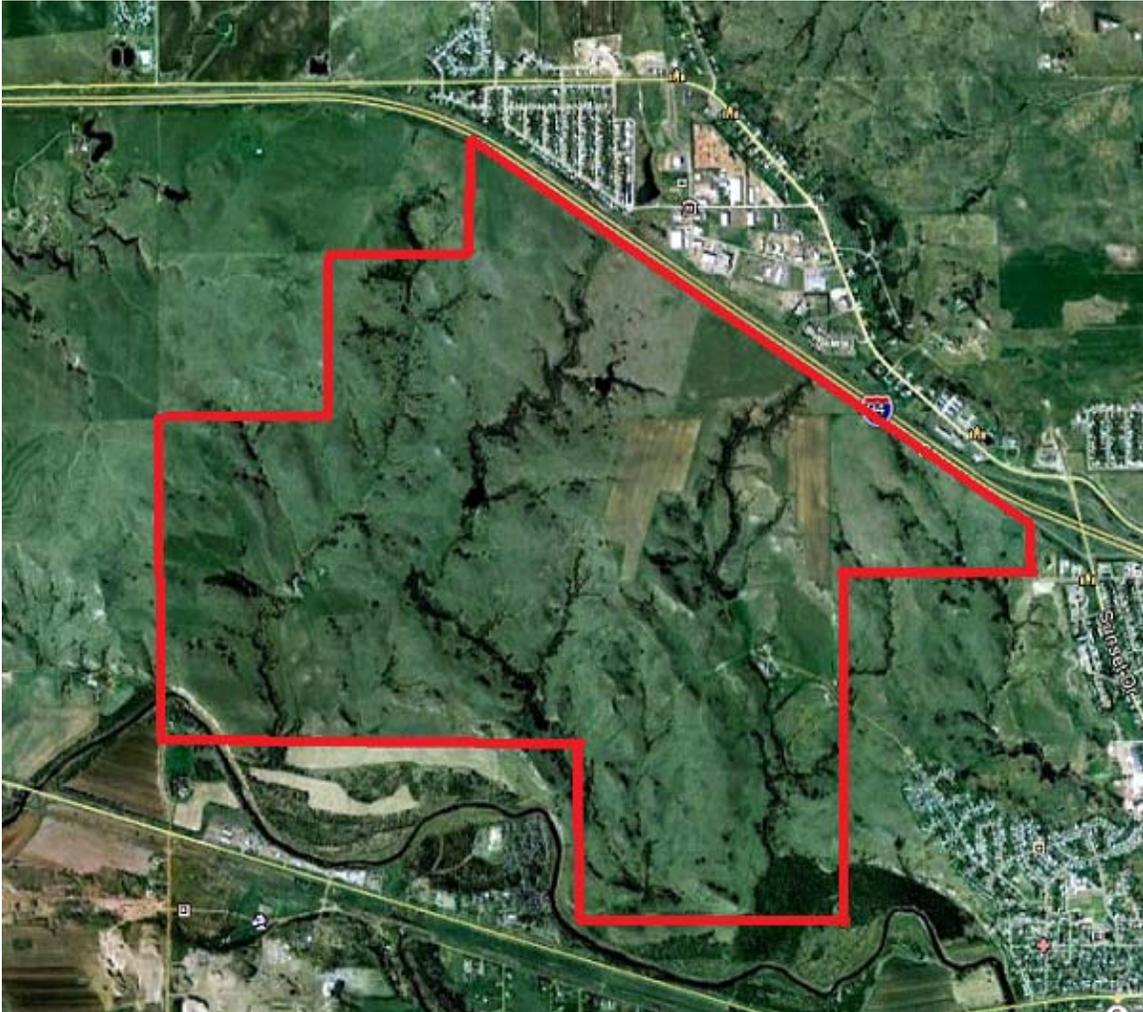


	1. McCormick Property	2. ORT Commercial Park	3. ORT & 8 th Ave NW	4. NWC Sunset and 27 th Street NW	5. Sunset Commercial Park	6. Missouri Dr. off of Mandan Avenue
Location	NW Mandan	NW Mandan	NW Mandan	NW Mandan	NW Mandan	NE Mandan
Size	Approximately two 20 and one 40 acre developable parcels	60 acres	Site 1 - 14.1 acres Site 2 - 3.64 acres	18.22 acres	Site 1 - 3.1 acres Site 2 - 3.1 acres	11 acres
Zoning	<i>Future Land Use - Industrial</i>	MA (Light Industrial / Heavy Commercial)	CC (Heavy Commercial)	R7 (Single Family) / R3.2 (Two Family)	CB (Heavy Commercial)	Agriculture
Ownership	Steve McCormick	Mandan 94 Investors	Site 1 - Dennis Meyer Site 2 - Kent Schwartz	City of Mandan	Site 1 - City of Mandan Site 2 - Steve Thilmony	Leslie Volochenko
Municipal Water/Sewer	North of Interstate 94	On-Site	On-Site	On-Site	On-Site	On-Site
Power Provider	MDU sections 17,20,21,29 MGS sections 18 & 19	MDU	MDU	MDU	MDU	MDU
Primary Road Access	Interstate 94	Interstate 94 & Old Red Trail	Old Red Trail & 8 th Ave NW	Sunset Drive	Sunset Drive	Interstate 94 - Missouri Dr, Mandan Ave
Total Price	Negotiable	Variable	Site 1 - \$1,842,588 Site 2 - \$396,396	Negotiable	Site 1 Negotiable Site 2 - \$607,662	\$900,000
Price / Square Foot	Negotiable	\$2.50 entire parcel / \$5.00 smaller parcels	Site 1 - \$3.00 Site 2 - \$2.50	Negotiable	Site 2 - \$4.50	\$1.88
Contact	Matt Reichert	Niles Hushka	Site 1 - Matt Reichert Site 2 - Kyle Holwagner	Jim Neubauer	Site 1 - Jim Neubauer Site 2 - Steve Thilmony	Tom Wellin
Traffic Counts	8,950 ADTC	15,330 ADTC	8,170 ADTC 1,495 ADTC	1,530 ADTC	8,775 ADTC	18,180 ADTC

	7. NWC of Memorial Highway and Bismarck Expressway	8. 2500 and 2700 46 th Ave SE	9. 2701 Memorial Highway	10. 4720 19 th Street SE	11. Midway Lanes	12. 4631 Memorial Highway SE
Location	SE Mandan	SE Mandan	SE Mandan	SE Mandan	SE Mandan	SE Mandan
Size	41.47 acres	Site 1 - 8.65 acres Site 2 - 7.25 acres	4 acres	3.9 acres	3.5 acres	3.42 acres
Zoning	CC (Heavy Commercial) CC Restricted	MA (Light Industrial / Heavy Commercial) - CB (Heavy Commercial)	CC (Heavy Commercial)	CB (Heavy Commercial)	CC (Heavy Commercial)	CB (Heavy Commercial)
Ownership	Various	Steve McCormick	JLJJ Family Limited Partnership	Waterfront Investment Group, LLC	Jim Mellon	Jason Bauer
Municipal Water/Sewer	On-Site	On-Site	On-Site	On-Site	On-Site	On-Site
Power Provider	MDU	MDU	MDU	MDU	MDU	MDU
Primary Road Access	Memorial Highway	46 th Ave SE	Memorial Highway	Memorial Highway & 46 th Ave SE	Memorial Highway & 32 nd Ave SE	Memorial Highway & 46 th Ave SE
Total Price	Negotiable	Site 1 - \$3,297,586 Site 2 - \$3,158,140	Land Lease Only	\$800,000	Variable	Negotiable
Price / Square Foot	Negotiable	Site 1 - \$8.75 Site 2 - \$10.00	Negotiable	\$4.71	\$10 frontage lots / \$8 deeper lots	Negotiable
Contact	Otto Dohm, Marlene Magilke, JB Helm, David Wise	Matt Reichert	Randy Horner	Ralph Keller	Kyle Holwagner	Jason Bauer
Traffic Counts	20,195 ADTC 13,470 ADTC	16,775 ADTC	11,980 ADTC	13,470 ADTC 16,775 ADTC	11,980 ADTC	13,470 ADTC 3,205 ADTC

	13. Lakewood Commercial Lots	14. 46 th Ave SE & McKenzie	15. 1121 E. Main Street	16. City Owned Parcels		
Location	SE Mandan	SE Mandan	Central Business District	Central Business District		
Size	Lot 1 & 2 - (155,500 square feet) Lot 3 (164,696 square feet) Lot 4 (187,745 square feet) Lot 5 - (137,012 square feet)	Site 1 - 0.92 acres Site 2 - 0.69 acres	3.25 acres	0.37 acres		
Zoning	MA (Light Non-Nuisance Industrial / Heavy Commercial)	Site 1 - MA (Light Industrial) Site 2 - CB Restricted (Heavy Commercial)	CB (Heavy Commercial)	CB (Heavy Commercial)		
Ownership	Lee Mitzel	Tory Otto / John Morgan	Richter Properties LLC.	City of Mandan		
Municipal Water/Sewer	On-Site	On-Site	On-Site	On-Site		
Power Provider	MDU	MDU	MDU	MDU		
Primary Road Access	46 th Ave SE	46 th Ave SE	Main Street	Main Street		
Total Price	Variable	Site 1 - \$360,000 Site 2 - \$300,000	\$299,000 plus BNSF Land Lease - \$39,000 per year	\$162,500		
Price / Square Foot	Lot 1 & 2 - \$3.10 Lot 3 & 5 - \$4.90 Lot 4 - \$4.50	Site 1 - \$9.00 Site 2 - \$10.00	\$2.11 plus BNSF Land Lease	\$10.00		
Contact	Kyle Holwagner / Les Kern	Tory Otto / John Morgan	Pat Maddock	Pat Maddock		
Traffic Counts	2,625 ADTC	2,335 ADTC	19,520 ADTC	14,745 ADTC		

1. McCormick's Property



Location: Northwest Mandan along Interstate 94	Power Provider: MDU sections 17,20,21,29 MGS sections 18 & 19
Size: 2 - 20 acre parcels and one 40 acre developable parcel	Primary Road Access: Interstate 94
Zoning: <i>Current</i> – A (Agricultural)	Total Land Price: Negotiable
Ownership: Steve McCormick	Price / Square Foot: Negotiable
Municipal Water/Sewer: North of Interstate 94	Contact: Matt Reichert. Per Matt Reichert of the Aspen Group, Steve is not opposed to developing the property but it will take one large user to cover front-end costs.

2. Old Red Trail Commercial Park



Location: Northwest Mandan along Interstate 94, Exit 153	Power Provider: MDU
Size: 60 acres	Primary Road Access: Interstate 94 & Old Red Trail
Zoning: <i>Current</i> - MA (Light Industrial/Heavy Commercial) <i>Future Land Use Plan</i> – General Commercial	Total Land Price: variable
Ownership: Mandan 94 Investors	Price / Square Foot: \$2.50 for the entire parcel and \$5 for smaller parcels
Municipal Water/Sewer: <i>Water</i> – On-site at all sides of property <i>Sewer</i> – On-site at south edge of property	Contact: Niles Hushka

3. Sunset Avenue and 27th Street NW



Location: Northwest Corner of Sunset Drive and 27 th Street NW	Power Provider: MDU
Size: 18.22 acres	Primary Road Access: Sunset Drive & Interstate 94
Zoning: R-7 and R-3.2	Total Land Price: Negotiable
Ownership: City of Mandan	Price / Square Foot: Negotiable
Municipal Water/Sewer: On-Site	Contact: Jim Neubauer

4. Old Red Trail & 8th Ave NW



Location: Northwest Mandan along Old Red Trail	Power Provider: MDU
Size: Site 1 – 14.1 acres Site 2 - 3.64 acres	Primary Road Access: Old Red Trail & 8 th Ave NW
Zoning: CC (Heavy Commercial)	Total Land Price: Site 1 – \$1,842,588 Site 2 - \$396,396
Ownership: Site 1 – Dennis Meyer Site 2 – Kent Schwartz	Price / Square Foot: Site 1 - \$3.00 Site 2 - \$2.50
Municipal Water/Sewer: On-Site	Contact: Site 1 - Matt Reichert / Aspen Group Site 2 - Kyle Holwagner / Daniel Companies

5. Sunset Commercial Park



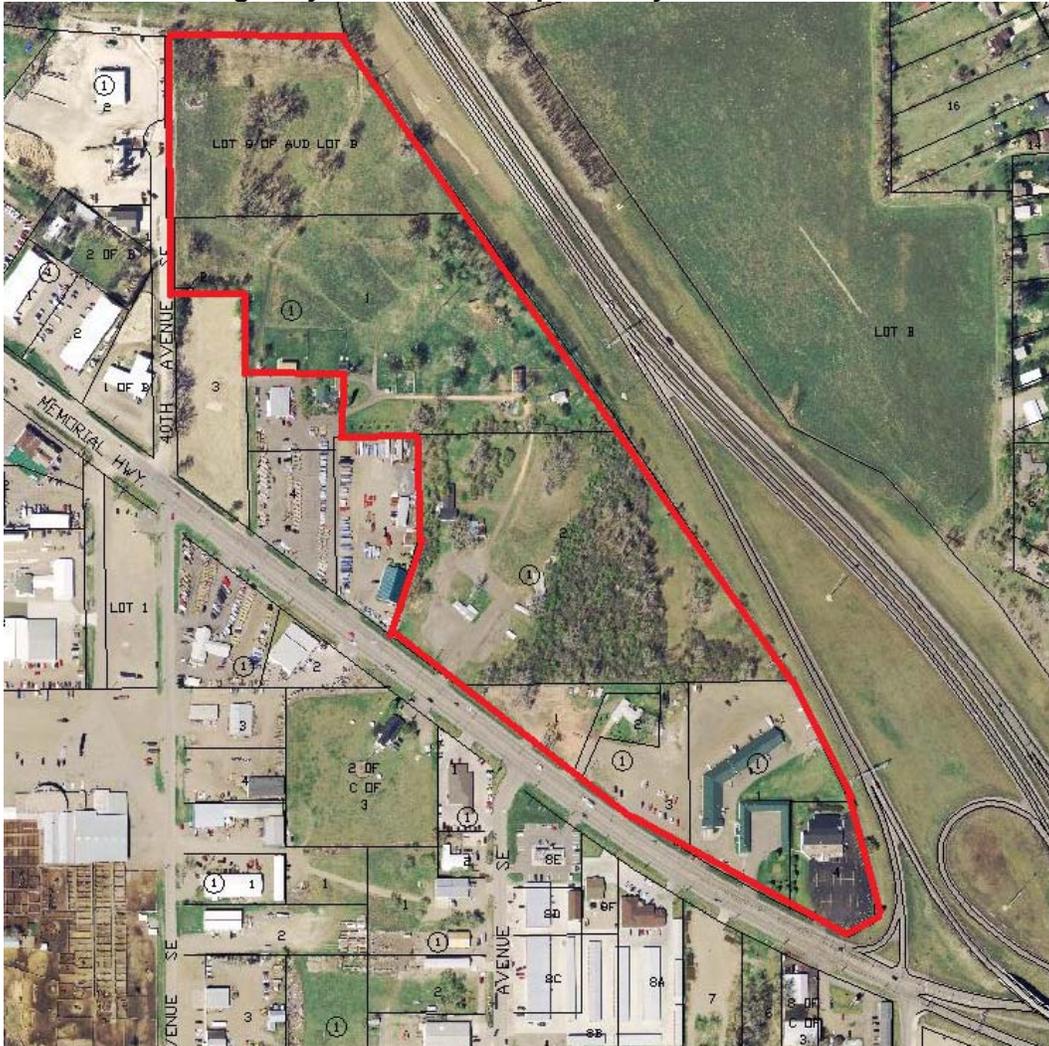
Location: NW Mandan	Power Provider: MDU
Size: 6.2 acres Site 1 – 3.1 acres Site 2 – 3.1 acres	Primary Road Access: Sunset Ave.
Zoning: CB (Heavy Commercial)	Total Land Price: Site 1 – Negotiable Site 2 - \$607,662
Ownership: Site 1 – City of Mandan Site 2 - Steve Thilmony	Price / Square Foot: Site 1 - Negotiable Site 2 - \$4.50
Municipal Water/Sewer: On-Site	Contact: Site 1 – Jim Neubauer Site 2 - Steve Thilmony

6. Missouri Drive off of Mandan Avenue Exit



<p>Location: Northeast Mandan Fronting Interstate 94 at the Mandan Avenue Exit #153</p>	<p>Power Provider: MDU</p>
<p>Size: 8.79 acres</p>	<p>Primary Road Access: Mandan Avenue / Missouri Dr.</p>
<p>Zoning: CC (Heavy Commercial) and CC Restricted</p>	<p>Total Land Price: Negotiable</p>
<p>Ownership: Leslie Volochenko</p>	<p>Price / Square Foot: Negotiable</p>
<p>Municipal Water/Sewer: On-Site</p>	<p>Contact: Leslie Volochenko</p>

7. NWC Memorial Highway & Bismarck Expressway



Location: Southeast Mandan along Memorial Highway and Bismarck Expressway	Power Provider: MDU
Size: 41.47 acres	Primary Road Access: Memorial Highway
Zoning: CC (Heavy Commercial) and CC Restricted	Total Land Price: Negotiable
Ownership: LW Hunchke Foundation – 12.76 acres Marlene Magilke – 8.24, 6.64 & 4.62 acres JB & Sylvester Helm – 4.12 acres Wind River Properties – 1.64 acres Marshal & Lavryl Feland – 1.26 & 0.61 acres	Price / Square Foot: Negotiable
Municipal Water/Sewer: On-Site	Contact: Otto Dohm, Marlene Magilke, JB Helm, David Wise

8. 2500 and 2700 46th Ave SE



<p>Location: Southeast Mandan between Memorial Highway and 46th Ave SE</p>	<p>Power Provider: MDU</p>
<p>Size: Site 1 – 8.65 acres Site 2 - 7.25 acres</p>	<p>Primary Road Access: 46th Ave SE</p>
<p>Zoning: CB (Heavy Commercial)</p>	<p>Total Land Price: Site 1 – \$3,297,586 Site 2 - \$3,158,140</p>
<p>Ownership: Steve McCormick</p>	<p>Price / Square Foot: Site 1 - \$8.75 Site 2 - \$10.00</p>
<p>Municipal Water/Sewer: On-Site</p>	<p>Contact: Matt Reichert / Aspen Group</p>

9. 2701 Memorial Highway



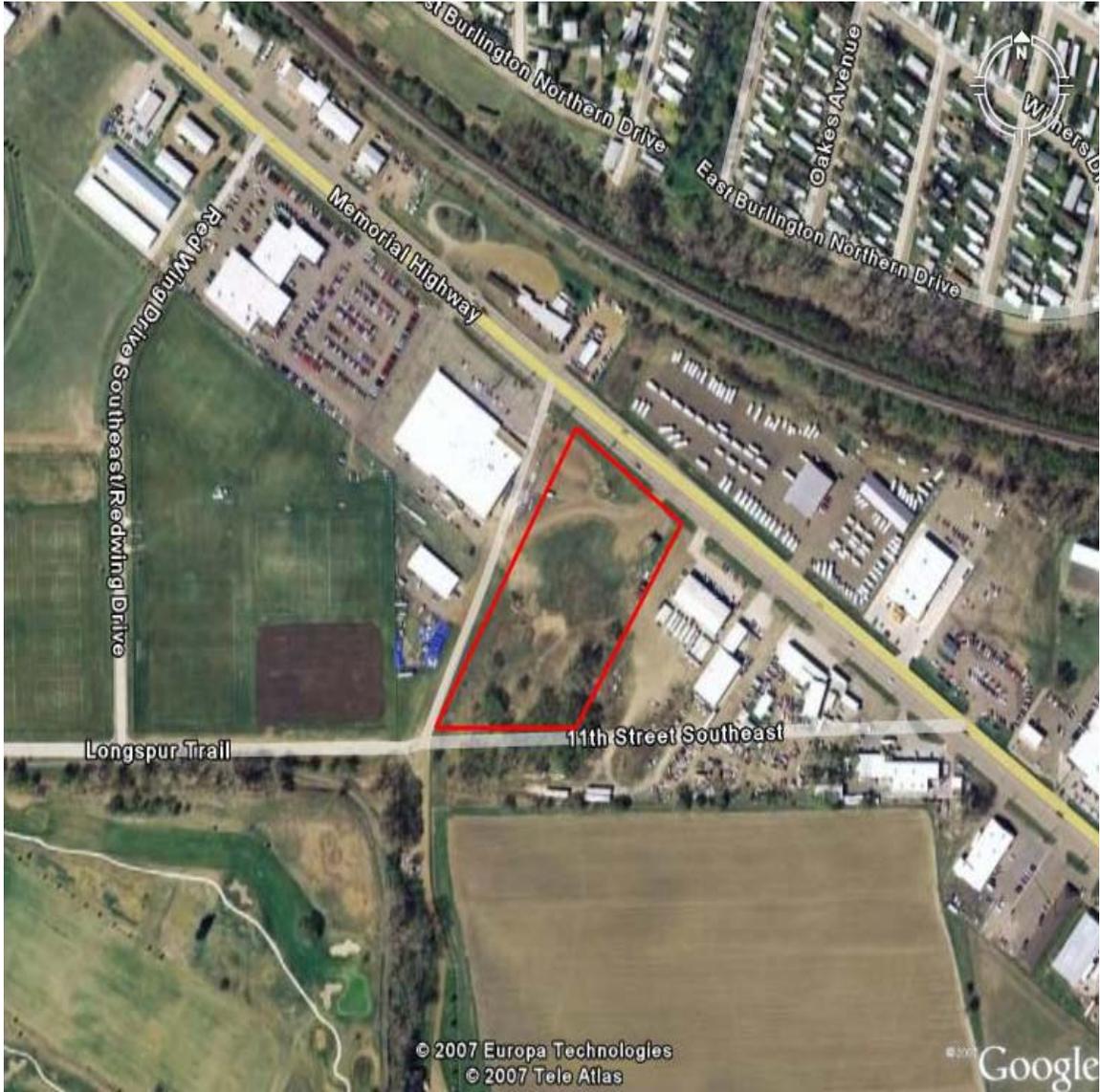
Location: 2701 Memorial Highway	Power Provider: MDU
Size: 4 acres	Primary Road Access: 46 th Ave SE
Zoning: CC (Heavy Commercial)	Total Land Lease Price: Negotiable
Ownership: Randy Horner	Price / Square Foot: Negotiable
Municipal Water/Sewer: On-Site	Contact: Randy Horner

10. 4720 19th Street SE



Location: Southwest Corner of Bismarck Expressway and Memorial Highway	Power Provider: MDU
Size: 3.90 acres	Primary Road Access: Memorial Highway & 46 th Ave SE
Zoning: CB (Heavy Commercial)	Total Land Price: \$800,000
Ownership: Water Front Investment Group	Price / Square Foot: \$4.71
Municipal Water/Sewer: On-Site	Contact: Ralph Keller

11. Midway Lanes (32nd Ave SE)



Location: South side of Memorial Highway (the Strip)	Power Provider: MDU
Size: 3.5 acres over 5 lots or combined	Primary Road Access: Memorial Highway & 32 nd Ave SE
Zoning: CC (Heavy Commercial)	Total Land Price: variable
Ownership: Jim Mellon	Price / Square Foot: \$10 for lots w/ frontage and \$8 for deeper lots
Municipal Water/Sewer: On-Site	Contact: Kyle Holwagner / Daniel Companies

12. 4631 Memorial Highway



Location: Southwest Corner of Bismarck Expressway and Memorial Highway	Power Provider: MDU
Size: 3.42 acres	Primary Road Access: Memorial Highway & 46 th Ave SE
Zoning: CB (Heavy Commercial)	Total Land Price: Negotiable
Ownership:	Price / Square Foot: Negotiable
Municipal Water/Sewer: On-Site	Contact: Jason Bauer

13. Lakewood Commercial Lots



Location: South Mandan along Memorial Highway & 46 th Ave SE	Power Provider: MDU
Size: Lots 1 - 2 (155,500 square feet) Lot 3 - (169,696 square feet) Lot 4 - (186,721 square feet) Lot 5 - (137,012 square feet)	Primary Road Access: 46 th Ave SE
Zoning: MA (Light Non-Nuisance Industrial/Heavy Commercial)	Total Land Price: variable
Ownership: Lee Mitzel	Price / Square Foot: \$3.10 - \$4.90
Municipal Water/Sewer: On-Site	Contact: Kyle Holwagner / Daniel Companies Les Current / Oaktree Realtors

14. 46th Avenue SE and McKenzie Drive



Location: SE Mandan	Power Provider: MDU
Size: Site 1 - 0.92 acres (40,000 square feet) Site 2 – 0.69 acres (30,000 square feet)	Primary Road Access: 46 th Ave SE
Zoning: Site 1 – MA (light industrial) Site 2 CB Restricted (Heavy Commercial)	Total Land Price: Site 1 - \$360,000 Site 2 - \$300,000
Ownership: Site 1 - Tory Otto Site 2 – John Morgan	Price / Square Foot: Site 1 - \$9.00 Site 2 - \$10.00
Municipal Water/Sewer: On-Site	Contact: Site 1 - Tory Otto Site 2 – John Morgan

15. 1121 E. Main Street



Location: Downtown Mandan	Power Provider: MDU
Size: 3.25 acres	Primary Road Access: Main Street
Zoning: CB (Heavy Commercial)	Total Price: \$299,000 BNSF Land Lease: \$39,000 per year
Ownership: Richter Properties	Price / Square Foot:
Municipal Water/Sewer: On-Site	Contact: Pat Maddock / Oaktree Realtors

16. City Parcels



Location: Downtown Mandan	Power Provider: MDU
Size: 0.37 acres (16,250 square feet)	Primary Road Access: Main Street
Zoning: CB (Heavy Commercial)	Total Land Price: \$162,500
Ownership: City of Mandan	Price / Square Foot: \$10.00
Municipal Water/Sewer: On-Site	Contact: Pat Maddock



New Business No. 2

Board of City Commissioners

Agenda Documentation

MEETING DATE: December 20, 2011
PREPARATION DATE: December 13, 2011
SUBMITTING DEPARTMENT: Police
DEPARTMENT DIRECTOR: Chief Dennis A. Bullinger
PRESENTER: Chief Dennis A. Bullinger
SUBJECT: Introduction of Police Officer

STATEMENT/PURPOSE:

Introduction of Police Officer April Jose, to the Board of City Commission.

BACKGROUND/ALTERNATIVES:

April, started her employment with the police department on December 5th, 2011 after working as a police officer with the Wahpeton Police Department for eleven years. April is a graduate of Moorhead State University where she earned a Bachelor of Arts degree in Criminal Justice. She went onto complete the Law Enforcement Skills Program through the Alexandra Technical College, Alexandra, Minnesota.

ATTACHMENTS: N/A

FISCAL IMPACT: N/A

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: N/A

SUGGESTED MOTION: N/A

MOBILITY 2017

Transit Roadmap for Bismarck and Mandan

Summary

Draft Final Report



December 2011

Mobility 2017 Approach

- Bis-Man Transit -- both CAT and Paratransit – provides good service for customers.
- Plan is about helping these services continue to mature
 - Build on existing strengths
 - Continue to build the markets for transit
 - Help make transit relevant for more people
 - Begin to reprioritize transit investments in the Bismarck-Mandan area
- Expand multimodal transportation network in Bismarck-Mandan area



Four Key Points of Agreement

- Fixed-route structure to focus more on productivity
- Some policy changes to encourage shift to fixed routes
- Jurisdictions pay for their fair share of service
- Concept of a new downtown Bismarck transit center



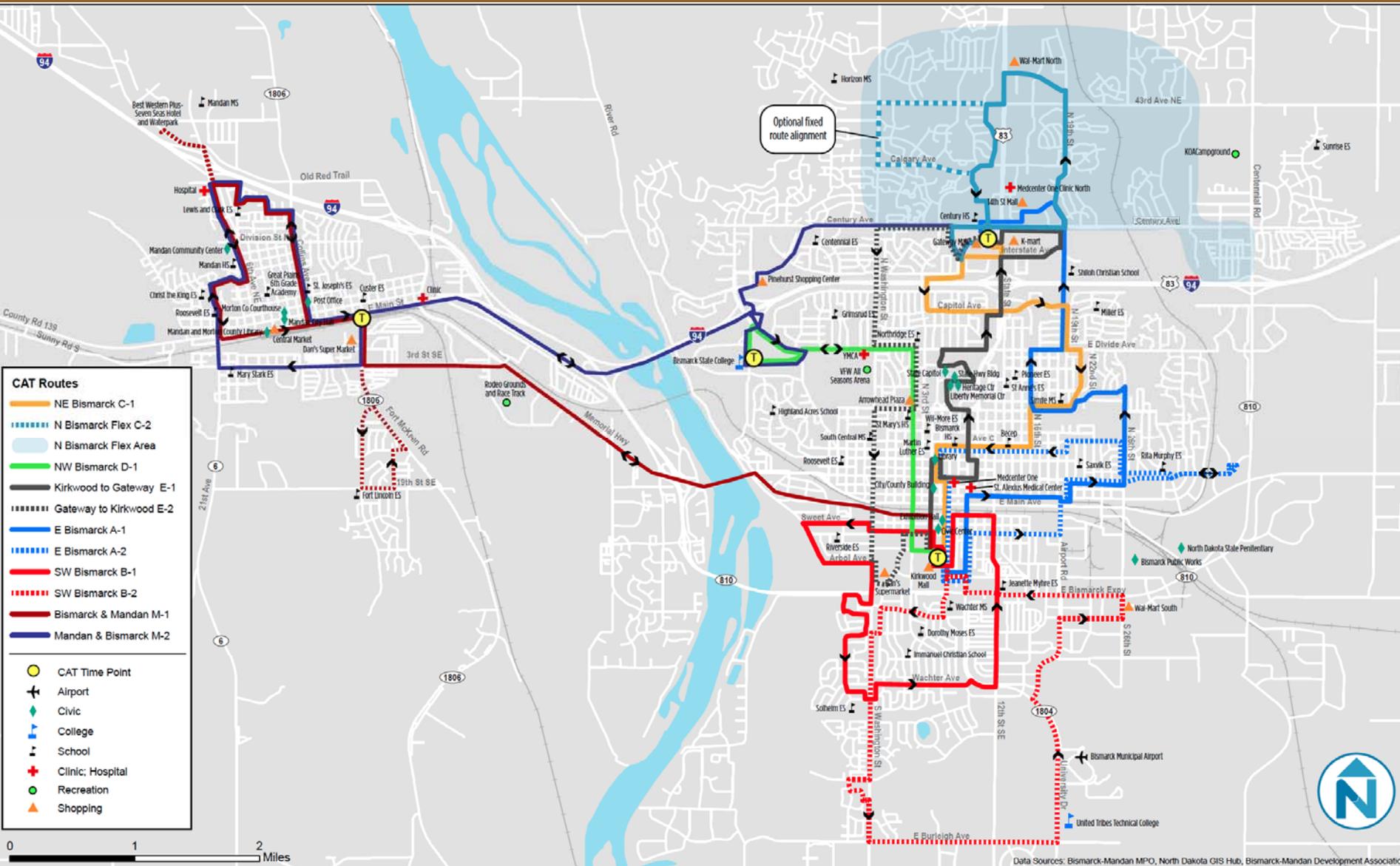
Fixed Route Service Recommendations

1. Option A. Moderate Revisions

- *Not recommended*
- Status quo funding
- Focus on eliminating unproductive route segments
- Minimize double transfers
- Improve and simplify service in Mandan
- De-emphasize service to elementary and middle schools



Option A. Moderate Revisions



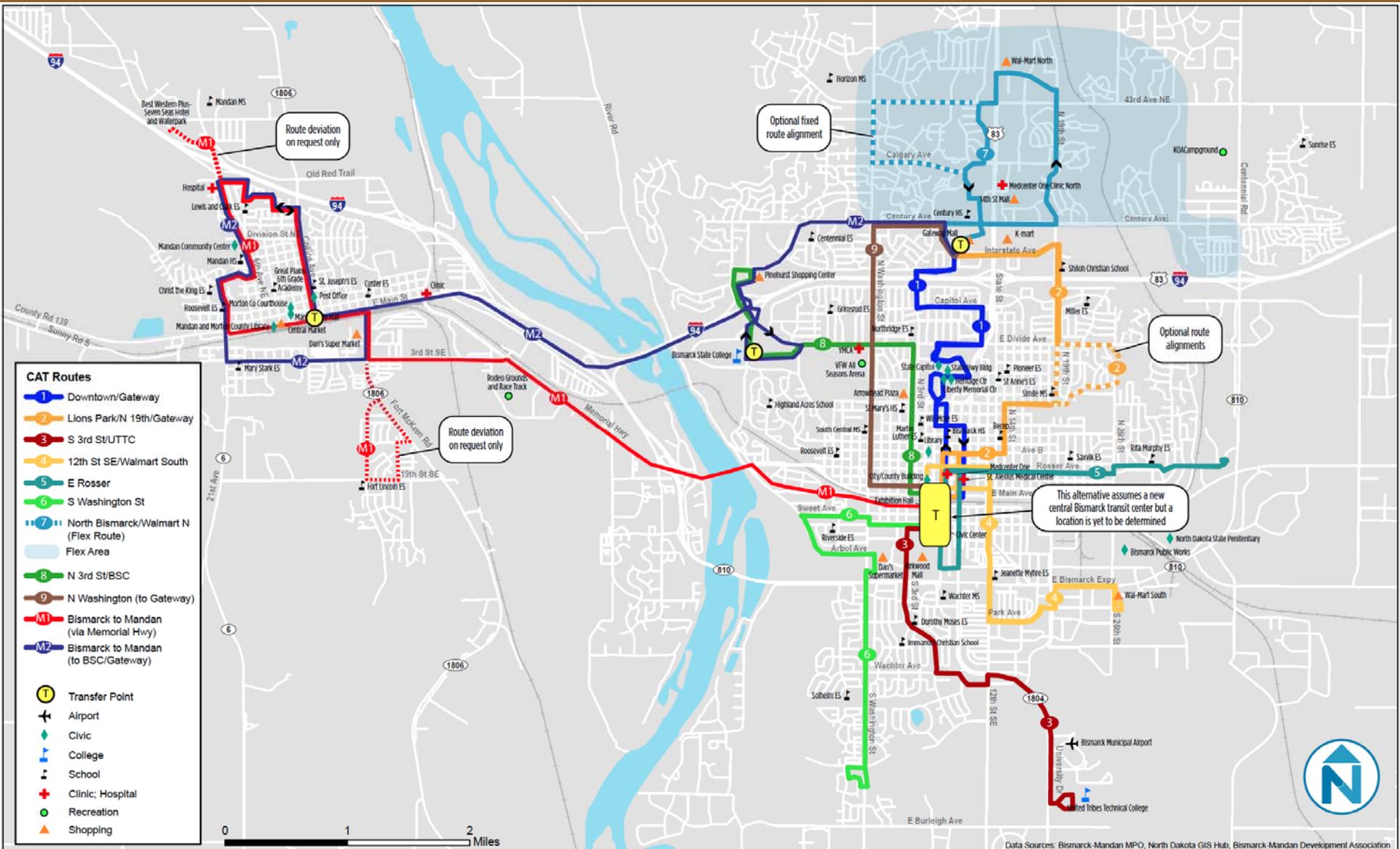
2. Option B. Significant Revisions

- *Recommended*
- Funding increase preferred
- Eliminate one-way loops
- Improve and simplify service in Mandan
- De-emphasize service to elementary and middle schools
- Change route naming convention
- Central transfer center, ideally in downtown Bismarck
- **New University of Mary route link**
- **New service to Lincoln**
- Later service hours
- Sunday service

2016
+ MORE
FUNDING



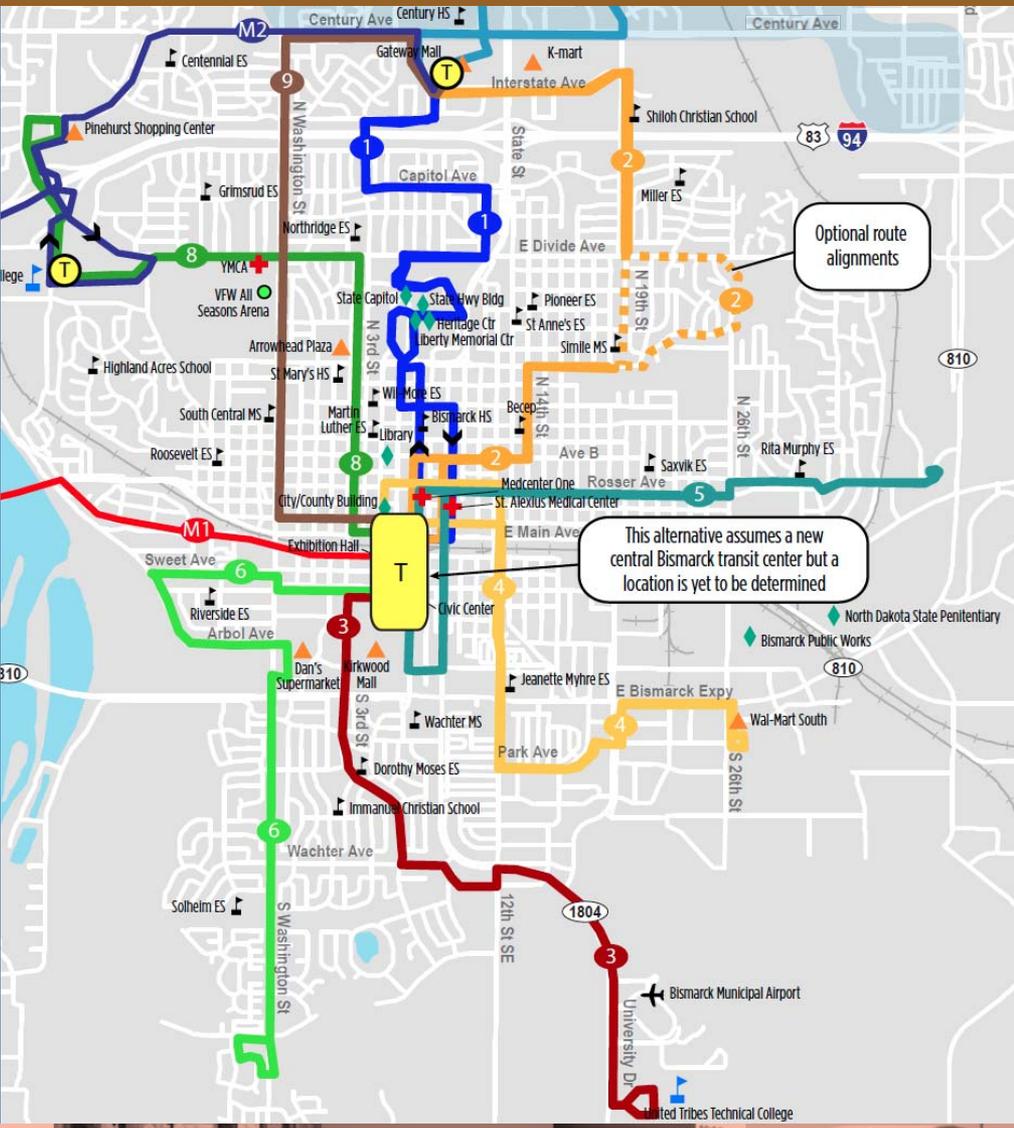
Option B. Significant Revisions



Option B. Significant Revisions

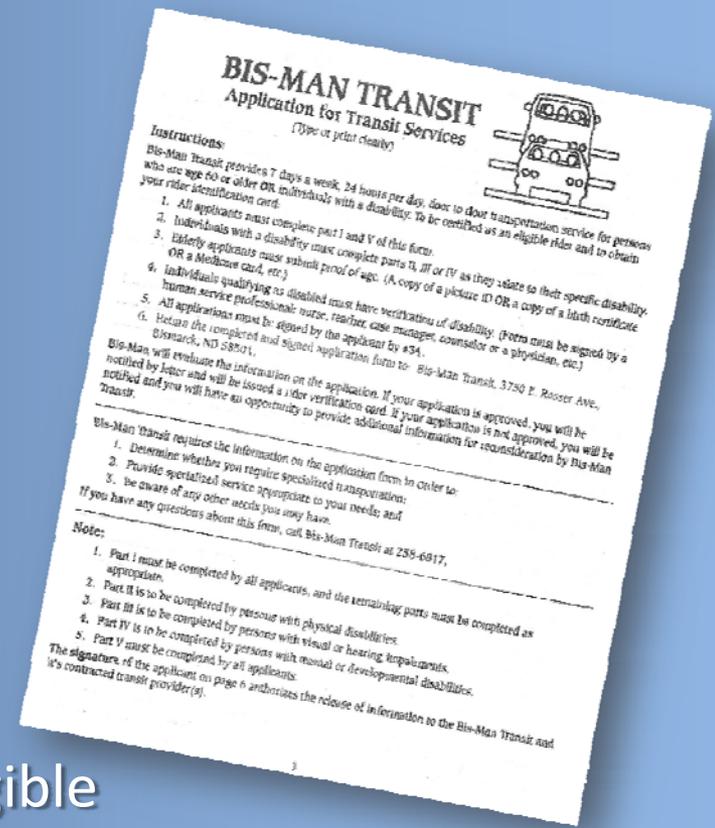
CAT Routes

- 1 Downtown/Gateway
- 2 Lions Park/N 19th/Gateway
- 3 S 3rd St/UTTC
- 4 12th St SE/Walmart South
- 5 E Rosser
- 6 S Washington St
- 7 North Bismarck/Walmart N (Flex Route)
- Flex Area
- 8 N 3rd St/BSC
- 9 N Washington (to Gateway)
- M1 Bismarck to Mandan (via Memorial Hwy)
- M2 Bismarck to Mandan (to BSC/Gateway)
- T Transfer Point
- Airport
- Civic
- College
- School
- Clinic; Hospital
- Recreation
- Shopping



Proposed Eligibility and Certification Strategies

- Revise Bis-Man paratransit eligibility criteria to be consistent with ADA requirements
- Revise Bis-Man paratransit certification process
- Identify those who are conditionally eligible
- Recertify Bis-Man paratransit users



Proposed Provision of Service Strategies

- Consistent service area for Bis-Man Paratransit and CAT
- Bis-Man Paratransit may continue to offer some forms of 'premium service' but set fares accordingly
- Purchase and implement accessible taxis
- Expand travel training



Expanded Funding Required for Recommended Option

Operating Costs	2012	2013	2014	2015	2016	2017
Service Hours						
Bis-Man Paratransit	45,732	43,000	41,000	39,000	37,000	35,000
CAT	19,787	31,400	31,400	31,400	35,150	35,150
Total Service Hours	65,519	74,400	72,400	70,400	72,150	70,150
Operating Service Costs						
Bis-Man Paratransit	\$1,773,212	\$1,717,300	\$1,686,548	\$1,652,406	\$1,614,697	\$1,573,238
CAT	\$1,100,712	\$1,799,123	\$1,853,096	\$1,908,689	\$2,200,737	\$2,266,759
Total Operating Costs	\$2,873,924	\$3,516,422	\$3,539,644	\$3,561,095	\$3,815,434	\$3,839,997
Operating Revenues						
Subtotal Operating Revenues	\$2,873,924	\$2,949,408	\$3,060,515	\$3,120,433	\$3,210,082	\$3,310,833
<i>Additional Funds Required to Balance the Budget</i>	<i>\$0</i>	<i>\$567,014</i>	<i>\$479,130</i>	<i>\$440,662</i>	<i>\$605,351</i>	<i>\$529,164</i>
Total Operating Revenues	\$2,873,924	\$2,949,408	\$3,060,515	\$3,120,433	\$3,210,082	\$3,310,833



Reallocation of Funding: Closing the Gap

Sample Strategy: Limit Service to ADA-Eligible Individuals Only

Service	Total Op Cost	Rev Hours	Cost / Hour	Passengers	Cost per Passenger	Passengers / Hour	Fare Revenues	Avg Fare
Paratransit	\$635,140	17,378	\$36.55	65,228	\$9.74	3.8	\$155,582	\$2.39
Fixed Route	\$1,037,527	19,787	\$52.43	158,296	\$6.55	8.0	\$81,738	\$0.52
Total	\$1,672,667						\$237,320	
Cost less Fare Revenues	\$1,435,347							
Additional Funds Available	\$798,189							
In CAT VSHs	15,223							



Reallocation of Funding: Closing the Gap

Sample Strategy: Double Fare for Premium (Non-ADA) Paratransit Trips

Service	Total Op Cost	Rev Hours	Cost / Hour	Passengers	Cost per Passenger	Passengers / Hour	Fare Revenues	Avg Fare
Paratransit	\$1,169,536	37,226	\$36.55	139,725	\$9.74	3.8	\$510,965	\$3.66
Fixed Route	\$1,360,538	19,787	\$52.43	137,790	\$8.12	6.5	\$71,150	\$0.52
Total	\$2,530,074						\$582,115	
Cost less Fare Revenues	\$1,947,959							
Additional Funds Available	\$285,577							
In CAT VSHs	5,446							

Assumes 30% reduction in non-ADA riders on paratransit, 10,000 shift to FR



Transportation Funding Opportunities

- Federal and State funds
- Human service and NEMT funding
- RSVP, Mandan Golden Age, Burleigh County Senior Center, United Way
- Bismarck State College and University of Mary U-Pass or College Pass



Downtown Transit Center

- **A New Downtown Transfer Center in Bismarck:** A separate transit center siting study or as part of a comprehensive downtown transportation plan that looks at integrating transit, parking policy, pedestrian and bicycle access, and roadway design.
 - Allows for timed connections.
 - Provides a comfortable passenger facility.
 - Promotes development and activity in downtown Bismarck.
 - Allows the fixed route system to grow.



Marketing Opportunities

- **Good marketing is in place.**
- **Opportunities to build on existing marketing:**
 - **Renaming Bis-Man Paratransit: CAT Paratransit, Access-a-CAT, Dial-a-CAT, P-CAT?**
 - **New route naming and numbering conventions (Number + Roadway)**
 - **Real-time public information and trip planning assistance**
 - **Continuing advertising, social media, travel training**



- Supermarkets, colleges, and senior centers in Mandan and Bismarck
 - CAT: People pleased with bidirectional, more frequent service concept
 - Want to see more buses, longer hours, Sunday service
 - Service to University of Mary
 - Positive about concept of college pass
 - Bis-Man Paratransit: Concerns from seniors not wanting to see age or fare increased
 - Wait time too long
 - Takes too long to get from one location to another



Next Steps

- Finish public outreach; include summary in Final Report
- Integrate comments/changes and address concerns in report
- Issue Final Plan in January 2012



ORDINANCE NO. 1106

AN ORDINANCE CHANGING THE NAMES OF CERTAIN STREETS OR PARTS THEREOF SITUATED WITHIN THE CITY OF MANDAN, MORTON COUNTY, NORTH DAKOTA.

BE IT RESOLVED By the Board of City Commissioners of the City of Mandan, Morton County, North Dakota, as follows:

SECTION 1. Name of Streets. The names of the following streets or parts thereof are hereby changed as set forth below; namely;

1. Morton Lane as platted in Big Sky Estates 3rd Addition in Section 16, Township 139N, Range 81W, in the City of Mandan, Morton County, North Dakota is hereby changed to "Jude Lane".

SECTION 2. Notice. The proper officials of the city are hereby directed to publish a copy of this ordinance in the Mandan News, the official newspaper, for two successive weeks and take such further action in the premise as they may deem necessary or desirable.

President, Board of City Commissioners

Attest:

City Administrator

Publication Dates:	<u>November 25 & December 2, 2011</u>
Public Hearing:	<u>December 6, 2011</u>
First Reading:	<u>December 6, 2011</u>
Second Reading:	<u>December 20, 2011</u>
Publication Date:	<u>January 13, 2012</u>

