

AGENDA
MANDAN CITY COMMISSION
JANUARY 8, 2013
ED "BOSH" FROEHLICH MEETING ROOM,
MANDAN CITY HALL
5:30 P.M.
www.cityofmandan.com

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- A. ROLL CALL:
1. Roll call of all City Commissioners and Department Heads.
- B. MINUTES:
1. Consider approval of the minutes from the December 18, 2012 Board of City Commission meeting.
- C. PUBLIC HEARING:
1. Consider approval of Riverwood Commercial Park 3rd Zone Change. (First consideration of ordinance #1139)
- D. BIDS:
1. Consider the bid for Street Improvement District 163 Project # 2012-01, Water and Sewer Improvement District 61 Project# 2012-24 and Storm Sewer District 32 Project 2012-23. (Sunset Drive NW).
- E. CONSENT AGENDA:
1. Consider authorizing a work change order on Street Improvement District No. 173, Project No. 2012-14 (Meadow's 5th Addition).
 2. Consider authorizing a work change order on Street Improvement District No. 174, Project No. 2012-16 (Plainview Heights 13th Addition).
 3. Consider approval of street name Douglas Lane SE changed to Verity Lane SE. (*First consideration of ordinance 1138*)(*Resolutions and Ordinances: No. 3*).
 4. Consider confirmation of special assessments for Storm Sewer Improvement District #28, Street Improvement District #155-Area A, Street Improvement District #155-Area B, Street Improvement District #156-Area A, Street Improvement District #156-Area B, Street Improvement District #156-Area C, Street Improvement District #162, and Water & Sewer Improvement District #57.
 5. Consider amendment to Cost Participation & Maintenance Agreement with ND Dept. of Transportation for microsurfacing Memorial Highway.
 6. Consider annual leave carryover allowance for Planning & Engineering Project Manager Fettig.
 7. Consider re-appointment to Renaissance Zone Committee

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8. Consider the following abatements:
 - i. Quinn Messer – New Construction & Veteran's Exemption
 - ii. Todd Brady – New Construction Exemption
 - iii. Boilermakers Lodge 647 – Nonprofit Lodge Exemption
 - iv. Barry Koch – New Construction Exemption
 - v. Basin Electric Power Co. – Subject to "in lieu" Taxes
 - vi. Esther Rasch – Blind Exemption
 - vii. Steve Mariner – Reduction in Land Value
 - viii. Steve Barreth – Reduction in Structure Value
 - ix. Carol Jorgenson – Reduction in Structure Value
 - x. Richard Tentis – Reduction in Structure Value
 - xi. Jeff & Tara Hatzenbuhler – Disabled Veteran's Exemption
 - xii. Roger Cahoon – True & Full Value
 - xiii. Mike & Kari Hatzenbuhler – Correction in Assessment Value
 - xiv. Curtiss Kovash – Correction in Assessment Value
 - xv. Loretta Joerz – Homestead Credit Exemption
 - xvi. Kevin Trehus – Homestead Credit Exemption
 - xvii. Mary Kaye Mann – Reduction in Structure Value

F. OLD BUSINESS:

1. Consider proposals for redevelopment of city-owned property at corner of Collins Ave & Main Street

G. NEW BUSINESS:

H. RESOLUTIONS AND ORDINANCES:

1. Consider second consideration and final passage of Ordinance No.1136 Zone Change for Christianson's 1st Addition – An ordinance to amend and reenact section 21-03-02 of the Mandan Code of Ordinances relating to District Boundaries and Zoning Map.
2. Consider second consideration and final passage of Ordinance 1137, An ordinance annexing certain adjoining lands to the City of Mandan, North Dakota, and extending the corporate boundaries thereof (tract of land being a part of S21-T139N-R81W).
3. *Consider first consideration of Ordinance No.1138 to change street name Douglas Lane SE to Verity Lane SE. –An Ordinance changing the name of certain street or parts thereof situated within the City of Mandan, Morton County, North Dakota.*
4. *Consider first consideration of Ordinance No.1139 Zone Change for Riverwood Commercial Park 3rd Addition – An ordinance to amend and reenact section 21-03-02 of the Mandan Code of Ordinances relating to District Boundaries and Zoning Map*

I. OTHER BUSINESS:

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- J. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS:
1. January 15, 2013
 2. February 5, 2013
 3. February 19, 2013 – 5:00 p.m.
- K. ADJOURN

Departmental planning meeting will be held the Monday prior to the Commission meeting, all Commissioners are invited, noon, former Morton County Library 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.

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The Mandan City Commission met in regular session at 5:30 p.m. on December 18, 2012 in the Ed “Bosh” Froehlich Room at City Hall, Mandan, North Dakota. Commissioners present were Van Beek, Tibke, Rohr, Frank, and Braun. 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 Fettig, and City Assessor Barta.

MINUTES:

1. *Consider approval of the following minutes from the Board of City Commission meetings held on December 4, 2012 – Regular meeting* Commissioner Tibke moved to approve the minutes of the December 4, 2012 Regular meeting. Commissioner Frank seconded the motion. The motion received unanimous approval of the members present. The motion passed.

PUBLIC HEARING:

1. *Consider approval of Christianson’s 1st Addition Zone Change (First consideration of ordinance #1136).* Kim Fettig, Engineering Project Manager, presented a request from Kenneth Lohstreter and Pace Lodging to change the zoning of Christianson’s 1st Addition from A (Agricultural) to RM (Multi-Family Residential). She stated that the Messiah Lutheran Church is to the east of the property and they have no opposition to the zone change request. The Engineering Office recommended approval of the request.

Mayor Van Beek announced that this is a public hearing for approval of Christianson’s 1st Addition Zone Change (First consideration of ordinance #1136) and invited comments from the public. A second announcement was made to invite comments from the public. Hearing none, this portion of the public hearing was closed.

2. *A public hearing to determine the insufficiency of protests for Street Improvement District No. 163, Project 2012-01(Sunset Drive NW). See Resolution No. 5.* Kim Fettig, Engineering Project Manager, stated that 26 letters were received in protest to the special assessments for the subject property. She stated that represents less than one-half percent of the district that is eligible to be special assessed for the benefits of the project and is below the 50% required to protest out the district which represents an insufficient amount to protest out the subject district. The Engineering Office recommended approval of the request.

Mayor Van Beek announced that this is a public hearing to determine the insufficiency of protests for Street Improvement District No. 163, Project 2012-01(Sunset Drive NW) and invited comments from the public. A second announcement was made to invite comments from the public. Hearing none, this portion of the public hearing was closed.

BIDS:

1. *Consider award of bid for Water and Sewer Improvement District No. 60, Project 2012-21 (McKenzie Drive SE). See Resolution No. 2.* Engineering Project Manager

Fettig stated this project was approved at a previous meeting. She indicated that bids were received on 11/30/12 and the low bidder was Markwed Excavating, Inc. in the amount of \$214,980. The engineer's estimate was \$192,078.31. This project will be paid for by special assessments from the benefiting properties within the district. Fettig explained that the engineer's estimate information comes from the engineer assigned to the project and in this project it was Kadrmas, Lee and Jackson. City Attorney Brown clarified that the engineer's estimate is arrived at by the city engineer or a comparable engineer employed by the city. It does not have to be a city engineer that is on staff.

Commissioner Frank moved to approve the award of bid for Water and Sewer Improvement District No. 60, Project 2012-21 (McKenzie Drive SE) to Markwed Excavating Inc. in the amount of \$214,980. Commissioner Rohr seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

CONSENT AGENDA:

1. *Consider approval of monthly bills.* The Board approved of the monthly bills.
2. *Consider approval of a site authorization for Horse Race North Dakota at Dean's Steakhouse, LLC from January 1, 2013 through June 30, 2013.* The Board approved of a site authorization for Horse Race North Dakota at Dean's Steakhouse, LLC from January 1, 2013 through June 30, 2013.
3. *Consider Police Department Budget Amendment Requests for the 2012 to 2013 Budget.* The Board approved of the Police Department Budget Amendment Requests for the 2012 to 2013 Budget.
4. *Consider the execution of engineering agreements with AE2S for 2013 Sewer Improvements.* The Board approved of the execution of engineering agreements with AE2S for 2013 Sewer Improvements.
5. *Consider approval of the revised Capital Assets Policy.* The Board approved of the revised Capital Assets Policy.
6. *Consider the annexation of a tract of land owned by Kenneth Lohstreter, being a part of the NW ¼ of Section 21, Township 139N, Range 81W. (First consideration of ordinance #1137).* The Board approved of the annexation of a tract of land owned by Kenneth Lohstreter, being a part of the NW ¼ of Section 21, Township 139N, Range 81W. (First consideration of ordinance #1137)
7. *Consider closing Administrative offices Christmas Eve morning.* The Board approved of closing Administrative offices Christmas Eve morning.
8. *Consider abatement for Richard Frohlich - new construction.* The Board approved of the abatement for Richard Frohlich - new construction.
9. *To consider the Cost Participation, Construction, and Maintenance Agreement from the North Dakota Department of Transportation for the asphalt overlay of the existing Mandan Millennium Trail and the request from the Mandan Parks and Recreation District for the City of Mandan to special assess the Park District for the City's cost share of the Project.* The Board approved of the Cost Participation, Construction, and Maintenance Agreement from the North Dakota Department of Transportation for the asphalt overlay of the existing Mandan Millennium Trail and the

request from the Mandan Parks and Recreation District for the City of Mandan to special assess the Park District for the City's cost share of the project.

10. *Consider liquor license application for Class WB for Bird Dog Brewing LLC at 1005 E. Main St.* The Board approved of the liquor license application for Class WB for Bird Dog Brewing LLC at 1005 E. Main St.

11. *Consider entering into an agreement with ND Youth Correctional Center for winter snow removal.* The Board approved of entering into an agreement with ND Youth Correctional Center for winter snow removal.

12. *Consider Amendment to the Cost Participation, Construction, and Maintenance Agreement from the North Dakota Department of Transportation for the Riverwood Area Shared Use Path Project.* The Board approve of the amendment to the Cost Participation, Construction, and Maintenance Agreement from the North Dakota Department of Transportation for the Riverwood Area Shared Use Path Project.

Commissioner Tibke moved to approve the Consent Agenda as presented. Commissioner Rohr seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

OLD BUSINESS:

1. *Consider Growth Fund Committee recommendation for revisions to commercial property tax exemption policy and guidelines.* Business Development and Communications Director Huber stated this matter was before this Board on December 4, 2012, and was tabled at that time in order to allow the members additional time to review the contents of the three-tiered policy that was proposed. The task force consisted of members from the Mandan City Commission and Mandan Growth Fund Committee. It was the consensus of the group that the criteria contain significant measurable benefits that include: Job Creation, Job Quality, Increased Local Use Taxes and Filling Market Gaps and then three Tier Level categories were created as follows:

Tier No. 1: Base Level/Tier 1-100% exemption for 2 years

Tier No. 2: Intermediate Level/Tier 2-Exemption of 100% for 2 years, 75% year 3, 50% year 4, 25% year 5

Tier No. 3: Top Level/Tier 3-100% exemption for 5 years

Huber reviewed the Measurable Benefits protocol giving examples of how each of the tiers would apply to a business. She noted that for consideration it is a recommendation that if an applicant would qualify for the first two tiers that they would be moved to Tier No. 3 for consideration. She stated that the process in getting to this point has involved two meetings held with the City Commission and Mandan Growth Fund and then the subcommittee was appointed. The subcommittee met one time and looked at a sample proposal and then referred a draft to the full Growth Fund Committee. So there were two meetings beyond the full committee for a total of four meetings to get to this point. Commissioner Braun stated there was a lot of time put into this project to make it more directly focused per the directives of the City Commission. He mentioned that at the end of the fourth session, the subcommittee felt this was a good plan. He indicated there should be stringent criteria to meet the level Tier 3. Commissioner Rohr stated that this

plan offers flexibility and that it is subject to change at any given point in the future. Also the apartment complex exemption piece has been removed from this plan. He pointed out that one thing the City is not doing is investing in infrastructure. We are not taking tax payer money to pay for infrastructure in areas of the City by giving the example that the City is not paying for infrastructure costs up front with the possibility of never recouping those costs. He stated he feels the City is heading in the right direction with the revisions recommended to this policy as proposed.

Commissioner Frank commented that it is important that the City consider how these exemptions are granted and should be objective no matter what kind of policy is available. She feels it is important to offer incentives to attract businesses to the community. One concern she has is the continuation of the 5 year 100% tax exemption. She also commented that it is apparent that one of the issues brought up is the lack of consistency when granting exemptions. She received feedback and gave examples of those suggestions. She stressed the importance of consistency with whatever plan is adopted. Commissioner Rohr commented that his recommendation is that consideration be given to the “qualifications” of those who apply for the exemption within the criteria required and the task would be to determine how they fit into the community, etc.

Business Development & Communications Director Huber commented that the “over-arching” factor to be considered is whether or not there is unfair competition such as if the qualifications are met but then public input, (for example), provides comments that should or could be taken into consideration regarding the request for property tax exemption. Also proposed are other notations regarding impacts or limitations and these are to be weighed when determining whether or not a business should get an exemption and if there is a debate between the tier levels. There are both positive and negative impacts in the list outlined. Some new components were inserted into the revised draft. She reviewed the pros and cons of the “location” opportunities. Commissioner Tibke stated that she is interested in keeping all three tier levels so that the Commission has a variety of tools to use. She commented that primary sector businesses draw wealth to a community and that is what she would like to see. Commissioner Braun agree with Commissioner Tibke’s comments and stated that he would be willing to go back to the subcommittee and tighten up any areas that the commission feels is necessary.

Commissioner Tibke stated that she is willing to pass what has been presented and that if at some point in the future an item needs to be revisited that could be done. Commissioner Frank cautioned the Commission not to rush into approving this policy if they are not fully satisfied with it, pointing out that if it is approved that Development Director Huber will have to be completely comfortable with using it as a tool to attract future developments to the City of Mandan. Huber stated that she is comfortable with the policy as written and that the Bismarck Mandan Development Association and the Lewis and Clark Regional Development Council have both been supportive and instrumental with providing input into this policy. Commissioner Tibke stated that the policy appears to have been well planned out and that she would recommend approving it as written. Commissioner Rohr commented that the application form is very comprehensive and gives the reviewers a good review of what the company, entity or enterprise is seeking. It

will still go through the Growth Fund Committee and the regular process. Mayor Van Beek stated that this policy enhances the policy already in place and offers a tier level plan. He stated he is confident with it as proposed. He concurred with Commissioner Frank's recommendation that consistency is an important key factor.

Commissioner Braun moved to adopt the Growth Fund Committee recommendation for revisions to commercial property tax exemption policy and guidelines as presented. Attorney Brown commented (as an ex-officio non-voting member) of the Growth Fund Committee that this policy will make it much more efficient from the applicant's standpoint and from the Growth Fund Committee's standpoint in arriving at a decision as to what to recommend to the Board. Commissioner Frank stated that she is in agreement that the policy will aid those who are interested in obtaining a tax exemption; however, she stated she does not support the 5 year 100% tax exemption.

Mayor Van Beek announced that there is a motion and second before the Board to approve the revisions to the commercial property tax exemption policy and with that he requested a roll call vote. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: No; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

NEW BUSINESS:

1. *Consider approval of a Class D1 Liquor license for transfer from Dakota Express to Red Carpet Carwash, Inc. at 2901 Memorial Highway from Jan. 1, 2013 to June 30, 2013.* City Administrator Neubauer reviewed with the Board a request from Heart River Partners LLP dba Dakota Express to transfer the Class D1 Liquor license to Red Carpet Car Wash, Inc. Commissioner Frank moved to approve the transfer of a Class D1 Liquor license from Dakota Express to Red Carpet Carwash, Inc. at 2901 Memorial Highway from Jan. 1, 2013 to June 30, 2013. Commissioner Braun seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

2. *Consider approval of Stephanie Smith to the Mandan Architectural Review Commission.* City Assessor Barta presented for approval the appointment of Stephanie Smith to the Mandan Architectural Review Commission (MARC) for a three year term commencing January 1, 2013. Commissioner Frank moved to approve the appointment of Stephanie Smith to the Mandan Architectural Review Commission for a three year term commencing January 1, 2013. Commissioner Rohr seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

3. *Consider contract with Stantec Consulting Services Inc. for a comprehensive plan for the City of Mandan and Mandan Park District.* City Administrator Neubauer reviewed with the Board consideration to enter into a contract with Stantec Consulting Services, the Park District contribution will be \$20,000 and the City will contribute \$100,000. Neubauer reviewed the 14-month plan timeline and stated that it will involve the public in much of the process going forward.

Commissioner Frank moved to approve the contract with Stantec Consulting Services Inc. for a comprehensive plan for the City of Mandan and Mandan Park District. Commissioner Tibke seconded the motion.

Commissioner Frank commented that this is a wise investment on behalf of the City of Mandan and commented that she has been in contact with the City of Minot who utilized Stantec services recently and stated they were very satisfied with the results of their plan. Administrator Neubauer concurred with Commissioner Frank's comment stating that he too has heard good reviews of Stantec Consulting Services. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

4. *Introduction of new employee, Steve Roe, Assessing and Building Inspection.*

City Assessor Barta introduced Steve Roe as a new employee as an Appraiser/Inspector/Journeyman Plumber. He has 30 years experience in plumbing and grew up in Bismarck. He has worked in Billings, Montana and Fargo before coming to work for the City of Mandan.

RESOLUTIONS & ORDINANCES:

1. *Consider first consideration of Ordinance No.1136 Zone Change for Christianson's 1st Addition – An ordinance to amend and reenact section 21-03-02 of the Mandan Code of Ordinances relating to District Boundaries and Zoning Map.*

Commissioner Tibke moved to approve the first consideration of Ordinance No.1136 Zone Change for Christianson's 1st Addition – An ordinance to amend and reenact Section 21-03-02 of the Mandan Code of Ordinances relating to District Boundaries and Zoning Map. Commissioner Rohr seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

2. *Consider Resolution Approving Contract and Contractor's Bond for Water and Sewer Improvement District No. 60, Project 2012-21(McKenzie Drive SE).*

Commissioner Rohr moved to approve the Resolution Approving Contract and Contractor's Bond for Water and Sewer Improvement District No. 60, Project 2012-21(McKenzie Drive SE). Commissioner Braun seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

3. *Consider first consideration of Ordinance 1137, An ordinance annexing certain adjoining lands to the City of Mandan, North Dakota, and extending the corporate boundaries thereof (tract of land being a part of S21-T139N-R81W). SEE: Approval under Consent Agenda Item No. 6.*

4. *Consider a Resolution of Amendment Authorizing the Issuance of Water Improvement Interim Certificates of 2010, Series A and Water Improvement Revenue Bonds of 2010, Series A, and the State Revolving Fund Program Loan Agreement with the North Dakota Public Finance Authority for the Residuals Management Facility at the*

Water Treatment Plant. Finance Director Welch stated that the purpose of this Resolution is to convert the interim financing to permanent financing. This is not new debt rather this is an existing debt requirement of the loan with the state that it be converted into long term financing because the project is now fully funded and completed.

Commissioner Tibke moved to approve a Resolution of Amendment Authorizing the Issuance of Water Improvement Interim Certificates of 2010, Series A and Water Improvement Revenue Bonds of 2010, Series A, and the State Revolving Fund Program Loan Agreement with the North Dakota Public Finance Authority for the Residuals Management Facility at the Water Treatment Plant. Commissioner Rohr seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

5. *Consider a Resolution determining the sufficiency of protests for Street Improvement District No. 163, Project 2012-01 (Sunset Drive NW).* Commissioner Frank moved to approve a Resolution determining the sufficiency of protests for Street Improvement District No. 163, Project 2012-01 (Sunset Drive NW). Commissioner Braun seconded the motion. Commissioner Frank requested a summary of the reasons for the oppositions received. Engineering Project Manager Fettig replied that most concerns received inquired if the property owner was a part of the Collins project. She stated they went back to check and found that some of those who submitted a protest were aware they would be pulled from the Sunset project because of the overlap. Other residents were concerned there have been too many assessments in that area. Commissioner Frank inquired if there were any supplements available to try to help accommodate the traffic in that area? Fettig replied the street will be widened by 4 feet or there will be a turn lane and parking would only be allowed on one side of the street.

Commissioner Frank stated that one of the questions that came up is why this project was not assessed city-wide considering how Sunset and Sixth Street are major thoroughfares. Fettig replied that in all fairness, the other projects were not assessed city-wide, thus it would not be fair to assess this one in that respect.

Finance Director Welch stated that as far as City participation for that project there is a local share of approximately 20%. The City is picking up 50% of that local share and in a round-about way that is city-wide and the remaining 10% is special assessed to residents. The reason the city-wide assessment is not implemented is because once the district is in place – if the population increases to 500 or 1,000 people in a couple years, the new residents in the new developments that are not part of the district will not pay a dime, even though they benefit or could benefit from that infrastructure improvement. The City has gone away from city-wide assessments because that fixes who gets assessed versus using the property taxes as a way of a help supplement. Fettig stated that the residents were notified of their cost assessment within the letter that was sent out.

A letter of protest was received from Susan Beehler, a Mandan resident (unable to attend this meeting): **Testimony for hearing on District 163 and Resolution Number 5 on Agenda for City Commission Meeting December 18, 2012.** I am unable to attend in person the hearing for this District 163. I would like this written testimony to be read if possible during the meeting and to be part of the public record. According to Century Code **40-22-09. Size and form of improvement districts - Regulations governing.** Any improvement district created by a municipality may embrace two or more separate property areas. Each improvement district shall be of such size and form as to include all properties which in the judgment of the governing body, after consultation with the engineer planning the improvement, will be benefited by the construction of the improvement project which is proposed to be made in or for such district, or by any portion or portions of such project. A single district may be created for an improvement of the type specified in any one of the subsections of section 40-22-01, notwithstanding any lack of uniformity among the types, items, or quantities of work and materials to be used at particular locations throughout the district. The jurisdiction of a municipality to make, finance, and assess the cost of any improvement project shall not be impaired by any lack of commonness, unity, or singleness of the location, purpose, or character of the improvement, or by the fact that any one or more of the properties included in the district is subsequently determined not to be benefited by the improvement, or by a particular portion thereof, and is not assessed therefor. There may be omitted from a water or sewer district, in the discretion of the governing body, properties within the corporate limits which are benefited by the improvement therein but do not abut upon a water or sewer main, without prejudice to the right and power of the municipality subsequently to assess such properties to the extent and in the manner permitted by law. The governing body may by resolution enlarge an improvement district in which an improvement is proposed. My comments refer to the highlighted areas of the Century code. Who is the consulting engineer, since we do not have an engineer for our city? How was the district size determined? If my property is to benefit, than why wouldn't the Lewis and Clark School also benefit they are only several feet from my home? Also in this day and age of technology, Google maps, I would think our city could publish a much better map for this district. A map should have North, South and East, West label. Streets should be labeled correctly, according to the map I live on 4th St not 14th St. As commissioners you should be able to find any constituents property on this map my home is 702 14th St NW, can you find it? If not the needed information has been omitted from the map. If you start with an inaccurate map how can we be sure our assessment is correct? Sunset Drive is a major arterial and one of the only means of entry into our center of the city and an exit off I94. It connects several schools, it is the gateway to the newly tax exempt property development of Wal-Mart, yet Wal-Mart is excluded from the special assessment, without Sunset Drive there would be one less way to get to Wal-Mart. As commissioners two assessments have been approved for this area with many protesting the past assessment. The city's special assessment revenue has now exceeded the property tax revenue. If our city is growing, then our tax base is increasing than our taxes should be going down or stabilizing instead our taxes and specials continue to increase. How much is an individual property owner supposed to bear? Everyone uses Sunset Drive; I ask the city to make the resolution for a citywide assessment and do not make a little over 400 properties bear the burden for a street used by all property owners. My

comments for the property tax exemption policy: Again our city's special assessment revenue has now exceeded the property tax revenue. This means to me it is certain property owners singled out to pay for the growth. When the tax base is reduced by exemptions, this means the rest of the property owners have to pick up the costs for those not paying. A community is built on the loyalty of the residents, yet our residents are being forced to gamble the property tax revenue on business ventures. What happened to capitalism? A property tax exemption policy needs major accountability. With the oil boom and the lack of housing, we should not have to be giving incentives and if we do than a return of the taxpayers revenue by a decrease in property tax should be forthcoming, if it is not than the policy is not benefiting the public as much as the individual property owner receiving the exemption. Every dollar I have to pay in property tax for another property tax exemption, is one less dollar I have to invest in my business or my property. Sent by: Susan Beehler 701 220-2297.

Mayor Van Beek announced there has been a motion and a second to approve a Resolution determining the sufficiency of protests for Street Improvement District No. 163, Project 2012-01 (Sunset Drive NW). He called for a roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Frank: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

OTHER BUSINESS:

1. Commissioner Frank commented that the opportunity for residents to have an impact on affordable housing and housing in the City of Mandan, – there is a project that is pending – Yegen Development is looking to renovate the former Mandan Junior High building and they are trying to take advantage of North Dakota's Housing Incentive Fund (HIF). There is an opportunity for residents and business owners to get dollar for dollar state income tax reduction as long as they contribute to the housing incentive fund. A designation to certain cities is an option that is available.

2. Administrator Neubauer reported the following:

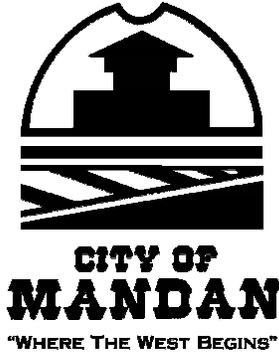
(i) The City acknowledged receiving comments from Susan Beehler, a Mandan City resident regarding the property tax exemption policy and her testimony is on file in the City Administrator's office.

(ii) Regarding the Collins and Main proposals: The City has communicated the Boards wishes with Dakota Commercial Partners. A request was also received from BNC Bank for additional time as they work through a possible revision to their plans. They were given until January 3, 2013, and those revisions will be brought to the Commission meeting on January 8, 2013.

On behalf of the City Commission, Commissioner Braun extended Christmas greetings to all and a prosperous New Year. There being no further actions to come before the Board of City Commissioners, Commissioner Frank moved to adjourn the regular meeting at 6:40 p.m. Commissioner Tibke seconded the motion. The motion received unanimous approval of the members present. The motion passed.

James Neubauer,
City Administrator

Arlyn Van Beek,
President, Board of City
Commissioners



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 31, 2012
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Kim Fettig, Project Manager
PRESENTER: Kim Fettig, Project Manager
SUBJECT: Consider a change of zoning of Riverwood Commercial Park 3rd Addition and Lot 3, Block 2 of Riverwood Commercial Park 1st Addition

STATEMENT/PURPOSE: Request to change the zoning of Riverwood Commercial Park 3rd Addition and Lot 3, Block 2 of Riverwood Commercial Park 1st Addition.

BACKGROUND/ALTERNATIVES: Request by Riverwood Commercial Park LLC, Farland Properties LLC, Bowers Excavating, Art Mariner and Skytland Fleck Enterprise LLC for a change of zoning from MB (Heavy Industrial/Heavy Commercial) to MA (Light Non-Nuisance Industrial/Heavy Commercial). The Planning & Zoning Commission approved the zone change on December 19, 2012.

ATTACHMENTS: 1. Office Report
2. Map
3. Ordinance

FISCAL IMPACT: Minimal

STAFF IMPACT: Minimal

LEGAL REVIEW: All of my commission data has been forwarded to the City Attorney for his review.

SUGGESTED MOTION: To approve the zone change to MA (Light Non-Nuisance Industrial/Heavy Commercial).

Board of City Commissioners

Agenda Documentation

Meeting Date: January 8, 2013

Subject: Riverwood Commercial Park 3rd and Lot 3, Block 2 of Riverwood Commercial Park 1st zone change from MB (Heavy Industrial/Heavy Commercial) to MA (Light Non-Nuisance Industrial/Heavy Commercial).

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MANDAN PLANNING OFFICE REPORT

January 2, 2013

Applicant(s): Riverwood Commercial Park LLC, Farland Properties LLC, Bowers Excavating, Art Mariner, Skytland Fleck Enterprise LLC

Owner(s): same

Requested Action: Zone Change Approval

Name of Subdivision: Riverwood Commercial Park 3rd and Lot 3, Block 2, Riverwood Commercial Park 1st

Legal Description: All of Riverwood Commercial Park 3rd & Lot 3, Block 2, of Riverwood Commercial Park 1st in Section 26, Township 139N, Range 81W.

Located: Memorial Highway and Riverwood Avenue SE

Parcel Acreage:

Existing Land Use: vacant and body shop

Proposed Land Use: commercial shops and body shop

Adjacent Land Use: Riverwood RV and commercial shop

Existing Zoning: MB (Heavy Industrial/Heavy Commercial)

Proposed Zoning: MA (Light Non-Nuisance Industrial/Heavy Commercial)

Adjacent Zoning: MB (Heavy Industrial/Heavy Commercial) & CB Restricted (Heavy Commercial/25' set back)

Fee(s) Required: \$250.00 Date Received: November 26, 2012

Adjacent Property Owner Notification: December 31, 2012

Dates of Legal Notices: December 28, 2012 and January 4, 2013

Board of City Commissioners

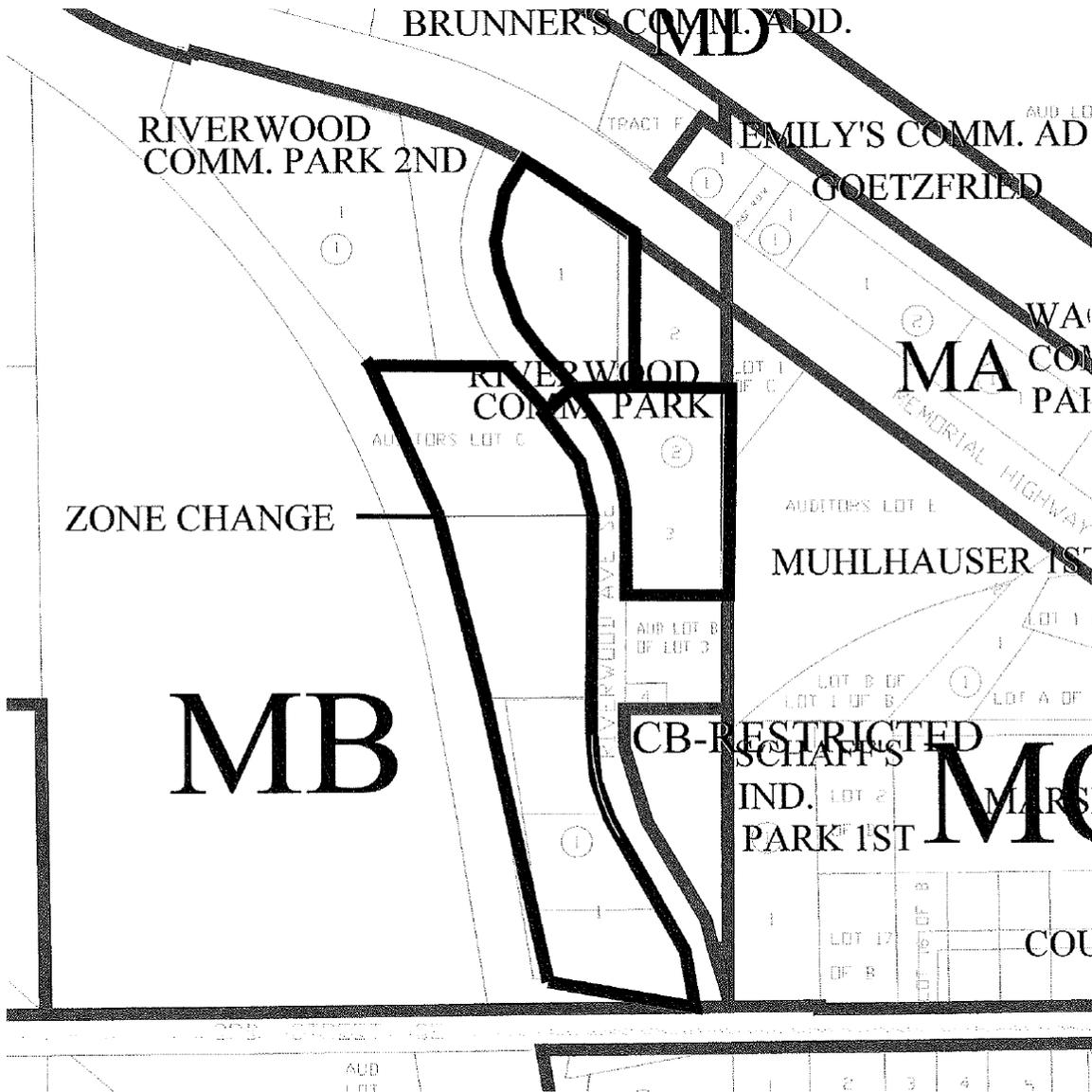
Agenda Documentation

Meeting Date: January 8, 2013

Subject: Riverwood Commercial Park 3rd and Lot 3, Block 2 of Riverwood Commercial Park 1st zone change from MB (Heavy Industrial/Heavy Commercial) to MA (Light Non-Nuisance Industrial/Heavy Commercial).

Page 3 of 4

Recommendations: The Planning Office recommends approval.



Board of City Commissioners

Agenda Documentation

Meeting Date: January 8, 2013

Subject: Riverwood Commercial Park 3rd and Lot 3, Block 2 of Riverwood Commercial Park 1st zone change from MB (Heavy Industrial/Heavy Commercial) to MA (Light Non-Nuisance Industrial/Heavy Commercial).

Page 4 of 4

ORDINANCE NO. 1139

AN ORDINANCE TO AMEND AND REENACT SECTION 21-03-02 OF ORDINANCE 1088 OF THE MANDAN CODE OF ORDINANCES RELATING TO DISTRICT BOUNDARIES AND ZONING MAP.

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

SECTION 1. AMENDMENT. Section 21-03-02 of the Mandan Code of Ordinances is amended to read as follows:

The following described property located within the City of Mandan, Morton County, North Dakota shall be excluded from the MB (Heavy Industrial/Heavy Commercial) and shall be included in the MA (Light Non-Nuisance Industrial/Heavy Commercial) zoning namely,

All of Riverwood Commercial Park 3rd Addition and Lot 3, Block 2, of Riverwood Commercial Park 1st Addition of Section 21, Township 139N, Range 81W, City of Mandan, Morton County, North Dakota

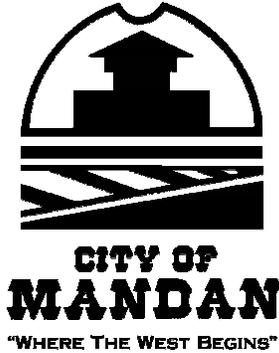
and as so amended said section is hereby reenacted. The city administrator is authorized and directed to make the necessary changes upon the official zoning map of the city in accordance with this section.

President, Board of City Commissioners

Attest:

City Administrator

Public Hearing:	<u>December 19, 2012</u>
First Consideration:	<u>January 8, 2013</u>
Second Consideration and Final Reading:	<u>January 15, 2013</u>
Publication Date:	_____
Recording Date:	_____



Bid No. 1

Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: January 3, 2013
SUBMITTING DEPARTMENT: Engineering & Planning
DEPARTMENT DIRECTOR: Kim Fettig, Project Manager
PRESENTER: Kim Fettig, Project Manager
SUBJECT: Consider the bid for Street Improvement District 163 Project # 2012-01, Water and Sewer Improvement District 61 Project# 2012-24 and Storm Sewer District 32 Project 2012-23. (Sunset Drive NW).

STATEMENT/PURPOSE: To consider the bid for Street Improvement District 163 Project # 2012-01, Water and Sewer Improvement District 61 Project# 2012-24 and Storm Sewer District 32 Project 2012-23. (Sunset Drive NW).

BACKGROUND/ALTERNATIVES:

1. The Cost Participation, Construction, and Maintenance Agreement from NDDOT approved by the Board of City Commissioners on October 16, 2012.
2. The Board of City Commissioners approved the Resolutions creating the Districts, Resolution declaring the necessity of the improvements, Resolutions approving the Engineer's Report and authorizing the preparation of the detailed plans and specifications, Resolutions approving the plans and specifications, Reports for the feasibility and evaluation of the improvements, and the District maps on November 6, 2012.
3. Letters were sent out to the property owners on November 16, 2012 for the Street Improvement District 163, November 16, 2012 for the Storm Sewer District 32 and on November 29, 2012 for the Water and Sewer Improvement District 61.
4. NDDOT received the bids on November 16, 2012.
5. The Street and Storm Sewer combined Bid was 21% under the Engineer's Estimate, the Water and Sanitary Sewer Bid was 48% over the Engineer's Estimate, and the total Bid for all the work was 8% under the Engineer's Estimate. There are 3 separate Special Assessment Districts (Street, Storm Sewer, and Water and Sanitary Sewer). According to NDCC 40-22-29: Before adopting or rejecting any bid filed under the provisions of this chapter, the governing body shall require the engineer for the municipality to make a careful and detailed statement of the estimated cost of the work for which proposals were advertised

Board of City Commissioners

Agenda Documentation

Meeting Date: November 6, 2012

Subject: Consider the bid for Street Improvement District 163 Project # 2012-01, Water and Sewer Improvement District 61 Project# 2012-24 and Storm Sewer District 32 Project 2012-23. (Sunset Drive NW).

Page 2 of 2

under section 40-22-19. The governing body may not award the contract to any bidder if the engineer's estimate prepared pursuant to this section exceeds the engineer's estimate of the cost of the work prepared pursuant to subsection 1 of section 40-22-10 by forty percent or more. As a result, the Bid for the Water and Sanitary Sewer portion of this Project exceeded this statutory limitation by 8% (48% vs. 40%).

6. The Public Hearing to determine the sufficiency of protests for the Street Project was held on December 18, 2012. The Board of City Commissioners approved the Resolution determining the insufficiency of protests.
7. Meeting with City officials, City Attorney, and representatives with the NDDOT was held on December 20, 2012 to discuss the Bids.
8. Recommendation to reject the Bids and request the Project to be re-bid with revised Engineer's Estimates.
9. NDDOT's proposed timeline for a March 2013 Bid opening

Timeline/Date Description

January 4---- NDDOT will notify the low bid contractor of the non-award of the project.

January 7-14 ----NDDOT will de-obligate the money for the project in the November bid opening.

January 8-22 ----The City and consultant will need to submit a new cost estimate to be incorporated into the plans and NDDOT will rebuild the bidder's proposal.

January 23-30 ----FHWA review of plans and proposal and authorize funding.

February 1-March 1 ----NDDOT will re-advertise the plans on the website.

March 15 ----NDDOT will bid the project.

ATTACHMENTS:

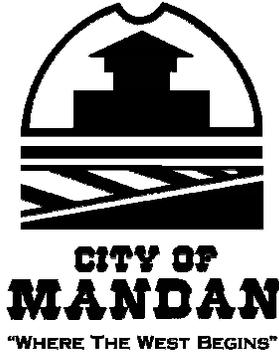
FISCAL IMPACT:

STAFF IMPACT:

LEGAL REVIEW: Reviewed by City Attorney.

RECOMMENDATION: This office supports rejecting the bid.

SUGGESTED MOTION: I move to reject the bid for Street Improvement District 163 Project # 2012-01, Water and Sewer Improvement District 61 Project# 2012-24 and Storm Sewer District 32 Project 2012-23. (Sunset Drive NW).



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 31, 2012
SUBMITTING DEPARTMENT: Engineering & Planning
DEPARTMENT DIRECTOR: Kim Fettig, Project Manager
PRESENTER: Kim Fettig, Project Manager
SUBJECT: Consider authorizing a work change order on Street Improvement District No. 173, Project No. 2012-14 (Meadow's 5th Addition).

STATEMENT/PURPOSE: To authorize a change order to extend the contract date of November 2nd, 2012 to Final Completion of July 31, 2013.

BACKGROUND/ALTERNATIVES: Weather conditions prevented the work from being done by the original contract time.

ATTACHMENTS:

1. District Map
2. Change Order Request

FISCAL IMPACT: None

STAFF IMPACT: Minimal

LEGAL REVIEW: All of my commission data has been forwarded to the City Attorney for his review.

RECOMMENDATION: This office supports the change order for the project.

SUGGESTED MOTION: I move to authorize a change order on Street Improvement District No. 173, Project No. 2012-14 for completion date of July 31, 2013.

Board of City Commissioners

Agenda Documentation

Meeting Date: January 8, 2013

Subject: Consider authorizing a change order on Street Improvement District No. 173,
Project No. 2012-14 (Meadow's 5th Addition).

Page 3 of 4

CHANGE ORDER NO. 9

Date of Issuance: 12/10/2012

Effective Date: 11/2/2012

PROJECT TITLE <i>Meadows 5th Addition</i>
OWNER <i>City of Mandan</i>
CONTRACTOR <i>Northern Improvement, CO</i>
ORIGINAL CONTRACT DATE <i>5/18/2012</i>

THE CONTRACT DOCUMENTS ARE MODIFIED AS FOLLOWS UPON EXECUTION OF THIS CHANGE ORDER

1. ADDITIONS OR DELETIONS TO THE CONTRACT AND ASSOCIATED COSTS						
Spec. No.	Item	Description of Addition or Deletion	Unit	Quantity	Unit Price	Affect On Contract Price
	CO-1	Sign Panel	EA	1	\$121.00	\$121.00
	2					\$0.00
	3					\$0.00
	4					\$0.00
	5					\$0.00
TOTAL COST FOR THESE CONTRACT ADDITIONS						\$121.00

2. JUSTIFICATION FOR ADDITIONS OR DELETIONS TO CONTRACT <i>Weather conditions prevented work from being completed in 2012. Street sign panels in the adjacent subdivision needed to be changed as the City of Mandan changed the name of Meadowview Dr to Wildrye Circle NW</i>

3. CHANGE TO CONTRACT AMOUNT	
ORIGINAL CONTRACT AMOUNT:	\$0.00
NET INCREASE/DECREASE FROM PREVIOUS CHANGE ORDER(S):	\$439,191.50
CONTRACT AMOUNT PRIOR TO THIS CHANGE ORDER:	\$0.00
INCREASE FROM THIS CHANGE ORDER:	\$121.00
NEW CONTRACT AMOUNT INCLUDING THIS CHANGE ORDER:	\$439,312.50

4. CHANGE TO CONTRACT TIMES	
Original Contract Times:	<input type="checkbox"/> Working Days <input checked="" type="checkbox"/> Calendar Days
Substantial Completion (Days or Date):	10/19/2012
Ready For Final Payment (Days or Date):	11/2/2012
Contract Times from previously Approved Change Orders	
Substantial Completion (Days or Date):	10/19/2012
Ready For Final Payment (Days or Date):	11/2/2012
Contract Times will be Increased/Decreased because of this Change Order	285 days (substantial completion) 272 days (final completion)
Contract Times including this Change Order	
Substantial Completion (Days or Date):	7/31/2013
Ready For Final Payment (Days or Date):	7/31/2013

Board of City Commissioners

Agenda Documentation

Meeting Date: January 8, 2013

Subject: Consider authorizing a change order on Street Improvement District No. 173,
Project No. 2012-14 (Meadow's 5th Addition).

Page 4 of 4

5. REQUIRED SIGNATURES - Not valid until signed by Owner. Signature of Contractor indicates agreement herewith, including any adjustments in the Contract Amount or Contract Times

ACCEPTED:

By: _____
OWNER (Authorized Signature)
Name: Kim Fettig
Title: Engineering Project Manager
Date: _____

ACCEPTED:

By: Jason Irey
CONTRACTOR (Authorized Signature)
Name: Jason Irey
Title: Project Manager
Date: 12-17-12

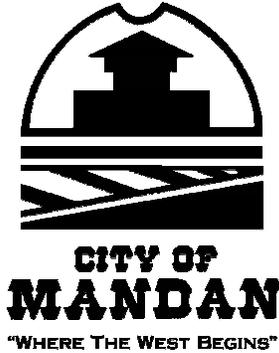
RECOMMENDED:

By: Jason J. Olson
ENGINEER (Authorized Signature)
Name: Jason J. Olson
Title: Project Manager
Date: 12-17-12

ACCEPTED:

Funding Agency (if applicable)

By: _____
FUNDING AGENCY (Authorized Signature)
Name: _____
Title: _____
Date: _____



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 31, 2012
SUBMITTING DEPARTMENT: Engineering & Planning
DEPARTMENT DIRECTOR: Kim Fettig, Project Manager
PRESENTER: Kim Fettig, Project Manager
SUBJECT: Consider authorizing a work change order on Street Improvement District No. 174, Project No. 2012-16 (Plainview Heights 13th Addition).

STATEMENT/PURPOSE: To authorize a change order to extend the contract date of November 14, 2012 to Final Completion of July 31, 2013.

BACKGROUND/ALTERNATIVES: Weather conditions prevented the work from being done by the original contract date.

ATTACHMENTS:

1. District Map
2. Change Order Request.

FISCAL IMPACT: None

STAFF IMPACT: Minimal

LEGAL REVIEW: All of my commission data has been forwarded to the City Attorney for his review.

RECOMMENDATION: This office supports the change order for the project.

SUGGESTED MOTION: I move to authorize a change order on Street Improvement District No. 174, Project No. 2012-16 for completion date of July 31, 2013.

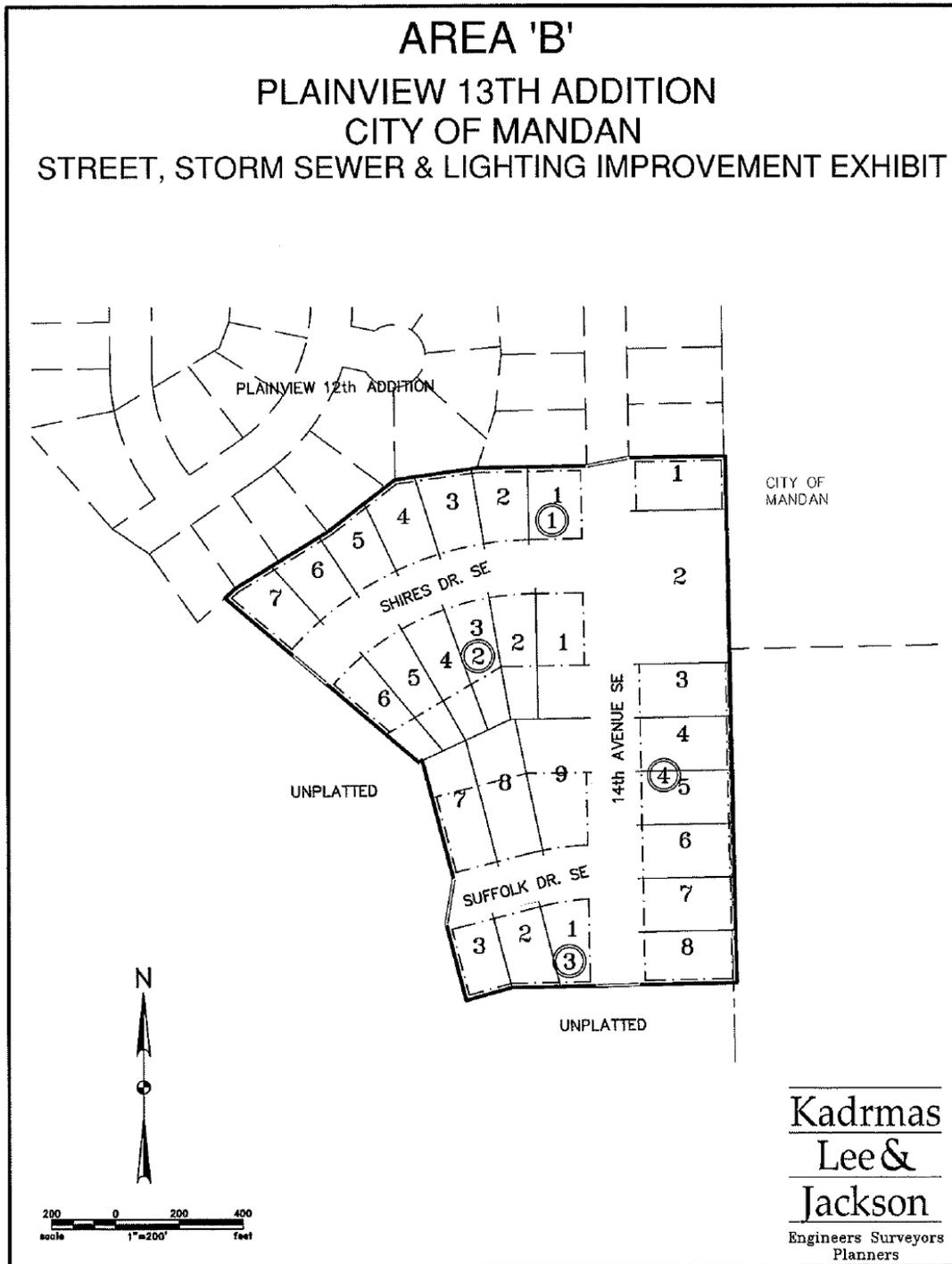
Board of City Commissioners

Agenda Documentation

Meeting Date: January 8, 2013

Subject: Consider authorizing a change order on Street Improvement District No. 174,
Project No. 2012-16 (Plainview Heights 13th Addition).

Page 2 of 4



Board of City Commissioners

Agenda Documentation

Meeting Date: January 8, 2013

Subject: Consider authorizing a change order on Street Improvement District No. 174,
Project No. 2012-16 (Plainview Heights 13th Addition).

Page 3 of 4

CHANGE ORDER NO. 10

Date of Issuance: 12/10/2012
Effective Date: 11/14/2012

PROJECT TITLE <i>Plainview Heights 13th Addition</i>
OWNER <i>City of Mansfield</i>
CONTRACTOR <i>Northern Improvement, CO</i>
ORIGINAL CONTRACT DATE <i>5/18/2012</i>

THE CONTRACT DOCUMENTS ARE MODIFIED AS FOLLOWS UPON EXECUTION OF THIS CHANGE ORDER

1. ADDITIONS OR DELETIONS TO THE CONTRACT AND ASSOCIATED COSTS						
Spec. No.	Item	Description of Addition or Deletion	Unit	Quantity	Unit Price	Affect On Contract Price
	1					\$0.00
	2					\$0.00
	3					\$0.00
	4					\$0.00
	5					\$0.00
TOTAL COST FOR THESE CONTRACT ADDITIONS						\$0.00

2. JUSTIFICATION FOR ADDITIONS OR DELETIONS TO CONTRACT <i>Weather conditions prevented work from being completed in 2012.</i>
--

3. CHANGE TO CONTRACT AMOUNT	
ORIGINAL CONTRACT AMOUNT:	\$0.00
NET INCREASE/DECREASE FROM PREVIOUS CHANGE ORDER(S):	\$402,282.10
CONTRACT AMOUNT PRIOR TO THIS CHANGE ORDER:	\$0.00
INCREASE FROM THIS CHANGE ORDER:	\$0.00
NEW CONTRACT AMOUNT INCLUDING THIS CHANGE ORDER:	\$402,282.10

4. CHANGE TO CONTRACT TIMES	
Original Contract Times:	<input type="checkbox"/> Working Days <input checked="" type="checkbox"/> Calendar Days
Substantial Completion (Days or Date):	10/31/2012
Ready For Final Payment (Days or Date):	11/14/2012
Contract Times from previously Approved Change Orders	
Substantial Completion (Days or Date):	10/31/2012
Ready For Final Payment (Days or Date):	11/14/2012
Contract Times will be Increased/Decreased because of this Change Order	273 days (substantial completion) 239 days (final completion)
Contract Times including this Change Order	
Substantial Completion (Days or Date):	7/31/2013
Ready For Final Payment (Days or Date):	7/31/2013

Board of City Commissioners

Agenda Documentation

Meeting Date: January 8, 2013

Subject: Consider authorizing a change order on Street Improvement District No. 174,
Project No. 2012-16 (Plainview Heights 13th Addition).

Page 4 of 4

5. REQUIRED SIGNATURES - Not valid until signed by Owner. Signature of Contractor indicates agreement herewith, including any adjustments in the Contract Amount or Contract Times

ACCEPTED:

By: _____
OWNER (Authorized Signature)

Name: Kim Fetting
Title: Engineering Project Manager
Date: _____

ACCEPTED:

By:  _____
CONTRACTOR (Authorized Signature)

Name: Jason Irey
Title: Project Manager
Date: 12-12-12

RECOMMENDED:

By:  _____
ENGINEER (Authorized Signature)

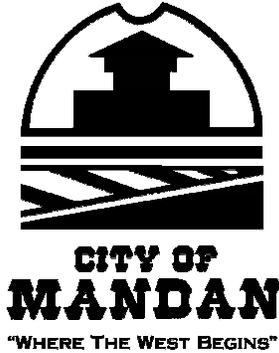
Name: Jason J. Olson
Title: Project Manager
Date: 12-12-12

ACCEPTED:

Funding Agency (if applicable)

By: _____
FUNDING AGENCY (Authorized Signature)

Name: _____
Title: _____
Date: _____



Consent No. 3 & Ord. No. 3

Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 31, 2012
SUBMITTING DEPARTMENT: Engineering & Planning
DEPARTMENT DIRECTOR: Kim Fettig, Project Manager
PRESENTER: Kim Fettig, Project Manager
SUBJECT: Consider a change of street name from Douglas Lane SE to Verity Lane SE.

STATEMENT/PURPOSE: To change the street name of Douglas Lane SE to Verity Lane SE.

BACKGROUND/ALTERNATIVES: Douglas Lane SE needs to be changed due to there already being a street named Douglas Place SE.

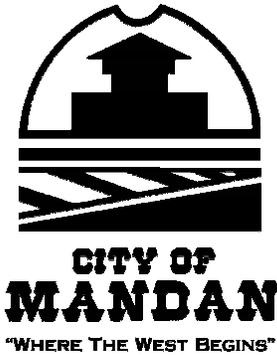
ATTACHMENTS: 1. Vicinity Map
2. Ordinance

FISCAL IMPACT: Minimal

STAFF IMPACT: Minimal

LEGAL REVIEW: All of my commission data has been forwarded to the City Attorney for his review.

SUGGESTED MOTION: To approve the name change from Douglas Lane SE to Verity Lane SE.



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 12, 2012
SUBMITTING DEPARTMENT: Engineering & Planning
DEPARTMENT DIRECTOR: Kim Fettig, Project Manager
PRESENTER: Kim Fettig, Project Manager
SUBJECT: Confirmation of special assessments

STATEMENT/PURPOSE:

To consider confirmation of special assessments for Storm Sewer Improvement District #28, Street Improvement District #155-Area A, Street Improvement District #155-Area B, Street Improvement District #156-Area A, Street Improvement District #156-Area B, Street Improvement District #156-Area C, Street Improvement District #162, and Water & Sewer Improvement District #57.

BACKGROUND/ALTERNATIVES:

The projects, along with cost and description of the improvements provided within each District, are as follows:

- **Storm Sewer Improvement District #28 - (\$1,071,430.89)** provide for fresh water circulation pipe installed from Marina Road (near Moritz Marine) to the Lakewood Harbor chain of bays (Lakewood Spectrum Building) at 4th Ave Se. Consisted of a pipe to connect the bays for water circulation and water condition improvement.
- **Street Improvement District #155-Area A - (\$8,606.76)** provide for the improvement to said streets within this district shall include, but not limited to, milling of existing road surface, repair of curb & gutter, asphalt patching, leveling and overlay on 27th Street NW from 8th Avenue NW to 12th Avenue NW.
- **Street Improvement District #155-Area B - (\$9,079.70)** provide for the improvement to said streets within this district shall include, but not limited to, milling of existing road surface, repair of curb & gutter, asphalt patching, leveling and overlay on Old Red Trail NW from Sunset Drive to Collins Avenue.

- **Street Improvement District #156-Area A - (\$46,630.49)** provided for the improvement to said streets within this district shall include, but not limited to, milling of existing road surface, repair of curb & gutter, asphalt patching, leveling and overlay on Division Street NE from Collins Avenue to 8th Avenue NE.
- **Street Improvement District #156-Area B - (\$37,769.86)** provided for the improvement to said streets within this district shall include, but not limited to, milling of existing road surface, repair of curb & gutter, asphalt patching, leveling and overlay on 14th Street NE from Collins Avenue to Division Street NE.
- **Street Improvement District #156-Area C - (\$52,545.20)** provided for the improvement to said streets within this district shall include, but not limited to, milling of existing road surface, repair of curb & gutter, asphalt patching, leveling and overlay on 3rd Avenue NE from Division Street NE to 5th Street NE.
- **Street Improvement District #162 - (\$112,729.70)** provided for the improvement to said streets within this district shall include, but not limited to, milling of existing road surface, repair of curb & gutter, asphalt patching, leveling and overlay on a portion of 7th Ave SE from 11th St SE to 500' south of the intersection.
- **Water & Sewer Improvement District #57 - (\$101,954.88)** provided for the said improvement project to consist of the installation of water and sewer mains along 7th Ave SE.

The special assessment lists for these Districts were published in the Mandan News and the Public Hearing before the Special Assessment Commission was held on December 5, 2012. The comments relative to these eight projects are in the Public Hearing minutes attached.

ATTACHMENTS:

1. Copies of the special assessments lists and maps of the respective Districts.
2. Public Hearing Minutes from Mandan Special Assessment Commission December 5, 2012.

FISCAL IMPACT:

The total amount to be assessed = \$1,440,747.48. The Districts will be assessed over a 15 year period.

STAFF IMPACT:

Maximum

LEGAL REVIEW:

In compliance with North Dakota Century Code 40-23.

RECOMMENDATION:

I would recommend the proposed assessments as certified by the Special Assessment Commission be confirmed on these eight Districts.

SUGGESTED MOTION:

Move to approve the special assessments for certification on Storm Sewer Improvement District #28, Street Improvement District #155-Area A, Street Improvement District #155-Area B, Street Improvement District #156-Area A, Street Improvement District #156-Area B, Street Improvement District #156-Area C, Street Improvement District #162, and Water & Sewer Improvement District #57.

NOTICE OF HEARING OF OBJECTIONS TO SPECIAL
ASSESSMENTS FOR STORM SEWER IMPROVEMENT DISTRICT #28

Notice is Hereby Given, that the Special Assessment Commission of the City of Mandan, North Dakota will meet at Mandan City Hall, 205 2nd Avenue NW on December 05, 2012 at 5:30 p.m. to hear objections which may be made to any of the foregoing assessments in Storm Sewer Improvement District #28 as shown in the foregoing list by any person interested or his agent or attorney.

Phyllis Hager

NOTICE OF ASSESSMENTS FOR STORM SEWER IMPROVEMENT DISTRICT #28
We the undersigned, constituting the Special Assessment Commission of the City of Mandan, do hereby certify that the following is a true and correct list of the particular lots and tracts of land which, in the opinion of the Commission, are especially benefited by the construction performed in Storm Sewer Improvement District #28 of the City of Mandan, showing the amount against each lot or tract, the same is a true and correct assessment of the property therein described to the best judgment of the members of the Commission. The items of expense in said improvement district and the assessments are as follows, to-wit.

Construction Cost	\$968,625.58
Engineering, Legal, Admin. Testing & Insp.	62,064.02
Bonding Costs	<u>40,741.29</u>
Amount to be Assessed	\$1,071,430.89

<u>Seq#</u>	<u>Lot</u>	<u>Blk</u>	<u>Address</u>	<u>Amount Assessed</u>
<u>LAKEWOOD 1ST</u>				
9605	2 Less E115' & 35,231sq ft	1	4500 McKenzie Drive SE	22,167.53
9633A	1A	4	2802 Waters Edge Lane SE	3,694.59
9633B	1B	4	2806 Waters Edge Lane SE	3,694.59
9633C	1C	4	2810 Waters Edge Lane SE	3,694.59
9633D	1D	4	2814 Waters Edge Lane SE	3,694.59
9633E	1E	4	2847 Waters Edge Lane SE	3,694.59
9633F	1F	4	2802 Waters Edge Lane SE	3,694.59
9633G	1G	4	2837 Waters Edge Lane SE	3,694.59
9633H	1H	4	2833 Waters Edge Lane SE	3,694.59
9633J	1J	4	2827 Waters Edge Lane SE	3,694.59
9633K	1K	4	2823 Waters Edge Lane SE	3,694.59
9633L	1L	4	2817 Waters Edge Lane SE	3,694.59
9633M	1M	4	2813 Waters Edge Lane SE	3,694.59
9633N	1N	4	2807 Waters Edge Lane SE	3,694.59
9633P	1P	4	2803 Waters Edge Lane SE	3,694.59
9634	2	4	2901 Bay Shore Bend SE	3,694.59
9635	3	4	2905 Bay Shore Bend SE	3,694.59
9636	4	4	2909 Bay Shore Bend SE	3,694.59
9637	5	4	3001 Bay Shore Bend SE	3,694.59
9638	6	4	3003 Bay Shore Bend SE	3,694.59
9639	7	4	3003 Bay Shore Bend SE	3,694.59
9640	8	4	3003 Bay Shore Bend SE	3,694.59
9641	9	4	3013 Bay Shore Bend SE	3,694.59
9642	10	4	3017 Bay Shore Bend SE	3,694.59
9643	11	4	3021 Bay Shore Bend SE	3,694.59

9644	12	4	3025 Bay Shore Bend SE	3,694.59
9645	13	4	3029 Bay Shore Bend SE	3,694.59
9646	14	4	3103 Bay Shore Bend SE	3,694.59
9647	15	4	3107 Bay Shore Bend SE	3,694.59
9648	16	4	3111 Bay Shore Bend SE	3,694.59
9649	17	4	3115 Bay Shore Bend SE	3,694.59
9650	18	4	3119 Bay Shore Bend SE	3,694.59
9651	19	4	3123 Bay Shore Bend SE	3,694.59
9652	20	4	3127 Bay Shore Bend SE	3,694.59
9653	21	4	3131 Bay Shore Bend SE	3,694.59

LAKEWOOD 2ND

9832	1	3	3201 Bay Shore Bend SE	3,694.59
9833	2	3	3203 Bay Shore Bend SE	3,694.59
9834	3	3	3205 Bay Shore Bend SE	3,694.59
9835	4	3	3207 Bay Shore Bend SE	3,694.59
9836	5	3	3211 Bay Shore Bend SE	3,694.59
9837	6	3	3213 Bay Shore Bend SE	3,694.59
9838	7	3	3215 Bay Shore Bend SE	3,694.59
9839	8	3	3217 Bay Shore Bend SE	3,694.59
9840	9	3	3219 Bay Shore Bend SE	3,694.59
9841	10	3	3221 Bay Shore Bend SE	3,694.59
9842	11	3	3223 Bay Shore Bend SE	3,694.59
9843	12	3	3301 Bay Shore Bend SE	3,694.59
9844	13	3	3303 Bay Shore Bend SE	3,694.59
9845	14	3	3305 Bay Shore Bend SE	3,694.59
9846	15	3	3307 Bay Shore Bend SE	3,694.59
9847	16	3	3309 Bay Shore Bend SE	3,694.59
9848	17	3	3311 Bay Shore Bend SE	3,694.59
9849	18	3	3313 Bay Shore Bend SE	3,694.59
9850	19	3	3315 Bay Shore Bend SE	3,694.59
9851	20	3	3317 Bay Shore Bend SE	3,694.59
9852	21	3	3321 Bay Shore Bend SE	3,694.59
9853	22	3	3325 Bay Shore Bend SE	3,694.59
9854	23	3	3327 Bay Shore Bend SE	3,694.59
9855	24	3	3329 Bay Shore Bend SE	3,694.59

LAKEWOOD COMM PARK 1ST

9874	1	1	2401 46 th Avenue SE	29,556.70
9875	2	1	2501 46 th Avenue SE	40,640.47
9876	3	1	2601 46 th Avenue SE	48,029.64
9877	4	1	261146 th Avenue SE	33,251.29

LAKEWOOD COMM PARK 2ND

9883	3	1	4400 McKenzie Drive SE	22,167.53
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LAKEWOOD HARBOR 3RD

10030	1	1	4009 Bay Shore Bend SE	3,694.59
10031	2	1	4005 Bay Shore Bend SE	3,694.59
10032	3	1	4001 Bay Shore Bend SE	3,694.59
10033	4	1	4303 Borden Harbor Place	3,694.59
10034	5	1	4307 Borden Harbor Place	3,694.59

10035	6	1	4311 Borden Harbor Place	3,694.59
10036	7	1	4315 Borden Harbor Place	3,694.59
10037	8	1	4319 Borden Harbor Place	3,694.59
10038	9	1	4320 Borden Harbor Place	3,694.59
10039	10	1	4316 Borden Harbor Place	3,694.59
10040	11	1	4412 Borden Harbor Place	3,694.59
10041	12	1	4308 Borden Harbor Place	3,694.59
10042	13	1	4300 Borden Harbor Place	3,694.59
10043	1	2	4101 Bay Shore Bend SE	3,694.59
10044	2	2	4201 Bay Shore Bend SE	3,694.59
10045	3	2	4304 Lakewood Drive SE	3,694.59
10046	4	2	4300 Lakewood Drive SE	3,694.59
10047	5	2	4224 Lakewood Drive SE	3,694.59
10048	6	2	4220 Bayfront Place SE	3,694.59
10049	7	2	4216 Bayfront Place SE	3,694.59
10050	8	2	4212 Bayfront Place SE	3,694.59
10051	9	2	4208 Bayfront Place SE	3,694.59
10052	10	2	4204 Bayfront Place SE	3,694.59
10053	11	2	4200 Lakewood Drive SE	3,694.59
10054	12	2	4136 Lakewood Drive SE	3,694.59
10055	13	2	4132 Shorefront Place SE	3,694.59
10056	14	2	4128 Shorefront Place SE	3,694.59
10057	15	2	4124 Shorefront Place SE	3,694.59
10058	16	2	4120 Shorefront Place SE	3,694.59
10059	17	2	4116 Shorefront Place SE	3,694.59
10060	18	2	4112 Shorefront Place SE	3,694.59
10061	19	2	4108 Lakewood Drive SE	3,694.59
10062	20	2	4104 Lakewood Drive SE	3,694.59
10063	21	2	4100 Lakewood Drive SE	3,694.59
10064	22	2	4210 40 th Avenue SE	3,694.59
10065	23	2	4206 40 th Avenue SE	3,694.59
10066	24	2	4202 40 th Avenue SE	3,694.59
10067	25	2	4112 40 th Avenue SE	3,694.59
10068	26	2	4108 40 th Avenue SE	3,694.59
10069	27	2	4104 40 th Avenue SE	3,694.59
10070	28	2	4100 40 th Avenue SE	3,694.59
10071	29	2	4014 40 th Avenue SE	3,694.59
10072	30	2	4009 Beachfront Place SE	3,694.59
10073	31	2	4017 Beachfront Place SE	3,694.59
10074	32	2	4012 Beachfront Place SE	3,694.59
10075	33	2	4008 Beachfront Place SE	3,694.59
10076	34	2	4004 Beachfront Place SE	3,694.59

LAKWOOD COMM PARK 3RD

10115	1	2	4101 21 st Street SE	7,389.18
10116	2	2	4201 21 st Street SE #10	7,389.18
10117	3	2	4301 21 st Street SE	7,389.18
10118	4 & 5	2	4401 21 st Street SE	11,083.76
10121	6 & 7 & 8B of 8	2	4402 Shoal Loop SE	11,083.76
10123	W 177' of 8 All of 9 & 10	2	4202 Shoal Loop SE	7,389.18
10129	5	3	2320 Shoal Loop SE	33,251.29
10130	6	3	2302 Shoal Loop SE	18,472.94

LAKWOOD HARBOR 4TH

10197 1	2	4201 South Bay Drive SE	3,694.59
10198 2	2	4203 South Bay Drive SE	3,694.59
10208 12B	2	3611 Bay Place SE	3,694.59
10209 N ½ of 13	2	3615 Bay Place SE	3,694.59
10209A S ½ of 13	2	3615 Bay Place SE	3,694.59
10210 14A	2	3619 Bay Place SE	3,694.59
1021A 14B	2	3621 Bay Place SE	3,694.59
10211 N ½ of 15	2	3623 Bay Place SE	3,694.59
10211A S ½ of 15	2	3625 Bay Shore Bend SE	3,694.59
10212 16B	2	3701 Bay Shore Bend SE	3,694.59
10212A 16A	2	3703 Bay Shore Bend SE	3,694.59
10220 24B	2	3817 Bay Shore Bend SE	3,694.59
10220A 24A	2	3819 Bay Shore Bend SE	3,694.59
10221 25B	2	3821 Bay Shore Bend SE	3,694.59
10221A 25A	2	3823 Bay Shore Bend SE	3,694.59
10223 27	2	3600 40 th Avenue SE	36,945.88
10224 28	2	3520 40 th Avenue SE	14,778.35

LAKWOOD HARBOR 3RD REPLAT

10077A Lot A of 35	2	3604 40 th Avenue SE	3,694.59
10077B Lot B of 35	2	3608 40 th Avenue SE	3,694.59
10077C Lot C of 35	2	3612 40 th Avenue SE	3,694.59
10077D Lot D of 35	2	4000 40 th Avenue SE	3,694.59

LAKWOOD HARBOR 4TH REPLAT

10915 1	1	3705 Bay Shore Bend SE	3,694.59
10916 2	1	3709 Bay Shore Bend SE	3,694.59
10917 3	1	3713 Bay Shore Bend SE	3,694.59
10918 4	1	3801 Bay Shore Bend SE	3,694.59
10919 5	1	3805 Bay Shore Bend SE	3,694.59
10920 6A	1	3809 Bay Shore Bend SE	3,694.59
10921 6B	1	3811 Bay Shore Bend SE	3,694.59
10922 7A	1	3813 Bay Shore Bend SE	3,694.59
10923 7B	1	3815 Bay Shore Bend SE	3,694.59

LAKWOOD COMM PARK 3RD REPLAT

10319 4B	3	4404 Shoal Loop SE	25,862.12
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LAKWOOD HARBOR 5TH

10349 23	2	4130 Bayport Place SE	3,694.59
10350 24	2	4134 Bayport Place SE	3,694.59
10351 25	2	4138 Bayport Place SE	3,694.59
10352 26	2	4142 Bayport Place SE	3,694.59
10355 29A	2	4000 South Bay Drive SE	3,694.59
10355A 29B	2	4002 South Bay Drive SE	3,694.59
10356 30	2	4004 South Bay Drive SE	3,694.59
10357 31	2	4008 South Bay Drive SE	3,694.59
10358 32 less S 40'	2	4012 South Bay Drive SE	3,694.59
10359 N 40' of 33	2	4016 South Bay Drive SE	3,694.59
10360 34A	2	4020 South Bay Drive SE	3,694.59

10360A 34B & 35A	2	4022 South Bay Drive SE	3,694.59
10361 35B	2	4024 South Bay Drive SE	3,694.59
10361A 35C	2	4026 South Bay Drive SE	3,694.59
10363 1	3	4007 South Bay Drive SE	14,778.35

VILLAS

10131 1	1	2200 Shoal Loop SE	3,694.59
10131A 2	1	2202 Shoal Loop SE	3,694.59
10131B 3	1	2204 Shoal Loop SE	3,694.59
10131C 4	1	2206 Shoal Loop SE	3,694.59
10131D 5	1	2208 Shoal Loop SE	3,694.59
10131E 6	1	2210 Shoal Loop SE	3,694.59
10131F 7	1	2212 Shoal Loop SE	3,694.59
10131G 8	1	2214 Shoal Loop SE	3,694.59
10131H 9	1	2216 Shoal Loop SE	3,694.59
10131I 10	1	2218 Shoal Loop SE	3,694.59
10131J 11	1	2220 Shoal Loop SE	3,694.59

LAKEWOOD HARBOR 6TH

10617 3	1	4000 Bayport Place SE	3,694.59
10618 4	1	4004 Bayport Place SE	3,694.59
10620 6	1	4008 Bayport Place SE	3,694.59
10621 7	1	4012 Bayport Place SE	3,694.59
10622 8	1	4016 Bayport Place SE	3,694.59
10623 9	1	4020 Bayport Place SE	3,694.59
10624 10	1	4100 Bayport Place SE	3,694.59
10625 11	1	4102 Bayport Place SE	3,694.59
10626 12	1	4106 Bayport Place SE	3,694.59
10627 13	1	4110 Bayport Place SE	3,694.59
10628 14	1	4114 Bayport Place SE	3,694.59
10629 15	1	4118 Bayport Place SE	3,694.59
10631 17	1	4122 Bayport Place SE	3,694.59
10632 18	1	4126 Bayport Place SE	3,694.59

LAKEWOOD COMM PARK 2ND REPLAT

10944 1	1	2800 Douglas Place SE	3,694.59
10945 2	1	2802 Douglas Place SE	3,694.59
10946 3	1	2804 Douglas Place SE	3,694.59
10947 4 & Undivided Int. of 13	1	2806 Douglas Place SE	3,694.59
10948 5	1	2808 Douglas Place SE	3,694.59
10949 6 & Undivided Int. of 13	1	2810 Douglas Place SE	3,694.59
10950 7 & Undivided Int. of 13	1	2812 Douglas Place SE	3,694.59
10951 8 & Undivided Int. of 13	1	2814 Douglas Place SE	3,694.59
10952 9 & Undivided Int. of 13	1	2816 Douglas Place SE	3,694.59
10953 10	1	2818 Douglas Place SE	3,694.59
10954 11	1	2820 Douglas Place SE	3,694.59
10955 12	1	2822 Douglas Place SE	3,694.59

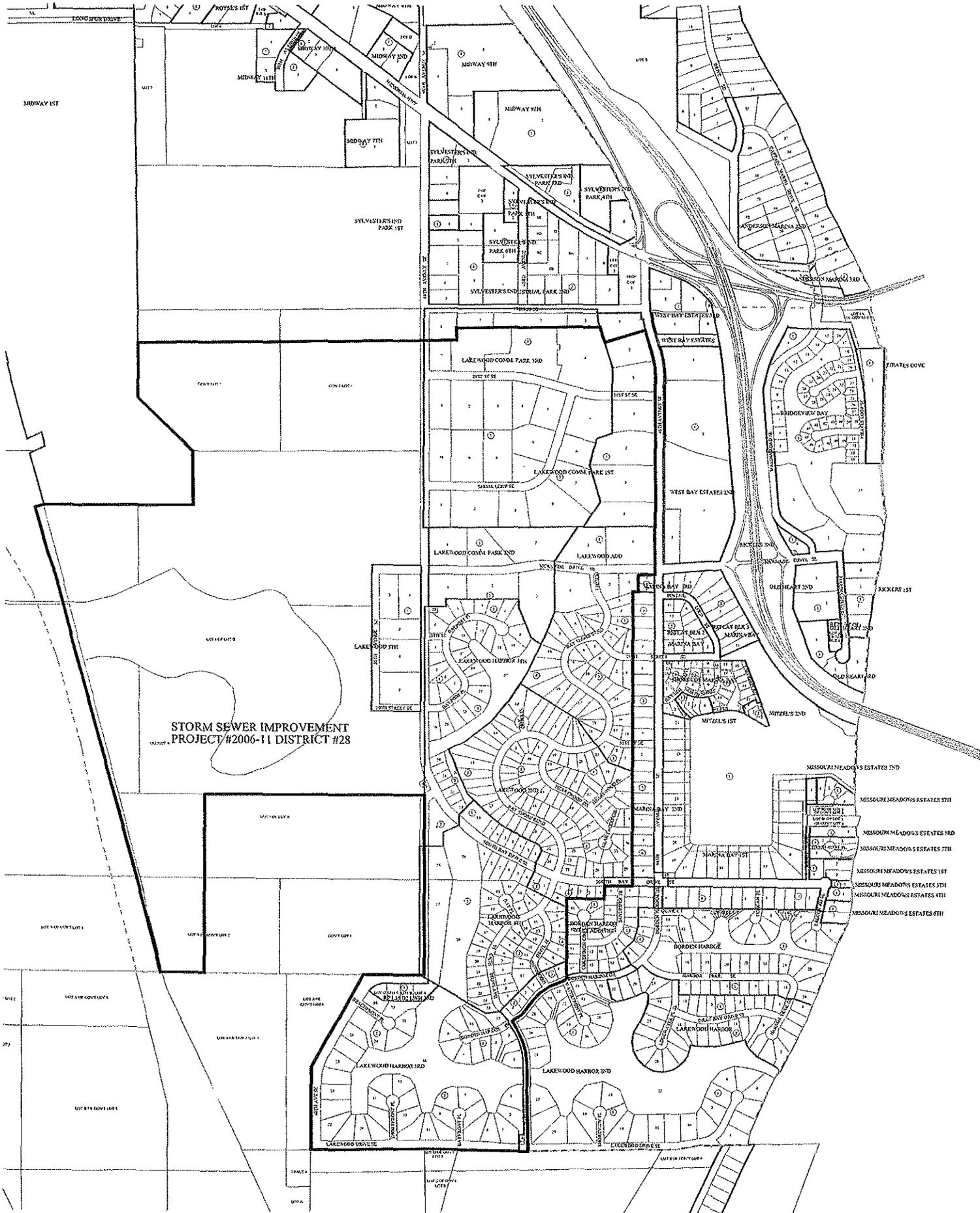
Witness our hands officially as said Commission this 06th day of November, 2012.

/s/ Carl Jacobsen
Chairman

/s/ Keith Winks
Member

/s/ Deborah Holter
Member

Publish: November 16, 2012
November 23, 2012



**STORM SEWER IMPROVEMENT
PROJECT #2006-11 DISTRICT #28**

MOTION DATA

NOTICE OF HEARING OF OBJECTIONS TO SPECIAL
ASSESSMENTS FOR STREET IMPROVEMENT DISTRICT #155 AREA A

Notice is Hereby Given, that the Special Assessment Commission of the City of Mandan, North Dakota will meet at Mandan City Hall, 205 2nd Avenue NW on December 05, 2012 at 5:30 p.m. to hear objections which may be made to any of the foregoing assessments in Street Improvement District #155 Area A as shown in the foregoing list by any person interested or his agent or attorney.

Phyllis Hager

NOTICE OF ASSESSMENTS FOR STREET IMPROVEMENT DISTRICT #155 AREA A
We the undersigned, constituting the Special Assessment Commission of the City of Mandan, do hereby certify that the following is a true and correct list of the particular lots and tracts of land which, in the opinion of the Commission, are especially benefited by the construction performed in Street Improvement District #155 Area A of the City of Mandan, showing the amount against each lot or tract, the same is a true and correct assessment of the property therein described to the best judgment of the members of the Commission. The items of expense in said improvement district and the assessments are as follows, to-wit.

Construction Cost	\$122,101.86
Engineering, Legal, Testing & Insp.	17,213.64
Less Federal, State, City Funding	<u>(130,708.74)</u>
Amount to be Assessed	\$ 8,606.76

<u>Seq#</u>	<u>Lot</u>	<u>Blk</u>	<u>Address</u>	<u>Amount Assessed</u>
<u>TERRA VALLEE 1ST</u>				
7486	1	1	901 27 th Street NW	413.13
7496	11-Tract 11A	1	921 27 th Street NW	275.42
7496A	11-Tract 11B	1	923 27 th Street NW	137.71
7506	1-Tract 1A	2	1001 27 th Street NW	137.71
7506A	1-Tract 1B	2	1003 27 th Street NW	275.42
7516	11-Tract 11A	2	1021 27 th Street NW	275.42
7516A	11-Tract 11B	2	1023 27 th Street NW	137.71
7526	E½ Lot 1 Unit A	3	1101 27 th Street NW Unit A	137.71
7526A	W½ Lot 1 Unit B	3	1103 27 th Street NW Unit B	275.42
7536	W½ Lot 11 Unit 4	3	1123 27 th Street NW	137.71
7536A	E½ Lot 11 Unit 3	3	1121 27 th Street NW	275.42
7546	1 Unit 1	4	1201 27 th Street NW	137.71
7546A	1 Unit 2	4	1203 27 th Street NW	275.42
7556	E½ Lot 11 Unit 3	4	1221 27 th Street NW	275.42
7556A	W½ Lot 11 Unit 4	4	1223 27 th Street NW	137.71
<u>TERRA VALLEE 4TH</u>				
7989	17 & W 10' Lot 18	6	1200 27 th Street NW	275.42
7990	18 Less W 10'	6	1112 27 th Street NW	275.42
7991	19	6	1108 27 th Street NW	275.42
7992	20	6	1104 27 th Street NW	275.42
7993	21	6	1100 27 th Street NW	275.42
7994	22 Less E 2'	6	1012 27 th Street NW	275.42
7995	E 2' of 22 & Lot 23	6	1008 27 th Street NW	275.42
7996	24	6	1004 27 th Street NW	275.42

7997	25	6	1000 27 th Street NW	275.42
7998	26	6	906 27 th Street NW	275.42
7999	27	6	904 27 th Street NW	275.42
8000	28 Less N 51.4'	6	2801 8 th Avenue NW	137.71
8000A	N 51.4' & Lot 28	6	2803 8 th Avenue NW	68.86

TERRA VALLEE 3RD

8780	3 & 4	3	1220 27 th Street NW	137.71
8783	7	3	1208 27 th Street NW	275.42
8784	8	3	1204 27 th Street NW	275.42

SCHOOL DISTRICT 5TH

10309	1	1	2901 12 TH Avenue NW	1,377.10
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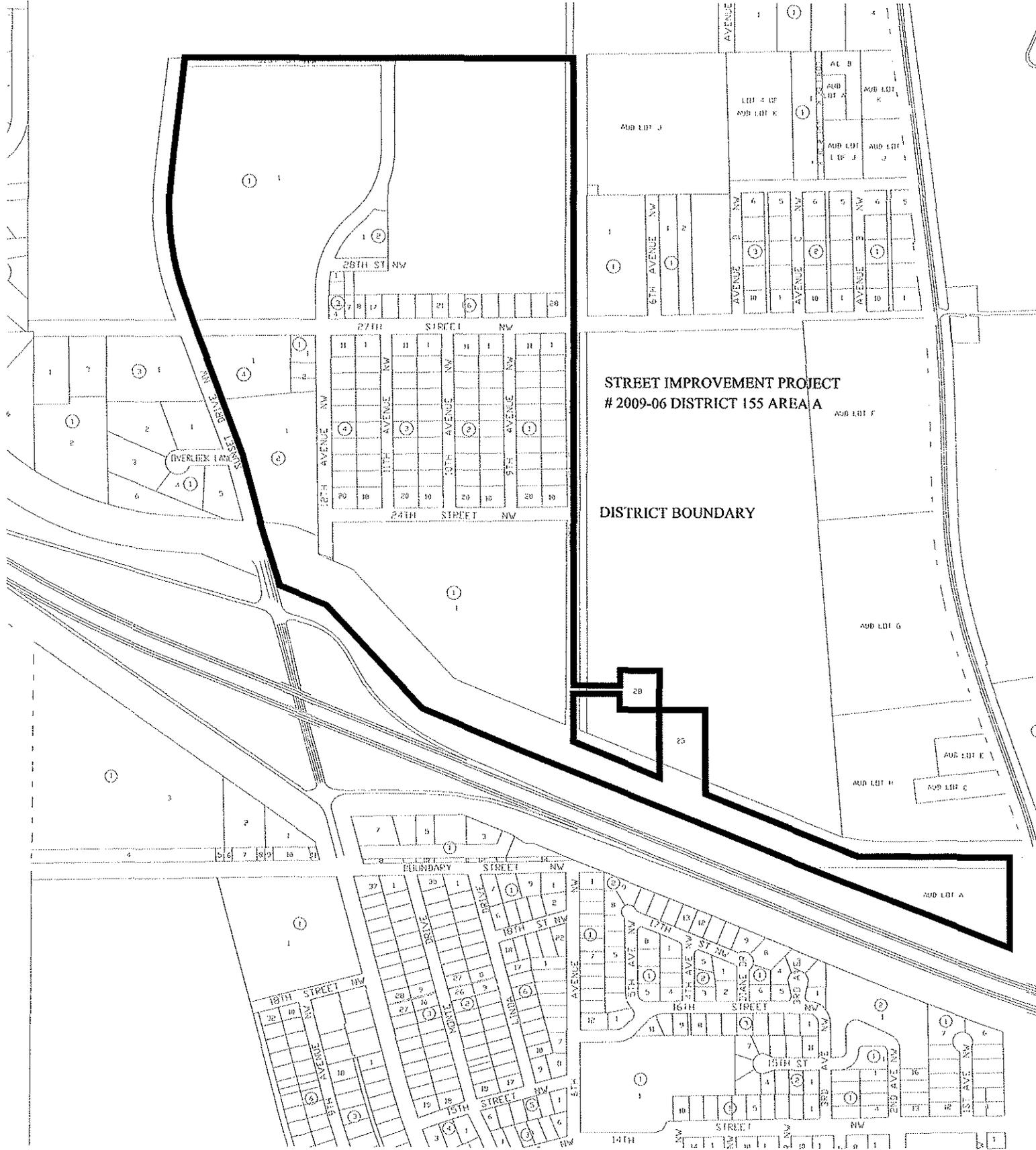
Witness our hands officially as said Commission this 06th day of November, 2012.

/s/ Carl Jacobsen
Chairman

/s/ Keith Winks
Member

/s/ Deborah Holter
Member

Publish: November 16, 2012
November 23, 2012



**STREET IMPROVEMENT PROJECT
2009-06 DISTRICT 155 AREA A**

DISTRICT BOUNDARY

ADD LOT J

ADD LOT K

ADD LOT L

ADD LOT M

ADD LOT N

ADD LOT O

ADD LOT P

ADD LOT Q

ADD LOT R

ADD LOT S

ADD LOT T

ADD LOT U

ADD LOT V

ADD LOT W

ADD LOT X

ADD LOT Y

ADD LOT Z

ADD LOT AA

ADD LOT AB

ADD LOT AC

ADD LOT AD

ADD LOT AE

ADD LOT AF

ADD LOT AG

ADD LOT AH

ADD LOT AI

ADD LOT AJ

ADD LOT AK

ADD LOT AL

ADD LOT AM

ADD LOT AN

ADD LOT AO

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ADD LOT AR

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ADD LOT BV

ADD LOT BW

ADD LOT BX

ADD LOT BY

ADD LOT BZ

ADD LOT CA

ADD LOT CB

ADD LOT CC

ADD LOT CD

ADD LOT CE

ADD LOT CF

ADD LOT CG

ADD LOT CH

ADD LOT CI

ADD LOT CJ

ADD LOT CK

ADD LOT CL

ADD LOT CM

ADD LOT CN

ADD LOT CO

ADD LOT CP

ADD LOT CQ

ADD LOT CR

ADD LOT CS

ADD LOT CT

ADD LOT CU

ADD LOT CV

ADD LOT CW

ADD LOT CX

ADD LOT CY

ADD LOT CZ

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ADD LOT DG

ADD LOT DH

ADD LOT DI

ADD LOT DJ

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ADD LOT DM

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ADD LOT DP

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ADD LOT DR

ADD LOT DS

ADD LOT DT

ADD LOT DU

ADD LOT DV

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ADD LOT DX

ADD LOT DY

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ADD LOT EA

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ADD LOT EE

ADD LOT EF

ADD LOT EG

ADD LOT EH

ADD LOT EI

ADD LOT EJ

ADD LOT EK

ADD LOT EL

ADD LOT EM

ADD LOT EN

ADD LOT EO

ADD LOT EP

ADD LOT EQ

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ADD LOT EZ

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ADD LOT JV

ADD LOT JW

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ADD LOT JY

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ADD LOT KK

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ADD LOT KM

ADD LOT KN

ADD LOT KO

ADD LOT KP

ADD LOT KQ

ADD LOT KR

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ADD LOT KU

ADD LOT KV

ADD LOT KW

ADD LOT KX

ADD LOT KY

ADD LOT KZ

ADD LOT LA

ADD LOT LB

ADD LOT LC

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ADD LOT LF

ADD LOT LG

ADD LOT LH

ADD LOT LI

ADD LOT LJ

ADD LOT LK

ADD LOT LL

ADD LOT LM

ADD LOT LN

ADD LOT LO

NOTICE OF HEARING OF OBJECTIONS TO SPECIAL
ASSESSMENTS FOR STREET IMPROVEMENT DISTRICT #155 AREA B

Notice is Hereby Given, that the Special Assessment Commission of the City of Mandan, North Dakota will meet at Mandan City Hall, 205 2nd Avenue NW on December 05, 2012 at 5:30 p.m. to hear objections which may be made to any of the foregoing assessments in Street Improvement District #155 Area B as shown in the foregoing list by any person interested or his agent or attorney.

Phyllis Hager

NOTICE OF ASSESSMENTS FOR STREET IMPROVEMENT DISTRICT #155 AREA B
We the undersigned, constituting the Special Assessment Commission of the City of Mandan, do hereby certify that the following is a true and correct list of the particular lots and tracts of land which, in the opinion of the Commission, are especially benefited by the construction performed in Street Improvement District #155 Area B of the City of Mandan, showing the amount against each lot or tract, the same is a true and correct assessment of the property therein described to the best judgment of the members of the Commission. The items of expense in said improvement district and the assessments are as follows, to-wit.

Construction Cost	\$332,207.89
Engineering, Legal, Testing & Insp.	18,159.40
Less Federal, State, City Funding	<u>(341,287.59)</u>
Amount to be Assessed	\$ 9,079.70

<u>Seq#</u>	<u>Lot</u>	<u>Blk</u>	<u>Address</u>	<u>Amount Assessed</u>
<u>TERRA VALLEE 2ND</u>				
7568	Aud Lot N (14.64 Acres) P/K/A Lot 1 Blk 1 TV2nd & Lot 1 of Lot A (.55 Acres)	1	1000 Old Red Trail NW	5,583.82
7568A	Aud Lot A of Lot 1 & Aud Lot B of Lot 1	4	900 Old Red Trail NW	1,338.06
<u>PIONEER INDUSTRIAL PARK</u>				
8415	25	2	700 Old Red Trail NW	577.15
<u>MANDAN LANDS 139-81</u>				
2735	Vac Part of Zachmeiers 2 nd Addition NE1/4 ET	22	101 Old Red Trail	1,580.67

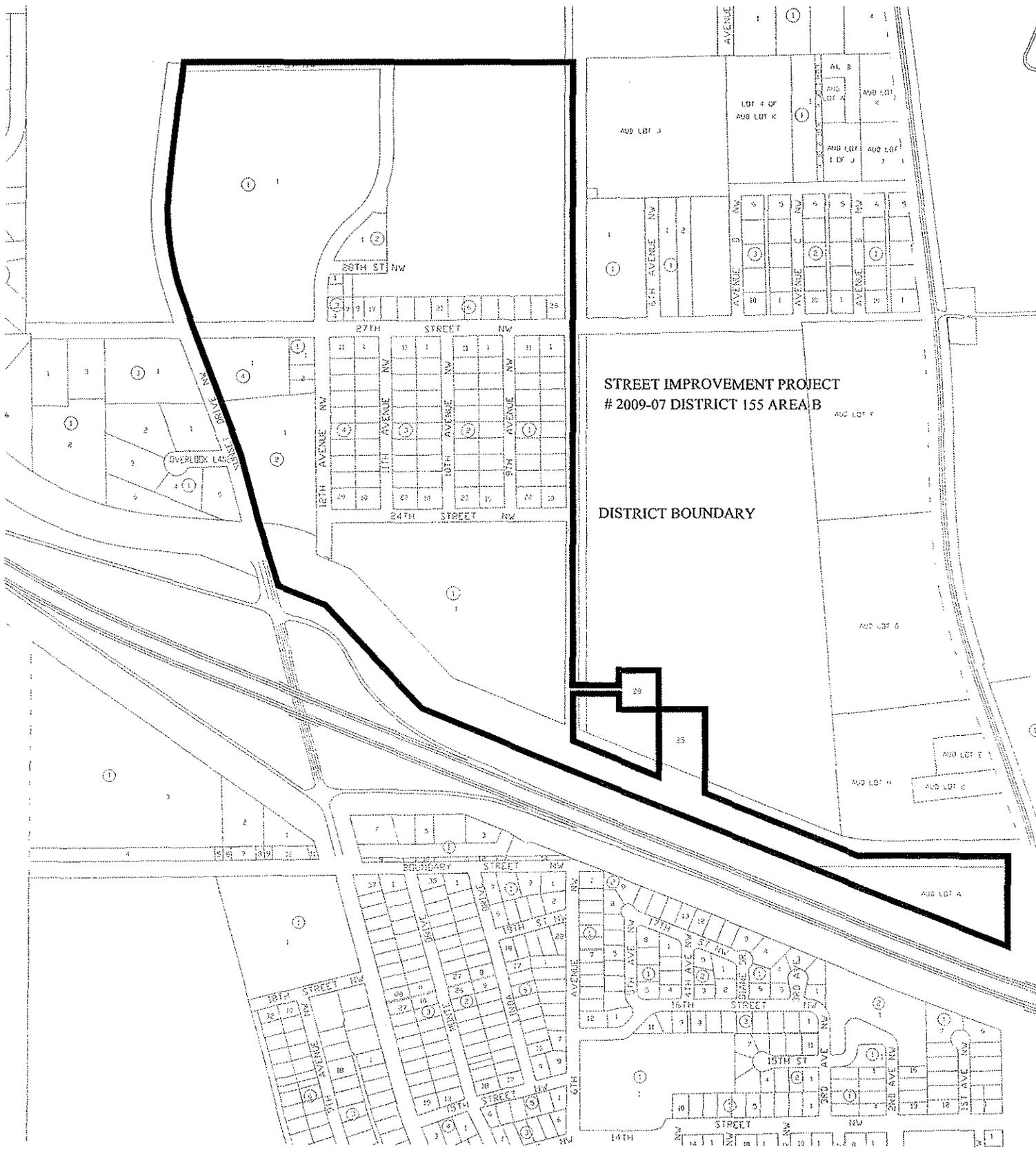
Witness our hands officially as said Commission this 06th day of November, 2012

/s/ Carl Jacobsen
Chairman

/s/ Keith Winks
Member

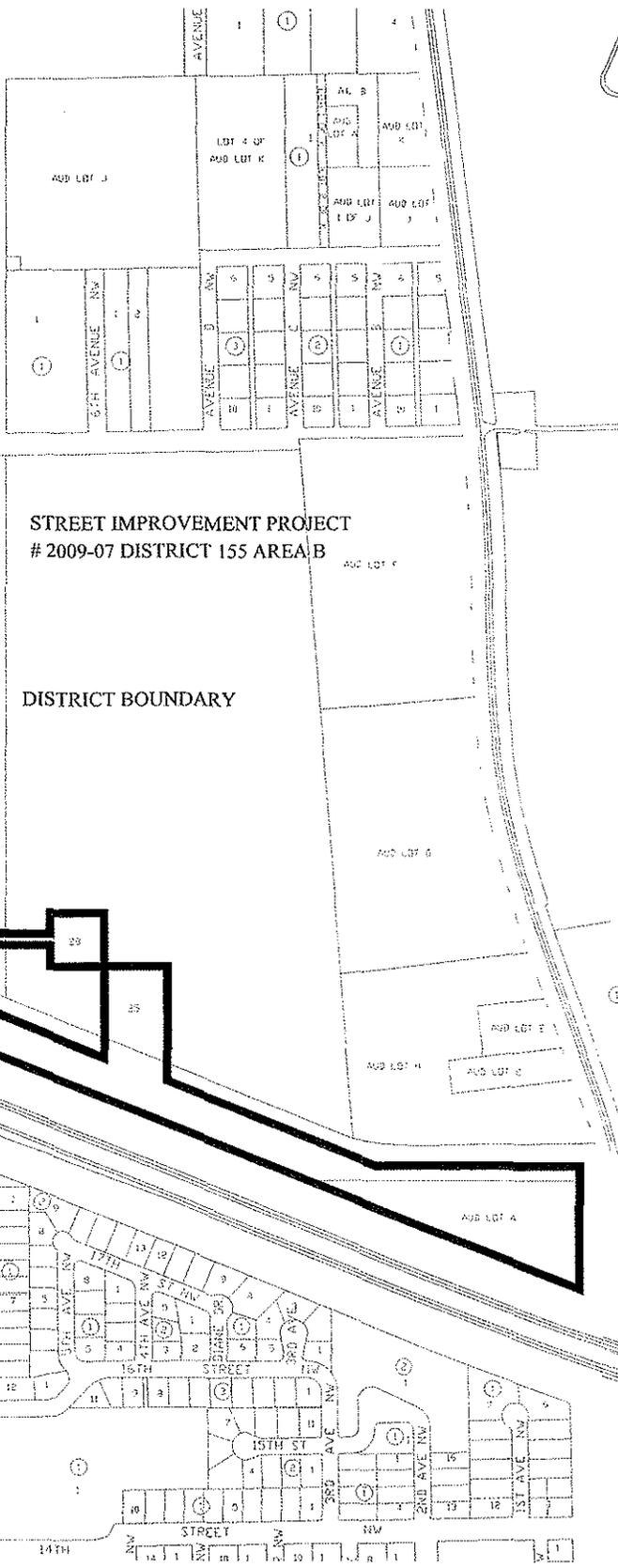
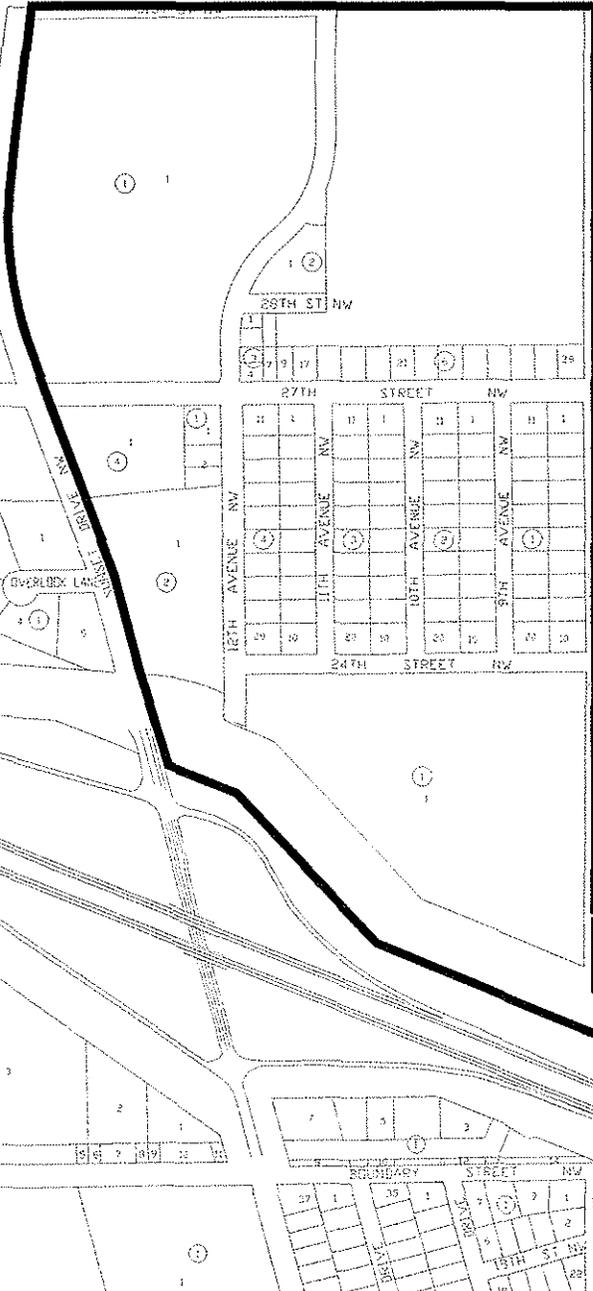
/s/ Deborah Holter
Member

November 23, 2012



STREET IMPROVEMENT PROJECT
2009-07 DISTRICT 155 AREA B

DISTRICT BOUNDARY



NOTICE OF HEARING OF OBJECTIONS TO SPECIAL
ASSESSMENTS FOR STREET IMPROVEMENT DISTRICT #156 AREA A

Notice is Hereby Given, that the Special Assessment Commission of the City of Mandan, North Dakota will meet at Mandan City Hall, 205 2nd Avenue NW on December 05, 2012 at 5:30 p.m. to hear objections which may be made to any of the foregoing assessments in Street Improvement District #156 Area A as shown in the foregoing list by any person interested or his agent or attorney.

Phyllis Hager

NOTICE OF ASSESSMENTS FOR STREET IMPROVEMENT DISTRICT #156 AREA A
We the undersigned, constituting the Special Assessment Commission of the City of Mandan, do hereby certify that the following is a true and correct list of the particular lots and tracts of land which, in the opinion of the Commission, are especially benefited by the construction performed in Street Improvement District #156 Area A of the City of Mandan, showing the amount against each lot or tract, the same is a true and correct assessment of the property therein described to the best judgment of the members of the Commission. The items of expense in said improvement district and the assessments are as follows, to-wit.

Construction Cost	\$360,503.10
Engineering, Legal, Testing & Insp.	32,757.87
Less Federal, State, City Funding	<u>(346,630.48)</u>
Amount to be Assessed	\$ 46,630.49

<u>Seq#</u>	<u>Lot</u>	<u>Blk</u>	<u>Address</u>	<u>Amount Assessed</u>
<u>HIGHLAND 1ST</u>				
2060	6	1	1001 Tower Place NE	1,110.25
2061	1	2	1000 1 st Avenue NE	1,110.25
2062	2	2	1002 1 st Avenue NE	1,110.25
2063	3	2	1003 1 st Avenue NE	1,110.25
2064	4	2	1001 1 st Avenue NE	1,110.25
2065	5	2	108 Division Street NE	1,110.25
<u>NORMAS</u>				
5225	1	1	906 1 st Avenue NE	1,110.25
5229	1	2	907 1 st Avenue NE	1,110.25
<u>DIANE'S 1ST</u>				
447	1	1	815 3 rd Avenue NE	1,110.25
461	1	2	815 Johns Drive NE	1,110.25
477	17	2	816 3 rd Avenue NE	1,110.25
513	1	4	815 4 th Avenue NE	1,110.25
539	27	4	405 Division Street NE	1,110.25
540	1	5	503 Division Street NE	1,110.25
561	22	5	812 4 th Avenue NE	1,110.25
562	1	6	805 6 th Avenue NE	1,110.25
578	17	6	806 5 th Avenue NE	1,110.25
579	1	7	805 7 th Avenue NE	1,110.25
594	16	7	804 6 th Avenue NE	1,110.25
595	1	8	807 8 th Avenue NE	1,110.25
621	27	8	804 7 th Avenue NE	1,110.25

622	1	9	806 8 th Avenue NE	1,110.25
<u>DIANE'S 2ND</u>				
641	1	1	304 Division Street NE	1,110.25
674	1	4	400 Division Street NE	1,110.25
<u>MANDAN LANDS</u>				
2896	3 of NE4 (Less Lot A)	27	City of Mandan	4,441.00
<u>DIANE'S 3RD</u>				
7828	14	1	404 Division Street NE	1,110.25
7840	13	2	408 Division Street NE	1,110.25
<u>DIANE'S 4TH</u>				
7579	1	1	500 Division Street NE	1,110.25
7590	1	2	504 Division Street NE	1,110.25
<u>DIANE'S 5TH</u>				
9165	1	1	508 Division Street NE	1,110.25
9175	1	2	600 Division Street NE	1,110.25
<u>DIANE'S 6TH</u>				
386	1	1	602 Division Street NE	1,110.25
394	1	2	700 Division Street NE	1,110.25
<u>DIANE'S 7TH</u>				
9530	1 Less E 6' & 706.66' of 7	1	704 Division Street NE	1,110.25
9531	2 & E 6' of 1	1	708 Division Street NE	1,110.25
9532	3	1	802 Division Street NE	1,110.25
9533	4	1	806 Division Street NE	555.12
9543	1	2	1102 8 th Avenue NE	555.12
<u>HIGHLAND 3RD</u>				
10937	1	1	1100 Collins Avenue	2,220.50

Witness our hands officially as said Commission this 06th day of November, 2012.

/s/ Carl Jacobsen
Chairman

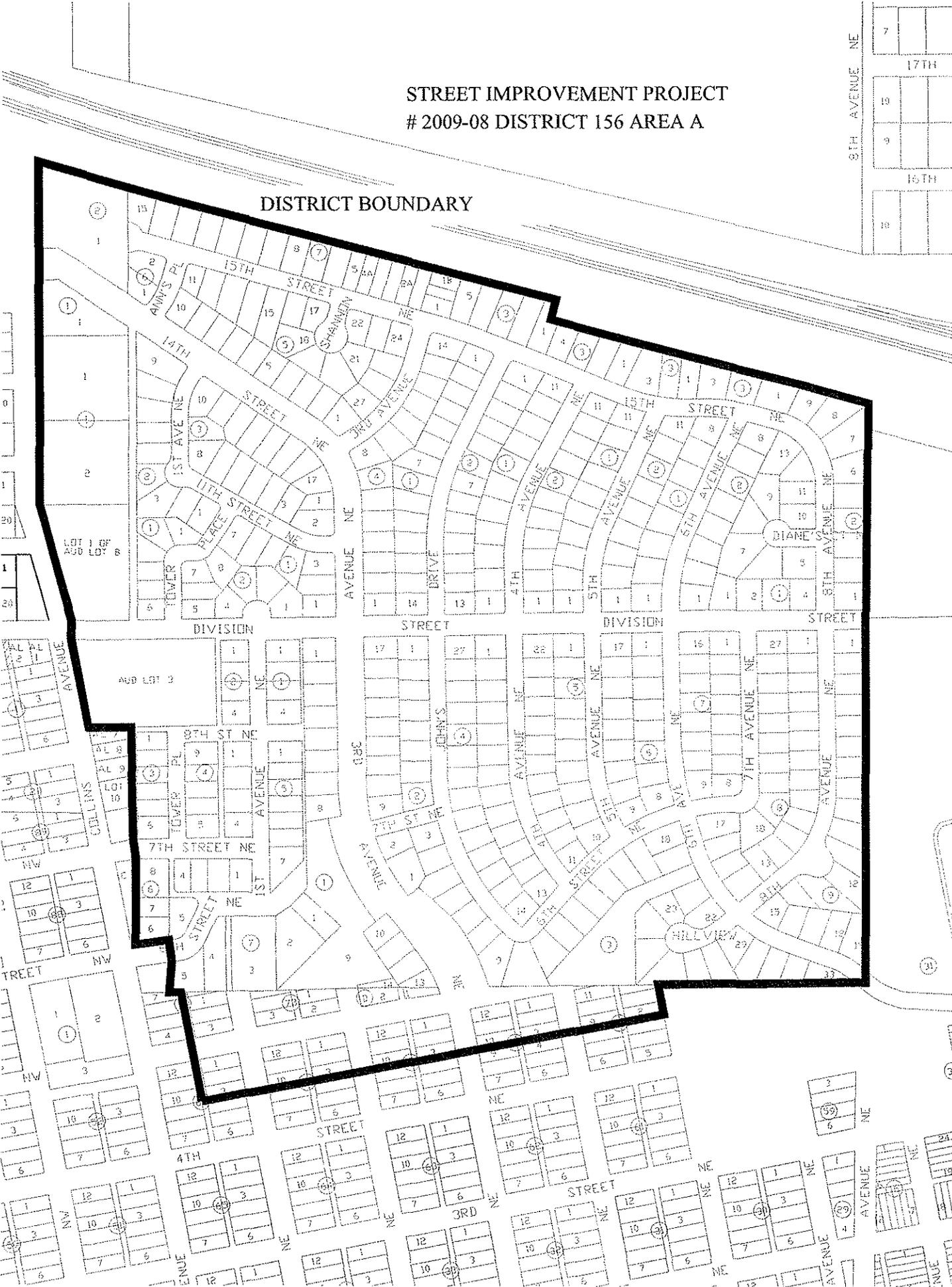
/s/ Keith Winks
Member

/s/ Deborah Holter
Member

Publish: November 16, 2012
November 23, 2012

STREET IMPROVEMENT PROJECT
2009-08 DISTRICT 156 AREA A

DISTRICT BOUNDARY



NOTICE OF HEARING OF OBJECTIONS TO SPECIAL
ASSESSMENTS FOR STREET IMPROVEMENT DISTRICT #156 AREA B

Notice is Hereby Given, that the Special Assessment Commission of the City of Mandan, North Dakota will meet at Mandan City Hall, 205 2nd Avenue NW on December 05, 2012 at 5:30 p.m. to hear objections which may be made to any of the foregoing assessments in Street Improvement District #156 Area B as shown in the foregoing list by any person interested or his agent or attorney.

Phyllis Hager

NOTICE OF ASSESSMENTS FOR STREET IMPROVEMENT DISTRICT #156 AREA B
We the undersigned, constituting the Special Assessment Commission of the City of Mandan, do hereby certify that the following is a true and correct list of the particular lots and tracts of land which, in the opinion of the Commission, are especially benefited by the construction performed in Street Improvement District #156 Area B of the City of Mandan, showing the amount against each lot or tract, the same is a true and correct assessment of the property therein described to the best judgment of the members of the Commission. The items of expense in said improvement district and the assessments are as follows, to-wit.

Construction Cost	\$196,907.98
Engineering, Legal, Testing & Insp.	28,631.80
Less Federal, State, City Funding	<u>(187,769.92)</u>
Amount to be Assessed	\$ 37,769.86

<u>Seq#</u>	<u>Lot</u>	<u>Blk</u>	<u>Address</u>	<u>Amount Assessed</u>
<u>DIANE'S 2ND</u>				
656	9A	2	111 14 st Street NE	848.76
656A	9B	2	115 14 th Street NE	848.76
659	3	3	208 11 th Street NE	848.76
660	4	3	204 11 th Street NE	848.76
661	5	3	200 11 th Street NE	848.76
662	6	3	108 11 th Street NE	848.76
663	7	3	104 11 th Street NE	848.76
664	8	3	1300 1 st Avenue NE	848.76
665	9	3	1308 1 st Avenue NE	848.76
666	10	3	1400 1 st Avenue NE	424.38
667	11A	3	207 14 th Street NE	848.76
667A	11B	3	205 14 th Street NE	848.76
668	12A	3	211 14 th Street NE	848.76
668A	12B	3	209 14 th Street NE	848.76
669	13	3	213 14 th Street NE	848.76
670	14	3	301 14 th Street NE	848.76
671	15	3	305 14 th Street NE	848.76
672	16	3	1309 3rd Avenue NE	1,697.52
688	1	5	1401 3rd Avenue NE	848.76
689	2-5 Bldg A-1 Unit 8	5	310 14 th Street NE	424.38
689A	2-5 Bldg A-1 Unit 7	5	308 14 th Street NE	424.38
689B	2-5 Bldg A-1 Unit 6	5	306 14 th Street NE	424.38
689C	2-5 Bldg A-1 Unit 5	5	304 14 th Street NE	424.38
690	2-5 Bldg A-1 Unit 4	5	302 14 th Street NE	424.38

690A	2-5 Bldg A-1 Unit 3	5	300 14 th Street NE	424.38
690B	2-5 Bldg A-1 Unit 2	5	230 14 th Street NE	424.38
690C	2-5 Bldg A-1 Unit 1	5	228 14 th Street NE	424.38
691	2-5 Bldg B-1 Unit 2	5	226 14 th Street NE	424.38
691A	2-5 Bldg B-1 Unit 1	5	224 14 th Street NE	424.38
692	2-5 Bldg B-2 Unit 4	5	222 14 th Street NE	424.38
692A	2-5 Bldg B-2 Unit 3	5	220 14 th Street NE	424.38
692B	2-5 Bldg B-2 Unit 2	5	218 14 th Street NE	424.38
692C	2-5 Bldg B-2 Unit 1	5	216 14 th Street NE	424.38
693	6 & 7	5	200 14 th Street NE	3,395.05
696	8 & 9	5	114 14 th Street NE	3,395.05
697	10 Unit 1 & ¼ Interest	5	1500 Ann's Place NE Unit 1	424.38
697A	10 Unit 2 & ¼ Interest	5	1500 Ann's Place NE Unit 2	424.38
697B	10 Unit 3 & ¼ Interest	5	1500 Ann's Place NE Unit 3	424.38
697C	10 Unit 4 & ¼ Interest	5	1500 Ann's Place NE Unit 4	424.38

GIBB'S 2ND

8125	1	1	1410 Collins Avenue	3,395.05
8126	1 & Lots 1 & 2 Block 6 Diane's 2 nd		& Lots 13-14-15 Block 7 Diane's 2 nd	
		2	100 14 th Street NE	3,395.05

Witness our hands officially as said Commission this 06th day of November, 2012.

/s/ Carl Jacobsen
Chairman

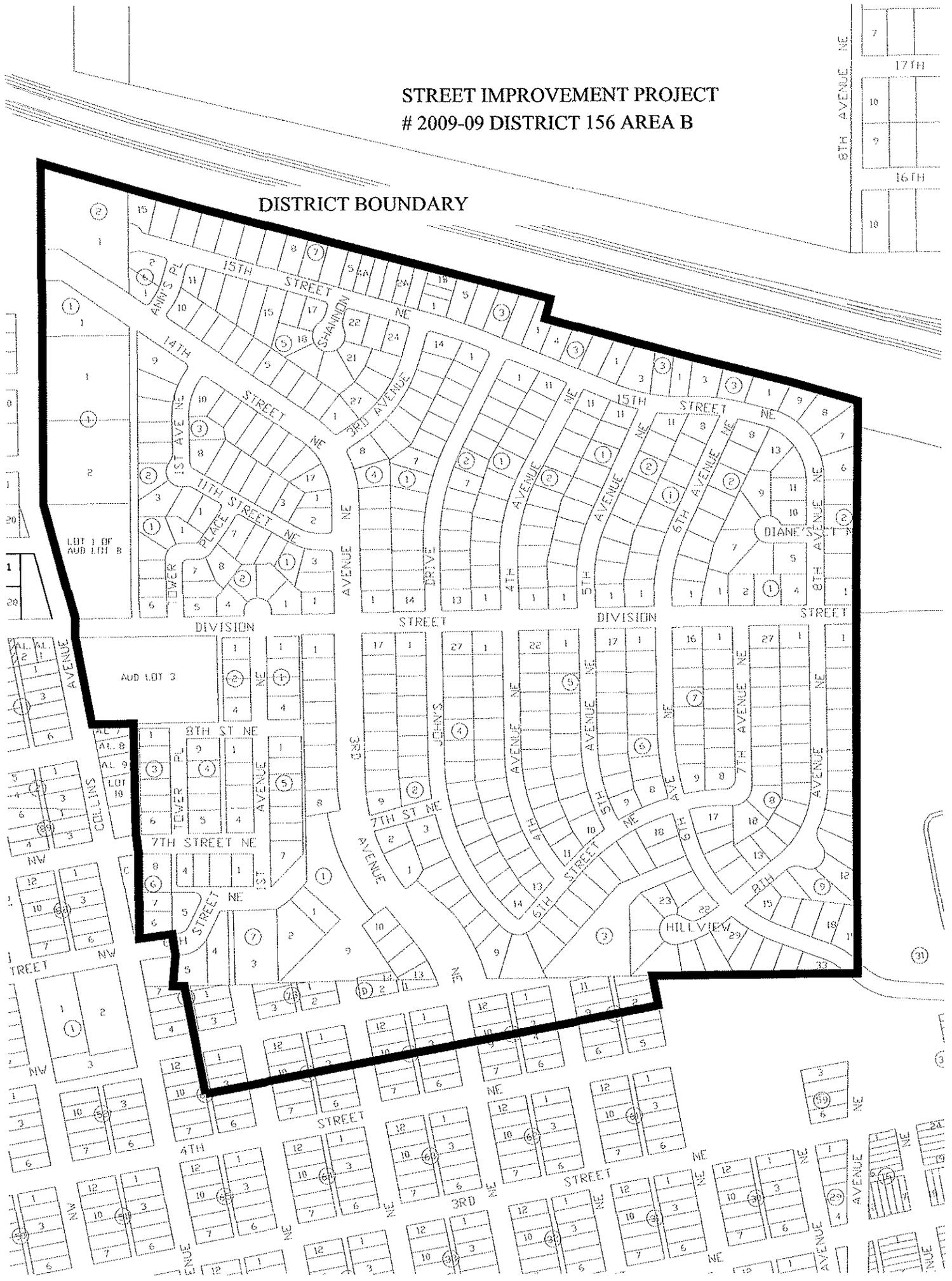
/s/ Keith Winks
Member

/s/ Deborah Holter
Member

Publish: November 16, 2012
November 23, 2012

STREET IMPROVEMENT PROJECT
2009-09 DISTRICT 156 AREA B

DISTRICT BOUNDARY



NOTICE OF HEARING OF OBJECTIONS TO SPECIAL
ASSESSMENTS FOR STREET IMPROVEMENT DISTRICT #156 AREA C

Notice is Hereby Given, that the Special Assessment Commission of the City of Mandan, North Dakota will meet at Mandan City Hall, 205 2nd Avenue NW on December 05, 2012 at 5:30 p.m. to hear objections which may be made to any of the foregoing assessments in Street Improvement District #156 Area C as shown in the foregoing list by any person interested or his agent or attorney.

Phyllis Hager

NOTICE OF ASSESSMENTS FOR STREET IMPROVEMENT DISTRICT #156 AREA C
We the undersigned, constituting the Special Assessment Commission of the City of Mandan, do hereby certify that the following is a true and correct list of the particular lots and tracts of land which, in the opinion of the Commission, are especially benefited by the construction performed in Street Improvement District #156 Area C of the City of Mandan, showing the amount against each lot or tract, the same is a true and correct assessment of the property therein described to the best judgment of the members of the Commission. The items of expense in said improvement district and the assessments are as follows, to-wit.

Construction Cost	\$322,782.59
Engineering, Legal, Testing & Insp.	32,307.83
Less Federal, State, City Funding	<u>(302,545.22)</u>
Amount to be Assessed	\$ 52,545.20

<u>Seq#</u>	<u>Lot</u>	<u>Blk</u>	<u>Address</u>	<u>Amount Assessed</u>
<u>DIANE'S 1ST</u>				
447	1	1	815 3 rd Avenue NE	597.10
448	1	2	815 Johns Drive NE	1,194.21
449	3	1	811 3 rd Avenue NE	1,194.21
450	4	1	809 3 rd Avenue NE	1,194.21
451	5	1	807 3 rd Avenue NE	1,194.21
452	6	1	805 3 rd Avenue NE	1,194.21
453	7 & 8	1	803 3 rd Avenue NE	4,776.84
454	9 (Less 23,449 sq ft)	1	801 3 rd Avenue NE	4,776.84
457	10	1	609 3 rd Avenue NE	2,388.42
458	11 & 12	1	603 3 rd Avenue NE	4,776.84
469	9	2	400 7 th Street NE	1,194.21
470	10	2	802 3 rd Avenue NE	1,194.21
471	11	2	804 3 rd Avenue NE	1,194.21
472	12	2	806 3 rd Avenue NE	1,194.21
473	13	2	808 3 rd Avenue NE	1,194.21
474	14	2	810 3 rd Avenue NE	1,194.21
475	15	2	812 3 rd Avenue NE	1,194.21
476	16	2	814 3 rd Avenue NE	1,194.21
477	17	2	816 3 rd Avenue NE	597.10
478	Balance of 1	3	706 3 rd Avenue NE	1,194.21
479	N 65' Lot 1	3	708 3 rd Avenue NE	1,194.21
480	2	3	710 3 rd Avenue NE	597.10

DIANE'S 2ND

641	1	1	304 Division Street NE	597.10
642	2	1	1105 3 rd Avenue NE	1,194.21
643	3	1	1109 3 rd Avenue NE	597.10
657	1	3	1213 3 rd Avenue NE	1,194.21
658	2	3	304 11 th Street NE	597.10
673	Tract A Lot 17	3	1301 3 rd Avenue NE	1,194.21
673A	Tract B Lot 17	3	1303 3 rd Avenue NE	1,194.21
674	1	4	400 Division Street NE	597.10
675	2	4	1104 3 rd Avenue NE	1,194.21
676	3	4	1108 3 rd Avenue NE	1,194.21
677	4	4	1112 3 rd Avenue NE	1,194.21
678	5	4	1200 3 rd Avenue NE	1,194.21
679	6	4	1212 3 rd Avenue NE	1,194.21
680	7	4	1300 3 rd Avenue NE	1,194.21
681	8	4	1308 3 rd Avenue NE	597.10

OL' TOWN

10898	E 5' of 6 & All 7	1	310 5 th Street NE	1,194.21
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Witness our hands officially as said Commission this 06th day of November, 2012.

/s/ Carl Jacobsen
Chairman

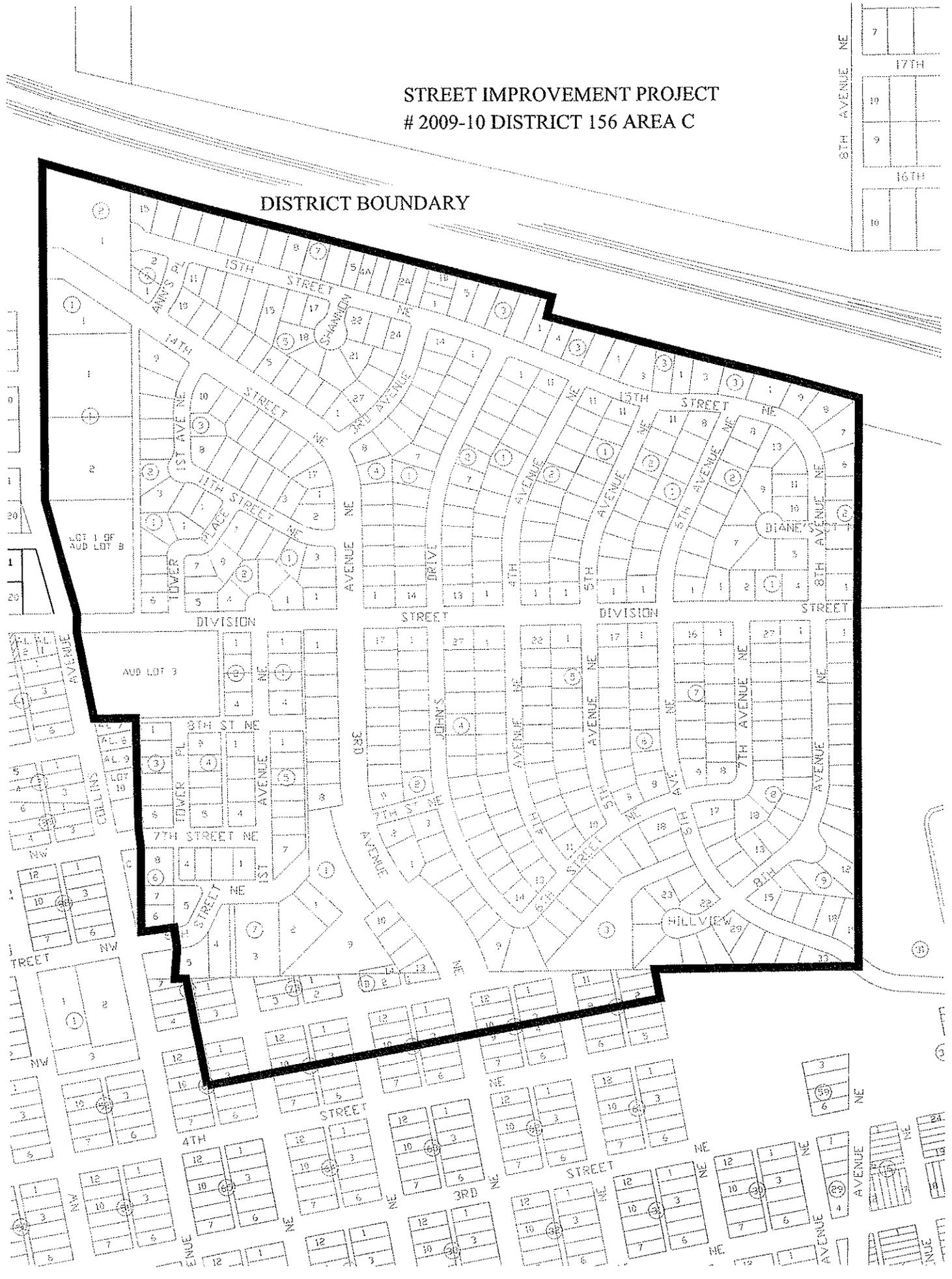
/s/ Keith Winks
Member

/s/ Deborah Holter
Member

Publish: November 16, 2012
November 23, 2012

STREET IMPROVEMENT PROJECT
2009-10 DISTRICT 156 AREA C

DISTRICT BOUNDARY



7	
17TH	
9	
16TH	
10	

NOTICE OF HEARING OF OBJECTIONS TO SPECIAL
ASSESSMENTS FOR STREET IMPROVEMENT DISTRICT #162

Notice is Hereby Given, that the Special Assessment Commission of the City of Mandan, North Dakota will meet at Mandan City Hall, 205 2nd Avenue NW on December 05, 2012 at 5:30 p.m. to hear objections which may be made to any of the foregoing assessments in Street Improvement District #162 as shown in the foregoing list by any person interested or his agent or attorney.

Phyllis Hager

NOTICE OF ASSESSMENTS FOR STREET IMPROVEMENT DISTRICT #162

We the undersigned, constituting the Special Assessment Commission of the City of Mandan, do hereby certify that the following is a true and correct list of the particular lots and tracts of land which, in the opinion of the Commission, are especially benefited by the construction performed in Street Improvement District #162 of the City of Mandan, showing the amount against each lot or tract, the same is a true and correct assessment of the property therein described to the best judgment of the members of the Commission. The items of expense in said improvement district and the assessments are as follows, to-wit.

Construction Cost	\$89,731.03
Engineering, Legal, Testing & Insp.	17,630.59
Bonding Costs	<u>5,368.08</u>
Amount to be Assessed	\$112,729.70

Seq#	Lot	Blk	Address	Amount Assessed
<u>HIT 1ST</u>				
10912	1	1	1201 7 th Avenue SE	37,576.57
10913	2	1	1211 7 th Avenue SE	37,576.57
10914	3	1	1301 7 th Avenue SE	37,576.56

Witness our hands officially as said Commission this 06th day of November, 2012.

/s/ Carl Jacobsen
Chairman

/s/ Keith Winks
Member

/s/ Deborah Holter
Member

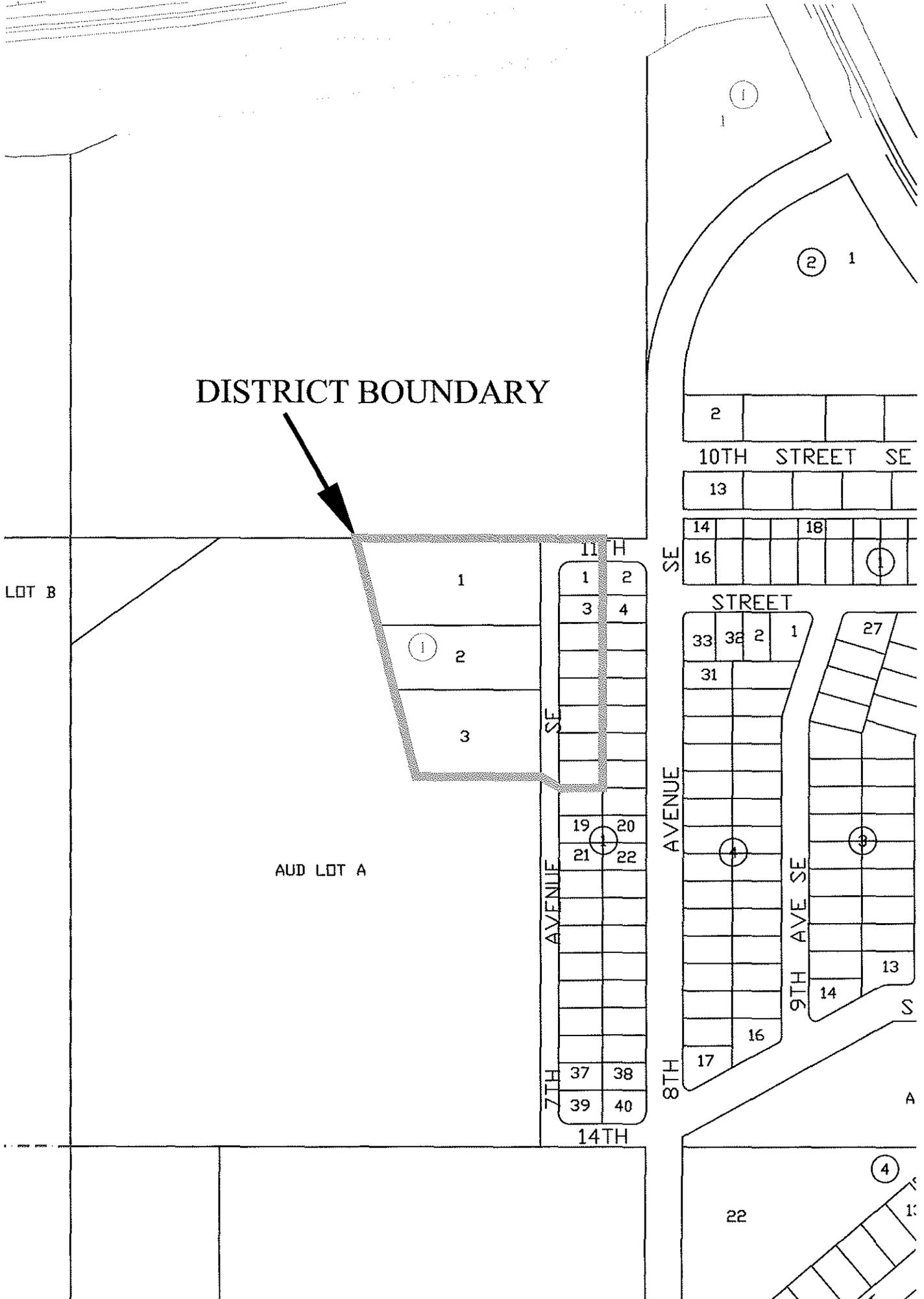
Publish: November 16, 2012
November 23, 2012

DISTRICT BOUNDARY



LOT B

AUD LOT A



NOTICE OF HEARING OF OBJECTIONS TO SPECIAL
ASSESSMENTS FOR WATER & SEWER IMPROVEMENT DISTRICT #57

Notice is Hereby Given, that the Special Assessment Commission of the City of Mandan, North Dakota will meet at Mandan City Hall, 205 2nd Avenue NW on December 05, 2012 at 5:30 p.m. to hear objections which may be made to any of the foregoing assessments in Water & Sewer Improvement District #57 as shown in the foregoing list by any person interested or his agent or attorney.

Phyllis Hager

NOTICE OF ASSESSMENTS FOR WATER & SEWER IMPROVEMENT DISTRICT #57
We the undersigned, constituting the Special Assessment Commission of the City of Mandan, do hereby certify that the following is a true and correct list of the particular lots and tracts of land which, in the opinion of the Commission, are especially benefited by the construction performed in Water & Sewer Improvement District #57 of the City of Mandan, showing the amount against each lot or tract, the same is a true and correct assessment of the property therein described to the best judgment of the members of the Commission. The items of expense in said improvement district and the assessments are as follows, to-wit.

Construction Cost	\$75,337.68
Engineering, Legal, Testing & Insp.	21,762.21
Bonding Costs	<u>4,854.99</u>
Amount to be Assessed	\$101,954.88

Seq#	Lot	Blk	Address	Amount Assessed
<u>HIT 1ST</u>				
10912	1	1	1201 7 AVE SE	33,984.96
10913	2	1	1211 7 AVE SE	33,984.96
10914	3	1	1301 7 AVE SE	33,984.96

Witness our hands officially as said Commission this 06th day of November, 2012.

/s/ Carl Jacobsen
Chairman

/s/ Keith Winks
Member

/s/ Deborah Holter
Member

Publish: November 16, 2012
November 23, 2012

PUBLIC HEARING MINUTES
Mandan Special Assessment Commission December 5, 2012

The Special Assessment (SAC) met in the Bosh Froehlich Meeting Room at Mandan City Hall on December 5, 2012 at 5:30 p.m. Members present were Keith Winks, Deborah Holter and Chairman Carl Jacobsen. Also present were Engineering Project Manager Kim Fettig, City Administrator Jim Neubauer, Director of Public Works Jeff Wright, Finance Director Greg Welch and Special Assessment Analyst Phyllis Hager. Chairman Jacobsen informed those present of the purpose of this Commission as stated according to NDCC Section 40-23-07.

Consider approval of the November 27, 2012 Meeting Minutes: *Holter requested a change to the November 6, 2012 minutes to read Winks and Jacobsen voted "Aye". Holter voted "Nay" on approval of the minutes, instead of being unanimously approved. Motion carried. Holter moved to approve the minutes of the November 27, 2012 meeting and also include the change. Winks seconded the motion. The motion passed unanimously.*

Chairman Jacobsen opened the public hearing on nine projects.

1. **Street Improvement District #155 Area A (27th St NW)** – Mill and Overlay project associated with stimulus money. Asphalt milling and overlay, replacement of damaged or bad curb & gutter, handicap ramps, asphalt patching and chip seal. Scott Marquart of 1101 27th Street NW questioned how the assessments were distributed on this project. Special Assessment Analyst Hager stated all lots directly adjacent to 27th Street NW received a unit cost of \$284.52. Lots adjacent to 9th, 10th, 11th and 12th were assessed one-half the cost or \$142.26 since these lots were included within another district. Mr. Marquart also questioned why the inside lots along 27th Street NW did not receive any specials. He was informed that the main access for these lots is off 27th Street NW and those properties were assessed within the project which reconstructed 27th Street NW being Street Improvement District #159. He noted there was a larger cost liability for property owners adjacent to the streets in Street Improvement District #159 and he felt the small reduction on the outer lots of this district were an appeasement for those lots receiving much larger street costs within SAD #159. Mr. Marquart claimed he understood the methodology. Chairman Jacobsen stated that with many streets being reconstructed, overlapping was taken into consideration. *There being no further comments, Holter made a motion to confirm the special assessments as published and certify to the Board of City Commissioners for their consideration. Winks seconded the motion. The motion passed unanimously.*

2. **Street Improvement District #155 Area B (Old Red Trail)** - Mill and Overlay project associated with stimulus money. Asphalt milling and overlay, replacement of damaged or bad curb & gutter, handicap ramps, asphalt patching and chip seal. *There being no public comment on this project, Winks moved, seconded by Holter to confirm the special assessments as published and certify to the Board of City Commissioners for their consideration. The motion passed unanimously.*

3. **Street Improvement District #156 Area A (Division St. NE)** – Mill and Overlay project associated with stimulus money. The improvements to said streets within this district included milling of existing road surface, repair of curb & gutter, asphalt patching, leveling and overlay. Deb Geiger of 600 Division Street NE questioned her assessment of \$1,110.25 since she was told there would be no cost to the property owners because of the stimulus money. She felt there were no cracks, holes or any damage that would necessitate reconstruction of the street. She was informed that the work to Division Street NW took place in 2009 and being assessed at this time. Also, she was told the City does not have a budget to repair streets and suggested there be one to alleviate the burden of taxes and specials making it harder to sell her home. The Commission advised her to bring these concerns to the Board of City Commissioners at their regular meeting scheduled for January 8, 2013 at which time they will act upon these projects. Finance Director Greg Welch explained how the stimulus money is appropriated to these projects. He stated according to June 14, 2009 agenda documentation, which is the time the contract for the project was awarded, a special assessment district was also drawn so that if the cost exceeded the funding the differential would be paid 50% by the city and the remainder assessed to the properties. *No further comments, Holter moved to confirm the special assessments for this project as published and certify to the Board of City Commissioners for their consideration. Winks seconded the motion. Motion carried.*

4. **Street Improvement District #156 Area B (14th St NE)** – Mill and Overlay project associated with stimulus money. Asphalt milling and overlay, replacement of damaged or bad curb & gutter, handicap ramps, asphalt patching and chip seal. *No comments received from the audience, Holter moved, second by Winks to confirm the special assessments as published and to certify to the Board of City Commissioners for their consideration. The motion passed unanimously.*

5. **Street Improvement District #156 Area C (3rd Ave NE)** Mill and Overlay project associated with stimulus money. Asphalt milling and overlay, replacement of

damaged or bad curb & gutter, handicap ramps, asphalt patching and chip seal. *Holter recommended an address change since two Parcels #642 and #643 were listed with the same address of 1105 3rd Avenue NE. The address for Parcel #643 should read 1109 3rd Avenue NE. With the address change on the assessment list and no further public comment, Winks moved to confirm the special assessments as proposed and to certify to the Board of City Commissioners for their consideration. Holter seconded the motion. Motion carried.*

6. **Street Improvement District #159 (Terra Vallee Subdivision)** – Project consisted of asphalt milling and overlay, replacement of damaged or bad curb & gutter, handicap ramps, asphalt patching and chip seal. Darlene McLaughlin approached the podium and questioned how her assessments were determined on a 4-plex at 1002 24th Street NW. She stated that she received the same assessment on her 4-plex as two 8-plex units. Ms. Laughlin commented on the small amount of funding contributed to this project vs. other projects being heard this evening. Director of Public Works Jeff Wright informed her that the use of stimulus money is determined by the State. Those dollars can be used for major streets within a subdivision not for residential streets. Ms. Laughlin asked why 8th Avenue was not reconstructed. Mr. Wright said the property to the east was undeveloped and outside the city limits, therefore could not be assessed for their benefit in the reconstruction of 8th Avenue NW. She also questioned why the undeveloped lands south of 24th Street NW were not being assessed any costs for this project. Engineering Project Manager Kim Fettig stated the reason the property is a hill and does not have any access. Scott Marquart asked why some inside parcels of land did not receive any specials. He was informed that the main access for these lots is off of 27th Street NW and the properties were included in another project in which 27th Street NW was reconstructed. It was also noted that covenants exist whereby properties within the subdivision of equal weight value share special assessments costs equally. With all these issues at hand, Chairman Jacobsen suggested that this project be held over for further action at the Public Hearing on January 9, 2013 for further review regarding the concerns brought forth. *Holter moved and Winks seconded to bring this project back to the public hearing to be held on January 9, 2013. The motion passed unanimously.*

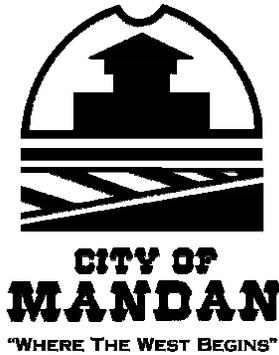
7. **Street Improvement District #162 (HIT)** – New installation of asphalt street with curb & gutter and street lighting on 7th Avenue SE. *No public comments, Winks moved to confirm the special assessments as published and certify to the Board of City Commissioners for their consideration. Holter seconded the motion. Motion carried.*

8. **Storm Sewer Improvement District #28 (water circulation pipe Lakewood area)** – Fresh water circulation pipe from Marina Road (near Moritz Marine/Bridgeview Bay) to the Lakewood Harbor chain of bays (Lakewood Spectrum Bldg) at 46th Ave SE. *No one present at the public hearing regarding this project. Holter moved to certify the proposed assessments to the Board of City Commissioners for final action. Winks seconded the motion. Motion carried.*

9. **Water & Sewer Improvement District #57 (HIT)** – Installation of additional sanitary sewer and watermain extension along 7th Avenue SE. *No public comment, Holter moved to confirm the special assessments as published and certify to the Board of City Commissioners for final approval. Winks seconded the motion. The motion passed unanimously.*

Calin Herrington approached the podium stating he had purchased a home and questioned the time frame in assessing these projects. He was informed that when calling the city for special assessment balances on a particular property, there was an indicator in place letting one know if there were pending specials. Holter also recommended upon pursuing title insurance that information would also be available.

There being no further business to come before the Commission, Holter moved and Winks seconded to adjourn the public hearing at 6:14 p.m. The motion passed unanimously.



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: January 3, 2013
SUBMITTING DEPARTMENT: Administration
DEPARTMENT DIRECTOR: Jim Neubauer, City Administrator
PRESENTER: Jim Neubauer, City Administrator
SUBJECT: Cost Participation Agreement (CPM) Memorial Highway Micro Surfacing Main St – 46th Ave - Amendment

STATEMENT/PURPOSE: Consider an amendment to a cost maintenance agreement n agreement with the NDDOT for the Federal Aid Highway Program.

BACKGROUND/ALTERNATIVES: On October 16, 2012, The City of Mandan entered into CPM Agreement for the micro surfacing of Memorial Highway from Main Street to 46th Ave. The falls in line with the classification of Memorial Highway whereby the City of Mandan cost shares at a 10%. The scope of work was approved by the City Commission in January 2012.

Amendments to that agreement are attached, mainly whereas the City requested NDDOT to continue maintenance on Memorial Highway, and NDDOT agreed.

ATTACHMENTS: Amendment to CPM Agreement

FISCAL IMPACT: n/a

STAFF IMPACT: Minimal

LEGAL REVIEW: Amendment to the CPM has been reviewed by City Attorney Brown

RECOMMENDATION: I recommend approval of the amendment to the CPM Agreement.

SUGGESTED MOTION: I move to approve the amendment to the CPM Agreement.

NDDOT Contract No. 38122490

North Dakota Department of Transportation
AMENDMENT TO COST PARTICIPATION AND MAINTENANCE AGREEMENT
Project No. SU-1-094(161)917

THIS AMENDMENT to the above-referenced contract is entered into by and between the State of North Dakota, acting through its Director of Transportation, hereinafter known as NDDOT, whose address is 608 East Boulevard Avenue, Bismarck, North Dakota 58505-0700, and city of Mandan, hereinafter known as the City, whose address is 205 Second Avenue NW, Mandan, ND 58554.

WHEREAS, the parties entered into a contract on October 22, 2012; and

WHEREAS, the cost participation and maintenance agreement included a paragraph noting that the City will, at its own expense, maintain or cause to be maintained, all portions of the project otherwise noted in this paragraph; and

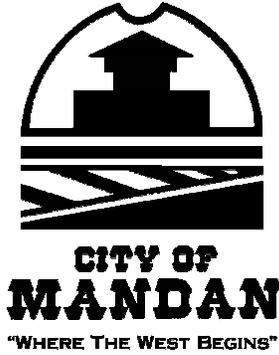
WHEREAS, the City requested that NDDOT continue maintenance on Memorial Highway; and

NOW THEREFORE, the City and NDDOT agree that the City will continue all maintenance on the shared use path as per previous agreements.

The City will also continue snow removal and ice control on Memorial Highway from Main Street to Riverwood Drive as per previous agreements.

The City is responsible for any roadway repairs on Memorial Highway due to City utility repairs.

Maintenance of the remaining roadway from Riverwood Drive to Expressway will continue to be NDDOT maintenance until a major improvement has been made to Memorial Highway.



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: January 3, 2013
SUBMITTING DEPARTMENT: Administration
DEPARTMENT DIRECTOR: Jim Neubauer, City Administrator
PRESENTER: Jim Neubauer, City Administrator
SUBJECT: Unused Annual Leave Carryover

STATEMENT/PURPOSE: To consider allowing additional leave carryover in unusual circumstances.

BACKGROUND/ALTERNATIVES: Due to staffing changes/shortages in the Planning and Engineering office Kim Fettig has been unable to utilize leave in a manner in which she intended.

Her anniversary date is February 14th and Kim has roughly 120 hours of time over and above the 120 that we are allowed to carry over that would be lost. Thus I am asking that she be allowed to carry over the additional time past her anniversary date. She would be subject to the 120 hour carryover limit on February 14, 2014.

ATTACHMENTS: n/a

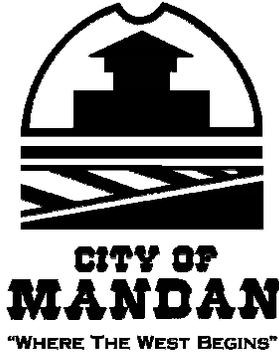
FISCAL IMPACT: n/a

STAFF IMPACT: n/a

LEGAL REVIEW:

RECOMMENDATION: I recommend that Ms. Kim Fettig be allowed to carryover an additional 120 hours of annual leave for a one year period.

SUGGESTED MOTION: I move that Ms. Kim Fettig be allowed to carryover an additional 120 hours of annual leave for a one year period.



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: January 3, 2013
SUBMITTING DEPARTMENT: Business Development & Communications
DEPARTMENT DIRECTOR: Ellen Huber, Business Development & Communications Director
PRESENTER: Ellen Huber, Business Development & Communications Director
SUBJECT: Renaissance Zone Committee re-appointment

STATEMENT/PURPOSE: To consider re-appointing Pat Maddock to the Renaissance Zone Committee for a three-year term from Jan. 1, 2013 through Dec. 31, 2015.

BACKGROUND/ALTERNATIVES: Maddock has indicated willingness to continue serving on the committee. He has been a representative of the real estate sector since the zone program was established in Mandan in late 2005. With four new members appointed to the committee in 2010 and 2011 and a new commissioner in 2012, some continuity is also helpful. Committee Chair Bruce Strinden recommends his approval.

The Renaissance Zone Committee makes recommendations to the City Commission regarding proposals for investment in the purchase, rehabilitation and new construction of commercial and residential properties in a 28-block area of downtown Mandan in accordance with state and local regulations. The committee meets as needed.

ATTACHMENTS: n/a

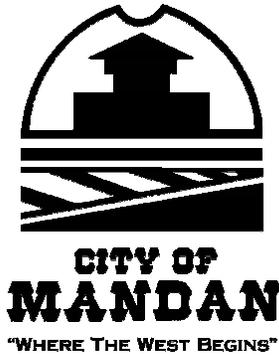
FISCAL IMPACT: n/a

STAFF IMPACT: n/a

LEGAL REVIEW: n/a

RECOMMENDATION: To approve re-appointing Pat Maddock to the Renaissance Zone Committee.

SUGGESTED MOTION: I move to approve the re-appointment of Pat Maddock to the Renaissance Zone Committee.



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 14, 2012
SUBMITTING DEPARTMENT: Assessing Dept
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: 2-Year Exemption for Quinn Messer & 70% Veteran's Exemption

STATEMENT/PURPOSE: To consider an exemption for new construction of a residential structure for the year 2012 plus 70% veteran exemption.

BACKGROUND/ALTERNATIVES: Quinn Messer qualifies for an exemption of the \$75,000 of structure value on a new single family dwelling plus qualifies for 70% veteran's exemption of up to \$120,000 value.

This parcel is also known as Lot 8, Block 2, Lakewood Harbor 4th Addition at 3603 Bay Shore Bend SE on Parcel #10204.

ATTACHMENTS: Applications.

FISCAL IMPACT: \$2822

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: Approval of the requested exemption for the first \$75,000 of structure value for the year 2012 on a newly constructed single family dwelling due to all qualifications being met. Approval of 70% veteran's exemption up to \$120,000 structure value due to qualifications being met.

SUGGESTED MOTION: I recommend a motion to approve the request by Quinn Messer for an exemption of the \$75,000 of structure value for the year 2012 on a newly constructed single family dwelling due to all qualifications being met and 70% veteran's exemption up to \$120,000 structure value.

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name MESSER QUINN

Property ID Number

Address 3603 BAY SHORE BEND SE

City 10204

Legal Description of the property involved in this application

County 65-1811505

Lot: 8

Block: 2

LAKEWOOD HARBOR 4TH

Received by the Morton County Auditor

Date 12-28-2012 *[Signature]*

Total true and full value of the property described above for the year 2012 is:

Land	\$34,100
Improvements	\$223,100
Total (1)	\$257,200

Total true and full value of the property described above for the year 2012 should be:

Land	\$34,100
Improvements	\$64,100
Total (2)	\$98,200

The difference of \$159,000 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 damaged by fire, flood or tornado (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)
- 1. 10. Other (Explain) NDCC 57-02-08 (20) qualifies for 70% veteran's exemption & NDCC 57-02-08 (35) qualifies for 2 year prop. tax new home

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____

2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____

3. The property was independently appraised: _____ Purpose of appraisal: _____
 Market value estimate: \$ _____
 Appraisal was made by whom? _____

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

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

The Applicant asks that he have the difference abated. Correct amounts in the City computer; however, tax statement does not reflect exemptions.

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____

Quinn Messer 12/16/12
 Signature of Applicant _____ Date _____

Governing Body of the City or Township

Recommendation of the governing board of Mandan City Commissioners

On _____ the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____

City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ Approve/Rejected by action of _____ County Board of Commissioners.

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23.04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application for the following reason(s): _____

Dated _____

County Auditor _____ Chairperson _____

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest? yes / no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

County Auditor _____ Date _____

**Application For Abatement
 And Settlement Of Taxes**

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of Applicant _____
 County Auditor's File No. _____

Date Application Was Filed
 With The County Auditor _____

PARCEL # 10204
260-0267

APPLICATION FOR TAX EXEMPTION FOR NEWLY BUILT HOMES

I hereby make application for a tax exemption for the years 2011 and 2012 on the property described below (exclusive of the land on which it is situated or any special assessments). I certify that the request is in compliance with HB1369, approved by the 50th Legislative Assembly and certify the following in support of my request.

NAME OF APPLICANT: Quinn Messer
MAILING ADDRESS: 3603 Bayshore Bend Mandan ND 58544
STATUS OF APPLICANT: Builder First Owner After Builder:
ADDRESS OF PROPERTY TO BE EXEMPT: 3603 Bayshore Bend SE
LEGAL DESCRIPTION: lot 8 Block 2
Lakewood Harbor 4th
DATE PERMIT ISSUED: 8-16-10 BUILDING PERMIT #: 383-10
CONTRACT DATE: _____ DATE OCCUPIED: 11-24-10
EXEMPTION CLAIMED: Single Family Townhouse Condo
COST OR VALUE OF STRUCTURE (Purchase Price): \$251,775.60
OWNER'S EST. MARKET VALUE (Lot and Structure): \$251,775.60
APPRAISAL VALUE: \$250,000.00

I hereby certify that there are no delinquent taxes or special assessments on the above described property.

DATE: 11/24/10 SIGNATURE: [Signature]

FOR OFFICE USE ONLY

APPROVED: _____

DENIED: _____ Reason for Denial: _____

County Auditor or Treasurer's confrontation on taxes: Date _____
Delinquent taxes _____ No Delinquent taxes _____ By _____

Richard Barta/AM 11/24/10
Assessor's Signature Date

ADDITIONAL REMARKS: _____

Application for Property Tax Exemption

This application must be filed with the assessor every year by February 1st of the year for which the exemption is claimed, except as stated in note (7) below.

Property Numbers: 10204 65- 1811505 Legal Description
Property Owner: MESSER QUINN Lot: 8 Block: 2
Property Address: 3603 BAY SHORE BEND SE LAKEWOOD HARBOR 4TH
Telephone Number: 260-0267

Date property was acquired: 11/24/2010 Market value of property claimed exempt: \$

Exemption Claimed Pursuant to One of the Following Section of the North Dakota Century Code:

- 1. N.D.C.C. § 57-02-08(7)(9), property used exclusively for public workshop or property belonging to a religious organization and used for religious purposes: Church [] Parsonage [] Other(attach explanation) []
2. N.D.C.C. § 57-02-08(8), property owned by an institution of public charity and used for the charitable purposes for which it was organized: Public Hospital [(1)] Nursing Home [(1)] Other(attach explanation) [(1)]
3. N.D.C.C. § 57-02-08(11), property owned by nonprofit lodges, clubs, etc. and used for their meetings and ceremonies:
a. If licensed to sell alcoholic beverages, describe each area of the building where these beverages are sold or consumed.
b. If food is sold, describe each area of the building where the food is sold or consumed.
4. N.D.C.C. § 57-02-08(20), buildings owned and occupied as a homestead by one of the following:
a. Paraplegic Disabled Veteran or Veteran awarded specially adapted housing [(2)(4)(5)(7)]
b. Disabled Veteran (60% or greater disability) [(2)(4)(5)(7)]
c. Permanently and Totally Disabled Person Confined to a Wheelchair [(2)]
5. N.D.C.C. § 57-02-08(22), buildings owned and occupied as a home by a blind person or spouse. (2)
6. N.D.C.C. § 57-02-08(26), buildings owned and occupied as a homestead by a paraplegic disabled person. (2)(3)
7. N.D.C.C. § 57-02-08(31), group homes owned by nonprofit corporations.
8. N.D.C.C. § 57-65-10, mobile home is exempt or the provisions of N.D.C.C. ch. 57-65 apply.
9. N.D.C.C. § Subsection

For what purpose(s) was the property used during the 12-month period prior to the year for which this exemption is claimed? (Note: Be specific. If there were several types of use, indicate such usages by square foot areas of the building and floor location. If additional space is needed, attach another sheet.)

Is any income derived from the use of any portion of this property by other individuals or groups, whether considered as rent or reimbursement for expenses or services rendered? Yes [] No [x] If Yes, give details.

(1) Provide a current copy of organizational documents supporting claim (e.g., articles of incorporation and by-laws, etc.) if claiming exemption for first time upon request.
(2) Provide an affidavit or physician's certificate if claiming exemption for first time.
(3) Provide an annual statement that previous year's income did not exceed the amount provided in N.D.C.C. § 57-02-03.1.
(4) Provide a copy of the DD Form 214 showing veteran's honorable discharge from active military service if claiming exemption for first time.
(5) Provide a certificate from the Department of Veterans Affairs certifying to the percentage of disability when claiming exemption for the first time, or if the veteran receives a change in the percentage of certified rated service-connected disability.
(6) Provide evidence from the Department of Veterans Affairs showing award of specially adapted housing if claiming exemption for this status for first time.
(7) Exemption is automatically renewed each following year, but the veteran or veteran's unremarried surviving spouse must reaffirm that person owns the property or no longer claims it as a primary place of residence, or if the veteran dies or receives a change in the percentage of the certified rated service-connected disability.

I(We) make application for real property tax exemption for the year 2012 on the property described above and, in compliance with North Dakota Century Code § 57-02-14.1, certify the information is accurate to the best of my(our) knowledge and belief.

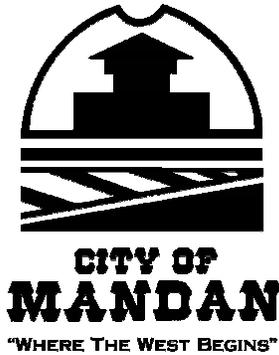
Note: N.D.C.C. § 12.1-11:02 provides that making a false statement in a governmental matter is punishable as a Class A misdemeanor.

Applicant: Quinn Messer Date: 4/9/12

Application is: Approved [x] Disapproved []

Assessor or Director of Tax Equalization Date

Percentage approved (4.6%)



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 14, 2012
SUBMITTING DEPARTMENT: Assessing Dept
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: 2-Year Exemption for Newly Built Home for Todd Brady

STATEMENT/PURPOSE: To consider an exemption for new construction of a residential structure for the year 2012.

BACKGROUND/ALTERNATIVES: Todd Brady qualifies for an exemption of the first \$75,000 of structure value on a new single family dwelling.

This parcel is also known as Lot 1N, Block 4, Lakewood 1st Addition at 2807 Waters Edge Ln SE on Parcel #9633 N.

ATTACHMENTS: Application.

FISCAL IMPACT: Approximately \$1,332

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: Approval of the requested exemption for the first \$75,000 of structure value for the year 2012 on a newly constructed single family dwelling due to all qualifications being met.

SUGGESTED MOTION: I recommend a motion to approve the request by Todd Brady for an exemption of the first \$75,000 of structure value for the year 2012 on a newly constructed single family dwelling due to all qualifications being met.

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name BRADY TODD E & LYNDA K
 Address 2807 WATERS EDGE LN SE
 Legal Description of the property involved in this application
 Lot: 1N
 Block: 4
 LAKEWOOD 1ST

Property ID Number
 City 9633 N
 County 65-1805064

Received by the Morton County Auditor
 Date 12/28/2012 [Signature]

Total true and full value of the property described above for the year 2012 is:

Land \$17,100
 Improvements \$185,200
 Total (1) \$202,300

Total true and full value of the property described above for the year 2012 should be:

Land \$17,100
 Improvements \$110,200
 Total (2) \$127,300

The difference of \$75,000 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 damaged by fire, flood or tornado (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) NDCC 57-02-08 (35) QUALIFIES FOR \$75,000 EXEMPTION

FOR NEW SINGLE FAMILY RESIDENTIAL PROPERTY, Morton County data did not reflect the reduction the city had in the computer system.

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____

2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____

3. The property was independently appraised: _____ Purpose of appraisal: _____
 _____ Market value estimate: \$ _____
 Appraisal was made by whom? _____

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

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

The Applicant asks that his difference be abated. The exemption is correct in the city computer; however, tax statement does not reflect exemption.

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____

Signature of Applicant [Signature] Date 12/21/12

PARCEL # 9633N

APPLICATION FOR TAX EXEMPTION FOR NEWLY BUILT HOMES

I hereby make application for a tax exemption for the years 2012 and 2013 on the property described below (exclusive of the land on which it is situated or any special assessments). I certify that the request is in compliance with HB1369, approved by the 50th Legislative Assembly and certify the following in support of my request.

NAME OF APPLICANT: Todd Brady
MAILING ADDRESS: 2807 Water edge lane
STATUS OF APPLICANT: Builder _____ First Owner After Builder: X
ADDRESS OF PROPERTY TO BE EXEMPT: Same
LEGAL DESCRIPTION: LIN, Block 4, Lakewood 1st

DATE PERMIT ISSUED: 3-09-11 BUILDING PERMIT #: 65-11, 154-12
CONTRACT DATE: _____ DATE OCCUPIED: 6-12
EXEMPTION CLAIMED: Single Family _____ Townhouse X Condo _____
COST OR VALUE OF STRUCTURE (Purchase Price): \$240,200
OWNER'S EST. MARKET VALUE (Lot and Structure): _____
APPRAISAL VALUE: _____

I hereby certify that there are no delinquent taxes or special assessments on the above described property.

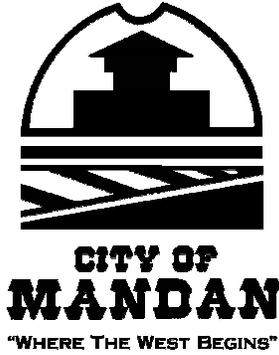
DATE: 6-28-12 SIGNATURE: Todd Brady

FOR OFFICE USE ONLY

APPROVED: _____
DENIED: _____ Reason for Denial: _____
County Auditor or Treasurer's confrontation on taxes: Date _____
Delinquent taxes _____ No Delinquent taxes _____ By _____

Assessor's Signature _____ Date _____

ADDITIONAL REMARKS: _____



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 18, 2012
SUBMITTING DEPARTMENT: Assessing Department
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Non-Profit Lodge Exemption for Boilermakers
Lodge 647

STATEMENT/PURPOSE: To consider a non-profit lodge exemption for the year 2012.

BACKGROUND/ALTERNATIVES: Boilermakers Lodge #647 has completed the necessary paperwork and meets all criteria, according to North Dakota Century Code 57-02-08(11), to receive a non-profit lodge exemption for the year 2012.

This parcel is also known as Block 1 of Mandan Industrial Park 7th Addition at 3400 42nd St NW on Parcel #9700A.

ATTACHMENTS: Application.

FISCAL IMPACT: Approximately \$6923.

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: Approval of the request by Boilermakers Lodge #647 to receive a non-profit lodge exemption for the year 2012.

SUGGESTED MOTION: I recommend a motion to approve the request by Boilermakers Lodge #647 to receive a non-profit lodge exemption for the year 2012 by meeting all requirements according to North Dakota Century Code 57-02-08(11).

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name BOILERMAKERS LODGE 647

Address 3400 42 ST NW

Legal Description of the property involved in this application

AUD LOT A OF LOT 1

Property ID Number

City 9700 A

County 65-2211312

Received by the Morton County Auditor

Date 12-28-2012 BK

Block: 1

MANDAN IND PARK 7TH

Total true and full value of the property described above for the year 2012 is:

Land \$92,200
 Improvements \$351,000
 Total (1) \$443,200

Total true and full value of the property described above for the year 2012 should be:

Land \$92,200
 Improvements \$0
 Total (2) \$92,200

The difference of \$351,000 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 damaged by fire, flood or tornado (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. § 57-02-06.1 (Attach a copy of Homestead Credit Application)
- 10. Other (Explain) NDCC 57-02-08 (11) NON-PROFIT LODGE QUALIFICATION

Morton County data did not reflect the reduction the City had in computer system

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

- 1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____
- 2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____
- 3. The property was independently appraised: _____ Purpose of appraisal: _____
 _____ Market value estimate: \$ _____
 Appraisal was made by whom? _____
- 4. The applicant's estimate of market value of the property involved in this application is \$ _____
- 5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

The Applicant asks that **WE ABATE THE BUILDING VALUE DUE TO QUALIFICATION OF PROPERTY OWNED BY NON-PROFIT LODGE**

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____

[Signature] _____ 12-27-12
 Signature of Applicant Date

Application for Property Tax Exemption

This application must be filed with the assessor every year by February 1st of the year for which the exemption is claimed, except as stated in note (7) below.

Property Numbers:	9700 A 65- 2211312	Legal Description
Property Owner:	BOILERMAKERS LODGE 647	Lot: Block: 1
Property Address:	3400 42 ST NW	AUD LOT A OF LOT 1
Telephone Number:		MANDAN IND PARK 7TH

Date property was acquired: _____ Market value of property claimed exempt: \$ _____

Exemption Claimed Pursuant to One of the Following Section of the North Dakota Century Code:

- 1. N.D.C.C. § 57-02-08(7)(9), property used exclusively for public workshop or property belonging to a religious organization and used for religious purposes: Church Parsonage Other(attach explanation)
- 2. N.D.C.C. § 57-02-08(8), property owned by an institution of public charity and used for the charitable purposes for which it was organized: Public Hospital (1) Nursing Home (1) Other(attach explanation) (1)
- 3. N.D.C.C. § 57-02-08(11), property owned by nonprofit lodges, clubs, etc. and used for their meetings and ceremonies:
 - a. If licensed to sell alcoholic beverages, describe each area of the building where these beverages are sold or consumed.
 - b. If food is sold, describe each area of the building where the food is sold or consumed.
- 4. N.D.C.C. § 57-02-08(20), buildings owned and occupied as a homestead by one of the following:
 - a. Paraplegic Disabled Veteran or Veteran awarded specially adapted housing (2)(4)(5)(6)(7)
 - b. Disabled Veteran (50% or greater disability) (2)(4)(5)(7)
 - c. Permanently and Totally Disabled Person Confined to a Wheelchair (2)
- 5. N.D.C.C. § 57-02-08(22), buildings owned and occupied as a home by a blind person or spouse. (2)
- 6. N.D.C.C. § 57-02-08(26), buildings owned and occupied as a homestead by a paraplegic disabled person (2)(3)
- 7. N.D.C.C. § 57-02-08(31), group homes owned by nonprofit corporations.
- 8. N.D.C.C. § 57-55-10, mobile home is exempt or the provisions of N.D.C.C. ch. 57-55 apply.
- 9. N.D.C.C. § _____ Subsection _____

For what purpose(s) was the property used during the 12-month period prior to the year for which this exemption is claimed? (Note: Be specific. If there were several types of use, indicate such usages by square foot areas of the building and floor location. If additional space is needed, attach another sheet.)

Is any income derived from the use of any portion of this property by other individuals or groups, whether considered as rent or reimbursement for expenses or services rendered? Yes No If Yes, give details.

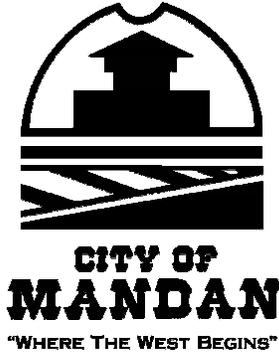
(1) Provide a current copy of organizational documents supporting claim (e.g., articles of incorporation and by-laws, etc.) if claiming exemption for first time upon request.
 (2) Provide an affidavit or physician's certificate if claiming exemption for first time.
 (3) Provide an annual statement that previous year's income did not exceed the amount provided in N.D.C.C. § 57-02-08.1.
 (4) Provide a copy of the DD Form 214 showing veteran's honorable discharge from active military service if claiming exemption for first time.
 (5) Provide a certificate from the Department of Veterans Affairs certifying to the percentage of disability when claiming exemption for the first time, or if the veteran receives a change in the percentage of certified rated service-connected disability.
 (6) Provide evidence from the Department of Veterans Affairs showing award of specially adapted housing if claiming exemption for this status for first time.
 (7) Exemption is automatically renewed each following year, but the veteran or veteran's unmarried surviving spouse must refile if that person sells the property or no longer claims it as a primary place of residence, or if the veteran dies or receives a change in the percentage of the certified rated service-connected disability.

I(We) make application for real property tax exemption for the year 2012 on the property described above and, in compliance with North Dakota Century Code § 57-02-14.1, certify the information is accurate to the best of my(our) knowledge and belief.

Note: N.D.C.C. § 12.1-11-02 provides that making a false statement in a governmental matter is punishable as a Class A misdemeanor.

Application is: Approved Disapproved
 Percentage approved(4. b) _____%

Lyle Vogt 2-12-12
 Applicant Date
Richard Z. Barta 4-2-12
 Assessor or Director of Tax Equalization Date



Consent No. 8iv

Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 17, 2012
SUBMITTING DEPARTMENT: Assessing Dept
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: 2-Year Exemption for Barry Koch - new construction

STATEMENT/PURPOSE: To consider an exemption for new construction of a residential structure for the year 2012.

BACKGROUND/ALTERNATIVES: Barry Koch qualifies for an exemption of the second \$75,000 of structure value on a new single family dwelling.

This parcel is also known as Lot 4, Block 1, Koch's Lakewood Village Addition at 2507 Nash Lane SE on Parcel #10900-A.

ATTACHMENTS: Application.

FISCAL IMPACT: Approximately \$1,332

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: Approval of the requested exemption for the second \$75,000 of structure value for the year 2012 on a newly constructed single family dwelling due to all qualifications being met.

SUGGESTED MOTION: I recommend a motion to approve the request by Barry Koch for an exemption of the second \$75,000 of structure value for the year 2012 on a newly constructed single family dwelling due to all qualifications being met.

12/18/2012 11:08 6239359809

PEBBLECREEKRESORT

PAGE 04/04

Application For Abatement And Settlement Of Taxes
 North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name KOCH BARRY I & JOYCELYN

Address 2507 NASH LN SE

Legal Description of the property involved in this application

§ 45' LOT 2

Property ID Number

City 10900 A

County 65-6104213

Received by the Morton County Auditor

Date 12-28-2012 *PK*

Block: 1

KOCH'S LAKEWOOD VILLAS

Total true and full value of the property described above for the year 2012 is:

Land	\$10,900
Improvements	\$162,500
Total (1)	\$173,400

Total true and full value of the property described above for the year 2012 should be:

Land	\$10,900
Improvements	\$87,500
Total (2)	\$98,400

The difference of \$75,000 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 **Morton County data did not reflect the reduction the city had in computer system.*
- ___ 4. Nonexisting improvement assessed
- ___ 5. Compliment or property is exempt from taxation (Attach a copy of Application for Property Tax Exemption)
- ___ 6. Duplicate assessment
- ___ 7. Property improvement was damaged by fire, flood or tornado (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) NDCC 57-02-08 (35) QUALIFIES FOR 2 YR TAX EXEMPTION

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____

2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____

3. The property was independently appraised: _____ Purpose of appraisal: _____
 Market value estimate: \$ _____
 Appraisal was made by whom? _____

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

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

The Applicant asks that HE BE ABATED FOR THE SECOND YEAR \$75,000 TAX EXEMPTION FOR 2012.

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____ Signature of Applicant *B.I. Koch* Date *12-18-2012*

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of Maudon City Commissioners

On _____ the governing board of this municipality, after examination of this applications and the facts, passed a resolution recommending to the Board of County Commissioners that he application be _____

Dated this _____ day of _____, _____

City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.

Based upon an examination of the facts and the provisions of North Dakota Century Code § 37.28-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application for the following reason(s): _____

Dated _____

County Auditor

Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest? yes / no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

County Auditor

Date:

Application For Abatement
 And Settlement Of Taxes

Name of Applicant _____

County Auditor's File No. _____

Date Application Was Filed
 With The County Auditor _____

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PAGE 02/04

PARCEL # 10900A

APPLICATION FOR TAX EXEMPTION FOR NEWLY BUILT HOMES

I hereby make application for a tax exemption for the years ____ and ____ on the property described below (exclusive of the land on which it is situated or any special assessments). I certify that this request is in compliance with North Dakota Century Code 57-02-08(35). This exemption is for single family dwelling, condo or townhome only.

NAME OF APPLICANT: Barry Koch
MAILING ADDRESS: P.O. Bx 952 Mandan N.D. 58504
STATUS OF APPLICANT: Builder ____ First owner after builder: Barry Koch
ADDRESS OF PROPERTY TO BE EXEMPT: 2507 Wash Ln SE
LEGAL DESCRIPTION: Block 1 - Koch's Lakewood Villas
DATE PERMIT ISSUED: 5-11-10 BUILDING PERMIT #: 182-10-0010
CONTRACT DATE: 6-1-2010 DATE OCCUPIED: 9-28-2010
EXEMPTION CLAIMED: Single Family ____ Townhouse X Condo ____
COST OR VALUE OF STRUCTURE (Purchase Price): 195000
OWNER'S EST. MARKET VALUE (Lot and Structure): 245000
APPRAISAL VALUE: 263000

I hereby certify that there are no delinquent taxes or special assessments on the above described property.

DATE: 12-18-2012 SIGNATURE: B. Koch

FOR OFFICE USE ONLY

APPROVED: _____

DENIED: _____ Reason for Denial: _____

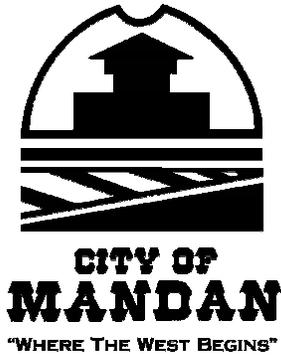
Richard L. Burt

Assessor's Signature

Date

12-18-12

701-667-~~3001~~
2421



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 21, 2012
SUBMITTING DEPARTMENT: Assessing Department
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Exemption for Basin Electric Power Co. – subject to “in lieu” taxes

STATEMENT/PURPOSE: To consider an exemption that is subject to “in lieu” taxes for the year 2012.

BACKGROUND/ALTERNATIVES: Basin Electric Power Co. has completed the necessary paperwork and meets all criteria, according to North Dakota Century Code 57-33.2 Subsection 05), to receive an exemption that is subject to “in lieu” taxes for the year 2012.

This parcel is also known as Lot 3, Block1 of Industrial Park 1st Addition at 2719 34th St NW on Parcel #2682.

ATTACHMENTS: Application & State Century Code.

FISCAL IMPACT: Approximately \$11,411.

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: Approval of the request by Basin Electric Power Co. to receive an exemption that is subject to “in lieu” taxes for the year 2012.

SUGGESTED MOTION: I recommend a motion to approve the request by Basin Electric Power Co. to receive an exemption that is subject to “in lieu” taxes for the year 2012 by meeting all requirements according to North Dakota Century Code 57-33.2.

Board of City Commissioners

Agenda Documentation

Meeting Date: January 8, 2013

Subject: Exemption for Basin Electric Power Co. – subject to “in lieu” taxes

Page 2 of 5

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name BASIN ELECTRIC POWER CO.

Address 2719 34 ST NW

Legal Description of the property involved in this application

Lot: 0003

Block: 001

MANDAN IND PARK 1ST

Property ID Number

City 2682

County 65-2192000

Received by the Morton County Auditor

Date 12/28/12 BK

Total true and full value of the property described above for the year 2012 is:

Land \$335,500
Improvements \$579,800
Total (1) \$915,300

Total true and full value of the property described above for the year 2012 should be:

Land \$335,500
Improvements \$0
Total (2) \$335,500

The difference of \$579,800 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, Morton County data did not reflect what the reduction the city had in computer system due to qualification of state statute
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 damaged by fire, flood or tornado (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. § 57-02-06.1 (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 to question #5.

1. Purchase price of property: \$ Date of Purchase:
Terms: Cash Contract Trade Other (explain)
Was there personal property involved in the purchase price? Estimated value: \$
2. Has the property been offered for sale on the open market? If yes, how long?
Asking price: \$ Terms of sale:
Market value estimate: \$
Appraisal was made by whom?
4. The applicant's estimate of market value of the property involved in this application is \$
5. The estimated agricultural productive value of this property is excessive because of the following condition(s):

The Applicant asks that:
qualifies for property exemption. the original exemption application was filed & approved in January 2012

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) Date

Signature of Applicant Donald J Boehm 12/21/12 Date

Need a contact phone #

Application for Property Tax Exemption

COPY

This application must be filed with the assessor every year by February 1st of the year for which the exemption is claimed, except as stated in note (7) below.

Property Numbers:	2682	65-2192000	Legal Description
Property Owner:	BASIN ELECTRIC POWER CO.		Lot: 0003 Block: 001
Property Address:	2719 34 ST NW		MANDAN IND PARK 1ST
Telephone Number:	701-557-5312		

Date property was acquired: _____ Market value of property claimed exempt: \$ 100% of Building Value

Exemption Claimed Pursuant to One of the Following Section of the North Dakota Century Code:

- 1. N.D.C.C. § 57-02-08(7)(9), property used exclusively for public workshop or property belonging to a religious organization and used for religious purposes: Church Parsonage Other(attach explanation)
- 2. N.D.C.C. § 57-02-08(8), property owned by an institution of public charity and used for the charitable purposes for which it was organized: Public Hospital (1) Nursing Home (1) Other(attach explanation) (1)
- 3. N.D.C.C. § 57-02-08(11), property owned by nonprofit lodges, clubs, etc. and used for their meetings and ceremonies:
 - a. If licensed to sell alcoholic beverages, describe each area of the building where these beverages are sold or consumed.
 - b. If food is sold, describe each area of the building where the food is sold or consumed.
- 4. N.D.C.C. § 57-02-08(20), buildings owned and occupied as a homestead by one of the following:
 - a. Paraplegic Disabled Veteran or Veteran awarded specially adapted housing (2)(4)(5)(6)(7)
 - b. Disabled Veteran (50% or greater disability) (2)(4)(5)(7)
 - c. Permanently and Totally Disabled Person Confined to a Wheelchair (2)
- 5. N.D.C.C. § 57-02-08(22), buildings owned and occupied as a home by a blind person or spouse. (2)
- 6. N.D.C.C. § 57-02-08(26), buildings owned and occupied as a homestead by a paraplegic disabled person (2)(8)
- 7. N.D.C.C. § 57-02-08(31), group homes owned by nonprofit corporations.
- 8. N.D.C.C. § 57-55-10, mobile home is exempt or the provisions of N.D.C.C. ch. 57-55 apply.
- 9. N.D.C.C. § 57-33.2 Subsection 05

For what purpose(s) was the property used during the 12-month period prior to the year for which this exemption is claimed? (Note: Be specific. If there were several types of use, indicate such usages by square foot areas of the building and floor location. If additional space is needed, attach another sheet.)

Is any income derived from the use of any portion of this property by other individuals or groups, whether considered as rent or reimbursement for expenses or services rendered? Yes No If Yes, give details.

(1) Provide a current copy of organizational documents supporting claim (e.g., articles of incorporation and by-laws, etc.) if claiming exemption for first time upon request.
 (2) Provide an affidavit or physician's certificate if claiming exemption for first time.
 (3) Provide an annual statement that previous year's income did not exceed the amount provided in N.D.C.C. § 57-02-08.1.
 (4) Provide a copy of the DD Form 214 showing veteran's honorable discharge from active military service if claiming exemption for first time.
 (5) Provide a certificate from the Department of Veterans Affairs certifying to the percentage of disability when claiming exemption for the first time, or if the veteran receives a change in the percentage of certified rated service-connected disability.
 (6) Provide evidence from the Department of Veterans Affairs showing award of specially adapted housing if claiming exemption for this status for first time.
 (7) Exemption is automatically renewed each following year, but the veteran or veteran's unmarried surviving spouse must refile if that person sells the property or no longer claims it as a primary place of residence, or if the veteran dies or receives a change in the percentage of the certified rated service-connected disability.

I(We) make application for real property tax exemption for the year 2012 on the property described above and, in compliance with North Dakota Century Code § 57-02-14.1, certify the information is accurate to the best of my(our) knowledge and belief.

Note: N.D.C.C. § 12.1-11-02 provides that making a false statement in a governmental matter is punishable as a Class A misdemeanor.

Donald J. Boehm 1/16/12
Applicant Date

Application is: Approved Disapproved
Percentage approved(4.b) 100 %

Richard L. Hartz
Assessor or Director of Tax Equalization Date

In Lieu Taxes

7. Electric Generation, Distribution, and Transmission Taxes

N.D.C.C. ch. 57-33.2

a. “Company” means an individual, partnership, corporation, limited liability company, limited liability partnership, cooperative, or any other organization or association engaged in generation, distribution, or transmission of electricity.

b. A company subject to taxation under N.D.C.C. ch. 57-06 is not a “company” for purposes of this chapter unless it files an irrevocable election with the tax commissioner to be treated as a company under this chapter. Property owned by a company that is otherwise taxable under ch. 57-06 which files an election under this chapter is exempt from taxation under ch. 57-06.

c. Land or lots owned and leased sites used by a company taxed under this chapter are subject to local assessment.

* d. Any company property which is not used in connection with electric generation, distribution, or transmission and which, under N.D.C.C. § 57-02-04, is considered real property, e.g., part of a building leased to others, is subject to local assessment.

* e. A distribution company is subject to a tax of \$1.00 per megawatt hour for retail sale of electricity to a consumer in North Dakota during the calendar year. Revenue from the distribution company tax is allocated to counties and other taxing districts based on the location of retail sales and the mileage of distribution lines located within each taxing district.

* f. A wind turbine electric generation unit with a nameplate capacity of 100 kilovolts or more, which is connected to a transmission or distribution system and owned by a company subject to taxation under this chapter is subject to a tax of \$2.50 per kilovolt times the rated capacity of the wind generator plus a tax of one-half of one mill per kilowatt-hour of electricity generated by the wind generator during the taxable period. Revenue from the generation tax is allocated to the county and taxing districts in which the wind farm is located. The kilowatt-hour tax is allocated according to the proportionate share of

Board of City Commissioners

Agenda Documentation

Meeting Date: January 8, 2013

Subject: Exemption for Basin Electric Power Co. – subject to “in lieu” taxes

Page 5 of 5

wind generation capacity within each county or other taxing district.

* g. Grid-connected generators owned by a company subject to taxation under this chapter that are part of a

project with generation capacity of 100 kilowatts or more not produced from coal or wind, or produced from coal and not subject to coal conversion taxes, are subject to a tax of \$.50 per kilowatt times the rated capacity of the generation unit plus one mill per kilowatt-hour of electricity generated by the production unit during the taxable period. Revenue from generation taxes is allocated to the county and taxing districts in which the generator is located.

G-21aProperty Not Assessed by Local Assessors Guideline Page 4

8. Transmission Lines

Transmission lines which operate at 41.6 kilovolts or more and are owned by companies that are required

or have elected to be taxed under N.D.C.C. ch. 57-33.2 are subject to a graduated per-mile tax from \$50 to

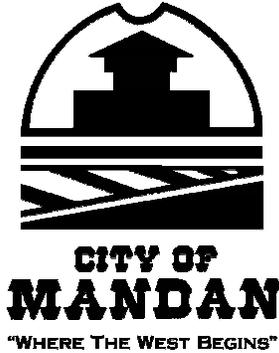
\$600 per year based on their nominal operating voltages. A transmission line initially placed in service after

January 1, 2009, is exempt for the first taxable year. The taxes are reduced by 75 percent for the second year,

50 percent for the third year, and 25 percent for the fourth year. After the fourth year, such transmission lines

are subject to the standard transmission line taxes. Transmission line taxes are allocated among the counties

and political subdivisions where the lines are located.



Consent No. 8vi

Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 18, 2012
SUBMITTING DEPARTMENT: Assessing Department
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Blind Exemption for Esther Rasch

STATEMENT/PURPOSE: To consider a blind exemption for the year 2012.

BACKGROUND/ALTERNATIVES: Esther Rasch has completed the necessary paperwork and meets all criteria, according to North Dakota Century Code 57-02-08(22), to receive a blind exemption for the year 2012.

This parcel is also known as the Block 2 , Lakewood Commercial Park 2nd Addition at 4321 Austin Lane SE, Unit 1 on Parcel #9885 H.

ATTACHMENTS: Application.

FISCAL IMPACT: Approximately \$2645 for the year 2012.

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: Approval of the request by Esther Rasch to receive a blind exemption for the year 2012.

SUGGESTED MOTION: I recommend a motion to approve the request by Esther Rasch to receive a blind exemption for the year 2012 by meeting all requirements according to North Dakota Century Code 57-02-08(22).

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name RASCH ALVIN & ESTHER

Address 4321 AUSTIN LANE SE UNIT 1

Legal Description of the property involved in this application
 LOT 2 (LESS S 69.80') BLDG 3 UNIT 1

Property ID Number

City 9885 H

County 65-6101780

Block: 2

LAKEWOOD COMM PARK 2ND

Total true and full value of the property described above for the year 2012 is:

Land \$10,600
 Improvements \$149,000
 Total (1) \$159,600

Total true and full value of the property described above for the year 2012 should be:

Land \$10,600
 Improvements \$0
 Total (2) \$10,600

The difference of \$149,000 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 damaged by fire, flood or tornado (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) NDCC 57-02-08 (22) BLIND EXEMPTION QUALIFICATION, Morton County data did not reflect the reduction the city had in computer system.

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____

2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____

3. The property was independently appraised: _____ Purpose of appraisal: _____
 Market value estimate: \$ _____
 Appraisal was made by whom? _____

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

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

The Applicant asks that WE ABATE THE BUILDING VALUE DUE TO THE QUALIFICATION OF THE BLIND EXEMPTION REQUIREMENTS

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant)

Date

Esther Rasch
 Signature of Applicant

Date

12/22/12
 Date

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of Mandan City Commissioners

On _____ the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____, _____ . _____
 City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approve/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application for the following reason(s): _____

Dated _____, _____ . _____
 County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid(if paid)	Payment Made Under Written Protest? yes / no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

 County Auditor Date

Application For Abatement
 And Settlement Of Taxes

Name of Applicant _____

County Auditor's File No. _____

Date Application Was Filed
 With The County Auditor _____

Application for Property Tax Exemption

This application must be filed with the assessor every year by February 1st of the year for which the exemption is claimed, except as stated in note (7) below.

Property Numbers: 9885 H 65-6101780	Legal Description
Property Owner: RASCH ALVIN & ESTHER	Lot: Block: 2
Property Address: 4321 AUSTIN LANE SE UNIT 1	LOT 2 (LESS S 69.80') BLDG 3 UNIT 1
Telephone Number: 751-1579	LAKEWOOD COMM PARK 2ND

Date property was acquired: 12/07/2007 Market value of property claimed exempt: \$ _____

Exemption Claimed Pursuant to One of the Following Section of the North Dakota Century Code:

- 1. N.D.C.C. § 57-02-08(7)(9), property used exclusively for public workshop or property belonging to a religious organization and used for religious purposes: Church Parsonage Other(attach explanation)
- 2. N.D.C.C. § 57-02-08(8), property owned by an institution of public charity and used for the charitable purposes for which it was organized: Public Hospital (1) Nursing Home (1) Other(attach explanation) (1)
- 3. N.D.C.C. § 57-02-08(11), property owned by nonprofit lodges, clubs, etc. and used for their meetings and ceremonies:
 - a. If licensed to sell alcoholic beverages, describe each area of the building where these beverages are sold or consumed.
 - b. If food is sold, describe each area of the building where the food is sold or consumed.
- 4. N.D.C.C. § 57-02-08(20), buildings owned and occupied as a homestead by one of the following:
 - a. Paraplegic Disabled Veteran or Veteran awarded specially adapted housing (2)(4)(5)(6)(7)
 - b. Disabled Veteran (50% or greater disability) (2)(4)(5)(7)
 - c. Permanently and Totally Disabled Person Confined to a Wheelchair (2)
- 5. N.D.C.C. § 57-02-08(22), buildings owned and occupied as a home by a blind person or spouse. (2)
- 6. N.D.C.C. § 57-02-08(26), buildings owned and occupied as a homestead by a paraplegic disabled person (2)(3)
- 7. N.D.C.C. § 57-02-08(31), group homes owned by nonprofit corporations.
- 8. N.D.C.C. § 57-55-10, mobile home is exempt or the provisions of N.D.C.C. ch. 57-55 apply.
- 9. N.D.C.C. § _____ Subsection _____

For what purpose(s) was the property used during the 12-month period prior to the year for which this exemption is claimed? (Note: Be specific. If there were several types of use, indicate such usages by square foot areas of the building and floor location. If additional space is needed, attach another sheet.)

Is any income derived from the use of any portion of this property by other individuals or groups, whether considered as rent or reimbursement for expenses or services rendered? Yes No If Yes, give details.

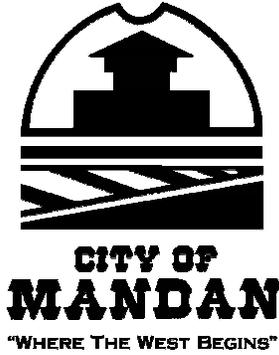
(1) Provide a current copy of organizational documents supporting claim (e.g., articles of incorporation and by-laws, etc.) if claiming exemption for first time upon request.
 (2) Provide an affidavit or physician's certificate if claiming exemption for first time.
 (3) Provide an annual statement that previous year's income did not exceed the amount provided in N.D.C.C. § 57-02-08.1.
 (4) Provide a copy of the DD Form 214 showing veteran's honorable discharge from active military service if claiming exemption for the first time, or if the veteran receives a change in the percentage of certified rated service-connected disability.
 (5) Provide a certificate from the Department of Veterans Affairs certifying to the percentage of disability when claiming exemption for the first time.
 (6) Provide evidence from the Department of Veterans Affairs showing award of specially adapted housing if claiming exemption for the status for first time.
 (7) Exemption is automatically renewed each following year, but the veteran or veteran's unmarried surviving spouse must reaffirm if that person sells the property or no longer claims it as a primary place of residence, or if the veteran dies or receives a change in the percentage of the certified rated service-connected disability.

I(We) make application for real property tax exemption for the year 2012 on the property described above and, in compliance with North Dakota Century Code § 57-02-14.1, certify the information is accurate to the best of my(our) knowledge and belief.

Note: N.D.C.C. § 12.1-11-02 provides that making a false statement in a governmental matter is punishable as a Class A misdemeanor.

Application is: Approved Disapproved
 Percentage approved(4.b) _____ %

Esther Rasch 1/12/12
 Applicant Date
Richard Z Banta 1-18-12
 Assessor or Director of Tax Equalization Date



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 28, 2012
SUBMITTING DEPARTMENT: Assessing/Bldg Inspections
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Reduction in land value for Steve Mariner

STATEMENT/PURPOSE: To consider a reduction in the land value for the 2012 year for Steve Mariner's property, due to assessment error that was made.

BACKGROUND/ALTERNATIVES: This parcel is also known as Parcel #10294A, Lot 5B, Block 2, Bridgeview Bay-Replat.

Reason for abatement: To lower the land value for the 2012 year from \$30,800 to \$1,500. After review of the assessment of this property, it was determined our data was not accurate. I have arrived at a true and full value of \$1,500 for the 2012 year rather than \$30,800, a difference in true and full value of \$29,300.

ATTACHMENTS: Application for 2012.

FISCAL IMPACT: Approximately \$578.00

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: I recommend a motion to approve to lower the true and full value for the 2012 year to \$1,500 for Mr. Mariner's property.

SUGGESTED MOTION: A motion to approve a reduction for Mr. Mariner's property in the 2012 year with a true and full value to \$1,500.

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name MARINER STEVE & SHELLY

Address 2317A BAYVIEW CT SE

Legal Description of the property involved in this application
 Lot: 5B

Block: 2

BRIDGEVIEW BAY-REPLAT

Property ID Number

City 10294 A

County 65-182380

Received by the Morton County Auditor

Date 12-28-2012 *BL*

Total true and full value of the property described above for the year 2012 is:

Land \$30,800
 Improvements \$0
 Total (1) \$30,800

Total true and full value of the property described above for the year 2012 should be:

Land \$1,500
 Improvements \$0
 Total (2) \$1,500

The difference of \$29,300 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 damaged by fire, flood or tornado (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) error in property valuation.

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____

2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____

3. The property was independently appraised: _____ Purpose of appraisal: _____
 _____ Market value estimate: \$ _____
 Appraisal was made by whom? _____

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

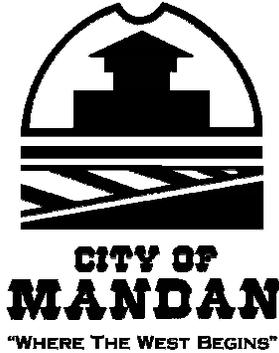
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

The Applicant asks that we abate his taxes to reflect this error.

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____ Signature of Applicant *[Signature]* Date 12-28-12



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 28, 2012
SUBMITTING DEPARTMENT: Assessing/Bldg Inspections
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Reduction in structure value for Steve Barreth

STATEMENT/PURPOSE: To consider a reduction in the structure value for the 2012 year for Steve Barreth property, due to assessment that was made as a street appraisal and final review.

BACKGROUND/ALTERNATIVES: This parcel is also known as Parcel #2 on Lot 2, Block 1, Albers-Neff 1st.

Reason for abatement: To lower the structure value for the 2012 year from \$102,200 to \$100,600. After the final walk through of Mr. Barreth's property to determine accuracy of our data and conducting a market analysis, I have arrived at a true and full value of \$112,500 for the 2012 year rather than \$114,100, a difference in true and full value of \$1,600.

ATTACHMENTS: Application for 2012, market analysis and data sheet.

FISCAL IMPACT: Approximately \$29.00

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: I recommend a motion to approve to lower the true and full value for the 2012 year to \$112,500 for Mr. Barreth's's property.

SUGGESTED MOTION: A motion to approve a reduction for Mr. Barreth's property in the 2012 year with a true and full value to \$112,500.

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name **BARRETH STEVE L & ANN**

Address **901 4 ST NW**

Legal Description of the property involved in this application

Lot: 0002

Block: 001

ALBERS-NEFF 1ST

Property ID Number

City 2

County 65-2000

Received by the Morton County Auditor

Date 12-28-2012 BU

Total true and full value of the property described above for the year 2012 is:

Land \$11,900
 Improvements \$102,200
 Total (1) \$114,100

Total true and full value of the property described above for the year 2012 should be:

Land \$11,900
 Improvements \$100,600
 Total (2) \$112,500

The difference of \$1,600 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 damaged by fire, flood or tornado (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) WAS STREET APPRAISAL; COMPLETE REASSESSMENT DONE
 ON 12-14-2012.

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____
2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____
3. The property was independently appraised: _____ Purpose of appraisal: _____
 _____ Market value estimate: \$ _____
 Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is \$ _____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

The Applicant asks that ADJUSTMENTS BE MADE TO REFLECT CORRECT ASSESSMENT FOR
2012

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____ Signature of Applicant Stu Date 12-27-2012

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of Mandan City Commissioners

On _____ the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____, _____

 City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approve/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application for the following reason(s): _____

Dated _____, _____

 County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid(if paid)	Payment Made Under Written Protest? yes / no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

 County Auditor Date

**Application For Abatement
 And Settlement Of Taxes**

Name of Applicant _____
 County Auditor's File No. _____
 Date Application Was Filed With The County Auditor _____

Board of City Commissioners
 Agenda Documentation
 Meeting Date: January 8, 2013
 Subject: Reduction in structure value for Steve Barreth
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12/13/12
 AS1057

Mandan Assessing Dept
 Property Data Sheet

Page 1

BARRETH STEVE L & ANN
 901 4 ST NW
 MANDAN ND 58554

City Parcel No. 00002
 County No. 65-000002000
 Assessment Year 2012
 2013 Test Case

Property Address: 901 4 ST NW

Property Type: RESIDENTIAL

Legal Description

Lot 0002 Block 001 Addition 0001 ALBERS-NEFF 1ST

Total Property - Land

Area Factor 55 AF 50-BUILT IN 50'S
 Zoning R7
 Lot Width 50 Ft
 Lot Depth 140 Ft
 Lot Sq Ft 7000 SqFt
 Irregular Shape Yes
 Alley No
 Cul-De-Sac No
 Corner Yes
 Utilities Yes
 Underground Util Yes
 Street Hard Surface
 Sidewalk Yes
 Location Restricted Access
 Flood Plain Degree
 Acres .16
 Lot Sale Price 0
 Lot Sale Date

Floors Quality: Good
 Floor Covering Hardwood
 Ceramic
 Carpet
 Laminate
 Apartment None

Garage

Attached 1 Stall with 275 SqFt
 Quality Average/Good

Additional Data

Electronics No
 Home Theater No
 Smart Home No
 Swimming Pool No
 Sump Pump No

Additional Area

Deck 804 SqFt
 Patio 240 SqFt
 Breezeway 86 SqFt

Other Area

Shed 120 SqFt

Building Data

Year Built 1953
 Effective Year 1953
 Basement Walls Poured Concrete
 Condition Average/Good
 Quality Average/Good
 Construction Type 2x4 Construction
 Stories One Story
 Roof Cover Asphalt/Compound
 Roof Type Gable
 Heating Fuel Gas
 Heating Type Forced Air
 Air Conditioning Central
 Flr Tot Rms Bed Bath
 01 3 1 1.00 855 SqFt
 BF 3 2 1.00 855/855 SqFt
 Quality Average
 Tot Finished Area 1710 SqFt
 Exterior Walls Metal Siding
 Basement Full
 Dining Room Area Dining Area
 Kitchen Cabinets Custom Hardwood
 Built-Ins Yes
 Interior Walls Combination
 Interior Finish Combination
 Fireplace 2 Wood Stove

Listing Date

Listing Price 0
 Review Date 12/14/2012 SHIRLEY
 Final App. Date 12/14/2012 SHIRLEYS

2012 Mrkt Value 114100 Land 11900
 Bldg 102200

2011 Mrkt Value 84100 Land 11600
 Bldg 72500

2012 Est Tax Amount 2025.55

Selling Price Includes Special Assessments

Current Sale Price 32177
 Current Sale Date 07/31/1990

Previous Sale Price 0
 Previous Sale Date

Data Sheet Printed By: Shirley Shaw

OK
 12-18-12

Board of City Commissioners
 Agenda Documentation
 Meeting Date: January 8, 2013
 Subject: Reduction in structure value for Steve Barreth
 Page 5 of 8

12/13/12
 AS1057

Mandan Assessing Dept
 Property Data Sheet

Page 1

BARRETH STEVE L & ANN
 901 4 ST NW
 MANDAN ND 58554

City Parcel No. 00002
 County No. 65-000002000
 Assessment Year 2012

Property Address: 901 4 ST NW

Property Type: RESIDENTIAL

Legal Description

Lot 0002 Block 001 Addition 0001 ALBERS-NEFF 1ST

Total Property - Land

Area Factor 55 AF 50-BUILT IN 50'S
 Zoning R7
 Lot Width 50 Ft
 Lot Depth 140 Ft
 Lot Sq Ft 7000 SqFt
 Irregular Shape Yes
 Alley No
 Cul-De-Sac No
 Corner Yes
 Utilities Yes
 Underground Util Yes
 Street Hard Surface
 Sidewalk Yes
 Location Inland
 Flood Plain Degree
 Acres .16
 Lot Sale Price 0
 Lot Sale Date

Fireplace
 Floors
 Floor Covering
 Apartment

No 2 wood stove
 Hardwood
 Carpet tile laminate
 None

Garage

Attached 1 Stall with 275 SqFt
 Quality Average/Good

Additional Data

Electronics No
 Home Theater No
 Smart Home No
 Swimming Pool No
 Sump Pump No

2 Wood stove

Additional Area

Deck 804 SqFt
 Patio 240 SqFt
 Breezeway 86 SqFt

Other Area

Shed 120 SqFt

Building Data

Year Built 1953
 Effective Year 1953
 Basement Walls Poured Concrete
 Condition ~~Good~~ Av. Good
 Quality ~~Very Good~~ Av. Good
 Construction Type 2x4 Construction
 Stories One Story
 Roof Cover Asphalt/Compound
 Roof Type Gable
 Heating Fuel Gas
 Heating Type Forced Air
 Air Conditioning Central
 Flr Tot Rms Bed Bath
 01 5 1 1.00 855 SqFt
 BF 3 2 1.00 855/855 SqFt
 Quality ~~Very Good~~
 Tot Finished Area 1710 SqFt
 Exterior Walls Metal Siding
 Basement Full
 Dining Room Area Dining Area
 Kitchen Cabinets Custom Hardwood
 Built-Ins Yes
 Interior Walls Combination
 Interior Finish Combination

Listing Date
 Listing Price 0
 Review Date 08/18/2011 CHERYLW
 Final App. Date 01/01/2010 CHERYLW

2012 Mrkt Value 114100 Land 11900
 Bldg 102200

2011 Mrkt Value 84100 Land 11600
 Bldg 72500

2012 Est Tax Amount 2071.36

Selling Price Includes Special Assessments
 Current Sale Price 32177
 Current Sale Date 07/31/1990

Previous Sale Price 0
 Previous Sale Date
 Data Sheet Printed By: Shirley Shaw

7 426-6885

Kitchen updated
 New Clipboard
 Formica Fl. Countertop
 Main Bath
 1 small office rm

2 Bed. in Bsmt
 Bathroom & laundry in Bsmt

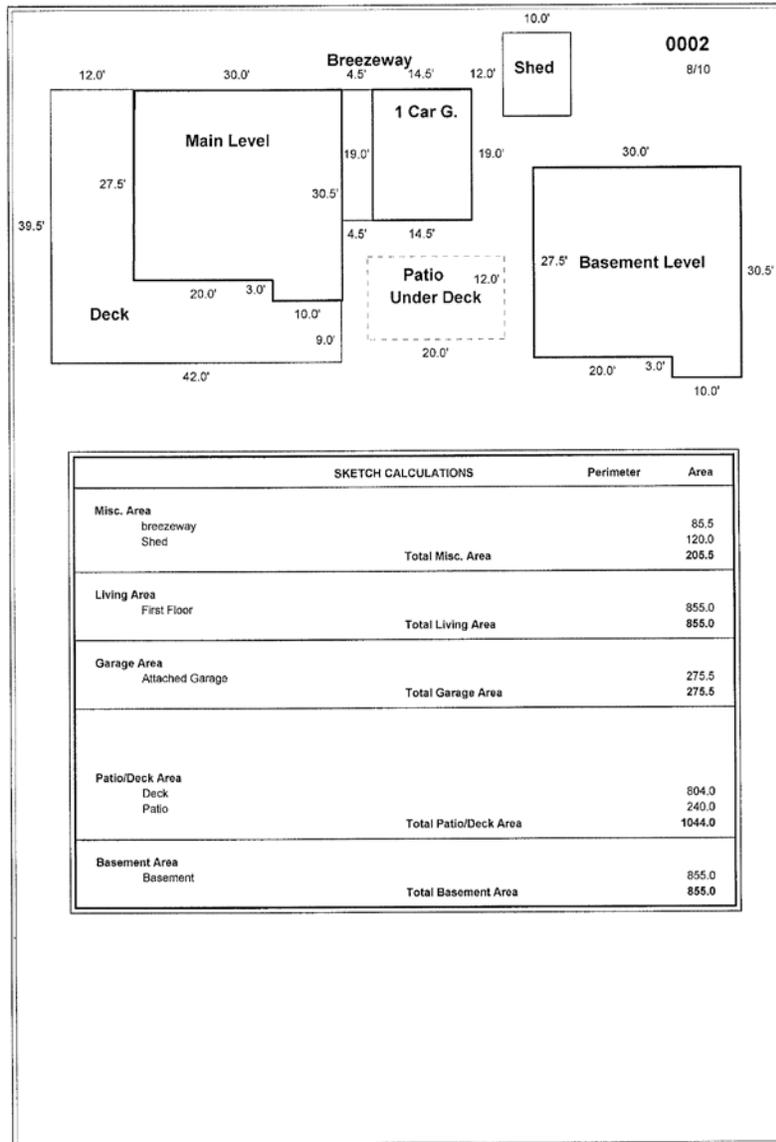
D.M. Micro.

Bsmt Being Finished

SKETCH ADDENDUM

File No. _____

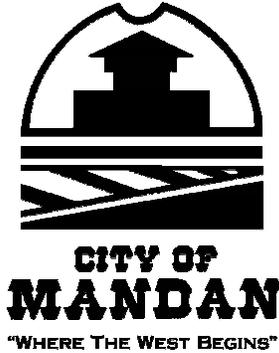
Borrower			
Property Address			
City	County	State	Zip Code
Lender/Client		Address	



Board of City Commissioners
 Agenda Documentation
 Meeting Date: January 8, 2013
 Subject: Reduction in structure value for Steve Barreth
 Page 7 of 8

		RESIDENTIAL ASSESSMENTS FOR CITY OF WANDAN				AS1325 TEST		PAGE	
		APPRAISAL OF IMPROVED PROPERTY						2	
12/18/12		SUBJECT	ADJ FACTOR	COMPARABLE SALE #1	COMPARABLE SALE #2	COMPARABLE SALE #3	COMPARABLE SALE #4		
SEQUENCE NUMBER	APPRaisal DATE			DESCRIPTIVE	DESCRIPTIVE	DESCRIPTIVE	DESCRIPTIVE		
00002	12/14/2012	32177		05244	04355	02132	02132		
1953			500	122000	124400	129400	115900		
YEAR BUILT			8	1500-	1352	500	500-		
REPRATIVE YEAR			2	1986	1952	1952	1954		
CONDITION			2			60	58-		
STORIES			1			5	5		
EXTERIOR WALLS			3			12	421-		
INTERIOR WALLS			2			2	1000		
NO. OF STALLS			2			0	3000		
NO. OF FIREPLACES			2			0	600		
FIREPLACE QUALITY			3			3	3		
BASMENT			1			2	2		
BASMENT FINISH			2			0	800		
NO. OF STALLS			1			0	2600		
GARAGE QUALITY			4			0	500		
WATERING FOOT			2			0	772		
1ST FLOOR AREA			35			2905	2275-		
2ND FLOOR AREA			29			0	0		
COVERED PATIO COST			10			0	0		
AREA FACTOR			55			1468	20115		
PROPERTY LOCATION			55			8000-	8000-		
BSMT FISH AREA/OLTY			0			295	920/04		
ADJUSTED SALE				118,887	126,490	126,063	113,966		
WEIGHTED AVG			123,589		121,352	5,225	4,38		
PREVIOUS MKT VALUE			84,100		0	144,56			

173,000 - 2012
 9% reduction - 112,500



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 28, 2012
SUBMITTING DEPARTMENT: Assessing/Bldg Inspections
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Reduction in structure value for Carol Jorgenson

STATEMENT/PURPOSE: To consider a reduction in the structure value for the 2012 year for Carol Jorgenson's property, due to assessment that was made as a street appraisal and final review.

BACKGROUND/ALTERNATIVES: This parcel is also known as Parcel #5010, Lot 5, Block 1, Nicola's 1st.

Reason for abatement: To lower the structure value for the 2012 year from \$67,700 to \$44,100. After the final walk through of Ms. Jorgenson's property to determine accuracy of our data and conducting a market analysis, I have arrived at a true and full value of \$44,100 for the 2012 year rather than \$67,700, a difference in true and full value of \$23,600.

ATTACHMENTS: Application for 2012, market analysis and data sheet.

FISCAL IMPACT: Approximately \$419.00

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: I recommend a motion to approve to lower the true and full value for the 2012 year to \$44,100 for Ms. Jorgenson's property.

SUGGESTED MOTION: A motion to approve a reduction for Ms. Jorgenson's property in the 2012 year with a true and full value to \$44,100.

Board of City Commissioners

Agenda Documentation

Meeting Date: January 8, 2013

Subject: Reduction in structure value for Carol Jorgenson

Page 2 of 8

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name JORGENSON CAROL

Address 1208 7 AVE SE

Legal Description of the property involved in this application

Lot: 0005

Block: 001

NICOLA'S 1ST

Property ID Number

City 5010

County 65-3803000

Received by the Morton County Auditor

Date 12-28-12 [Signature]

Total true and full value of the property described above for the year 2012 is:

Land \$12,100
Improvements \$55,600
Total (1) \$67,700

Total true and full value of the property described above for the year 2012 should be:

Land \$12,100
Improvements \$32,000
Total (2) \$44,100

The difference of \$23,600 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 damaged by fire, flood or tornado (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)
X 10. Other (Explain) WAS STREET APPRAISAL; COMPLETE REASSESSMENT DONE
ON 12-12-12

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

- 1. Purchase price of property: \$ _____ Date of Purchase: _____
Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
Was there personal property involved in the purchase price? _____ Estimated value: \$ _____
2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
Asking price: \$ _____ Terms of sale: _____
3. The property was independently appraised: _____ Purpose of appraisal: _____
Market value estimate: \$ _____
Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is \$ _____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

The Applicant asks that ADJUSTMENTS BE MADE TO REFLECT CORRECT 2012 ASSESSMENT VALUES.

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____

[Signature] Jorgenson 12-18-12
Signature of Applicant _____ Date _____

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of Mandan City Commissioners

On _____ the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____, _____ .

 City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ Approve/Rejected _____ by action of _____ County Board of Commissioners.

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application for the following reason(s): _____

Dated _____, _____ .

 County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid(if paid)	Payment Made Under Written Protest? yes / no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

 County Auditor Date

**Application For Abatement
 And Settlement Of Taxes**

Name of Applicant _____

County Auditor's File No. _____

Date Application Was Filed With The County Auditor _____

Board of City Commissioners
 Agenda Documentation
 Meeting Date: January 8, 2013
 Subject: Reduction in structure value for Carol Jorgenson
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12/17/12
 AS1057

Mandan Assessing Dept
 Property Data Sheet

Page 1

JORGENSON CAROL
 1208 7 AVE SE
 MANDAN ND 58554

City Parcel No. 05010
 County No. 65-003803000
 Assessment Year 2012
 2013 Test Case

Property Address: 1208 7 AVE SE

Property Type: RESIDENTIAL

Legal Description

Lot 0005 Block 001 Addition 0040 NICOLA'S 1ST

Total Property - Land

Area Factor 10 ANY M/H < 1977
 Zoning LSD
 Lot Width 60 Ft
 Lot Depth 95 Ft
 Lot Sq Ft 5700 SqFt
 Irregular Shape No
 Alley No
 Cul-De-Sac No
 Corner No
 Utilities Yes
 Underground Util Yes
 Street Hard Surface
 Sidewalk Yes
 Location Inland
 Flood Plain Degree
 Acres .13
 Lot Sale Price 0
 Lot Sale Date

Fireplace No
 Floors Plywood
 Floor Covering Linoleum
 Carpet
 Laminate
 Apartment None

Garage

Detached 2 Stall with 780 SqFt
 Quality Average

Additional Data

Electronics No
 Home Theater No
 Smart Home No
 Swimming Pool No
 Sump Pump No

Additional Area

Deck 96 SqFt

Other Area

Listing Date
 Listing Price 0
 Review Date 12/12/2012 SHIRLEY
 Final App. Date 12/12/2012 SHIRLEYS
 2012 Mrkt Value 67700 Land 12100
 Bldg 55600
 2011 Mrkt Value 41300 Land 11700
 Bldg 29600
 2012 Est Tax Amount 1201.92
 Selling Price Includes Special Assessments
 Current Sale Price 25900
 Current Sale Date 07/08/1991
 Previous Sale Price 0
 Previous Sale Date
 Data Sheet Printed By: Shirley Shaw

Building Data

Year Built 1976
 Effective Year 1976
 Basement Walls Poured Concrete
 Condition Average
 Quality Average
 Construction Type 2x4 Construction
 Stories One Story
 Roof Cover Other
 Roof Type Flat
 Heating Fuel Gas
 Heating Type Forced Air
 Air Conditioning Central
 Flr Tot Rms Bed Bath
 01 8 3 1.00 1224 SqFt
 Tot Finished Area 1224 SqFt
 Exterior Walls Metal Siding
 Basement None
 Dining Room Area Dining Area
 Kitchen Cabinets Softwood
 Built-Ins No
 Interior Walls Panel
 Interior Finish Combination

*Ran Abatement
 for 2012
 SS*

*OK
 12-18-12*

Board of City Commissioners

Agenda Documentation

Meeting Date: January 8, 2013

Subject: Reduction in structure value for Carol Jorgenson

Page 5 of 8

12/12/12
AS1057

Mandan Assessing Dept
Property Data Sheet

Page 1

JORGENSEN CAROL
1208 7 AVE SE
MANDAN ND 58554

Today 4pm
328-5359

City Parcel No. 05010
County No. 65-003803000
Assessment Year 2012

Property Address: 1208 7 AVE SE

Property Type: RESIDENTIAL

Legal Description

Lot 0005 Block 001 Addition 0040 NICOLA'S 1ST

Total Property - Land

Area Factor	10 ANY M/H < 1977
Zoning	LSD
Lot Width	60 Ft
Lot Depth	95 Ft
Lot Sq Ft	5700 SqFt
Irregular Shape	No
Alley	No
Cul-De-Sac	No
Corner	No
Utilities	Yes
Underground Util	Yes
Street	Hard Surface
Sidewalk	Yes
Location	Inland
Flood Plain Degree	
Acres	.13
Lot Sale Price	0
Lot Sale Date	

Interior Finish	Combination <i>Handling</i>
Fireplace	No
Floors	Plywood
Floor Covering	<i>Carpet laminate</i>
Apartment	None <i>Vinyl-carpet</i>

Garage

Detached 2 Stall with 780 SqFt	
Quality	Average <i>concrete to block</i>

Additional Data

Electronics	No
Home Theater	No
Smart Home	No
Swimming Pool	No
Sump Pump	No

Additional Area

Deck 96 SqFt	<i>1-front</i>
	<i>1-back</i>

Other Area

addition rms 12 X 24 enclosed porch

Listing Date

Listing Price

Review Date 09/07/2011 GEORGER

Final App. Date 01/01/2011 GEORGER

2012 Mrkt Value	67700 Land	12100
	Bldg	55600

2011 Mrkt Value	41300 Land	11700
	Bldg	29600

2012 Est Tax Amount 1229.10

Selling Price Includes Special Assessments

Current Sale Price 25900

Current Sale Date 07/08/1991

Previous Sale Price 0

Previous Sale Date

Data Sheet Printed By: Shirley Shaw

Building Data

Year Built	1976
Effective Year	1976
Basement Walls	<i>NA</i> <i>Reinforced Concrete</i>
Condition	<i>Good Average</i>
Quality	<i>Good Average</i>
Construction Type	2x4 Construction
Stories	One Story
Roof Cover	Other
Roof Type	Flat
Heating Fuel	Gas
Heating Type	Forced Air
Air Conditioning	Central
Flr Tot Rms	Bed Bath
01 8 3	1.00 1224 SqFt
Tot Finished Area	1224 SqFt
Exterior Walls	Metal Siding <i>✓</i>
Basement	None
Dining Room Area	Dining Area
Kitchen Cabinets	Softwood
Built-Ins	No
Interior Walls	Panel

Kitchen
Sidbar in dining Rm

No updates

12-12-12 S.S.

2 Addition Rms.

Love

HOME CONSTRUCTION QUESTIONNAIRE

PROPERTY ID: _____

MAIN FLOOR:

LIVING ROOM: CARPET ___ WOOD LAMINATE ___ TILE ___ VINYL ___

FIREPLACE: YES ___ NO ___

DINING ROOM: CARPET ___ WOOD LAMINATE ___ TILE ___ VINYL ___

SLIDING GLASS DOOR ___ FRENCH DOORS ___

KITCHEN: CARPET ___ WOOD LAMINATE ___ TILE ___ VINYL ___

GARBAGE DISPOSAL ___ DISHWASHER ___

BUILT INS: OVEN ___ MICROWAVE ___

COUNTERTOPS: FORMICA ___ GRANITE ___ CONCRETE ___

CABINETS: OAK ___ MAPLE ___ MAHOGANY ___ METAL ___ BIRCH ___

NUMBER OF BEDROOMS ON MAIN FLOOR _____ NUMBER OF BATHROOMS ON MAIN FLOOR _____

FULL ___ ¾ ___ ½ ___

COMMENTS:

2ND FLOOR:

NUMBER OF BEDROOMS ON 2ND FLOOR _____ NUMBER OF BATHROOMS ON 2ND FLOOR _____

FULL ___ ¾ ___ ½ ___

BASEMENT FINISH: SQUARE FOOTAGE COMPLETED _____ (DO NOT INCLUDE UTILITY ROOM
OR STORAGE ROOM, ONLY LIVING SPACE)

FAMILY ROOM: CARPET ___ WOOD LAMINATE ___ TILE ___ VINYL ___

FIREPLACE: YES ___ NO ___

WOODSTOVE ___ GAS ___ ELECTRIC ___

WET BAR: YES ___ NO ___

WALK OUT: YES ___ NO ___

CONCRETE PATIO ___ DECK ___

NUMBER OF BEDROOMS IN BASEMENT _____ NUMBER OF BATHROOMS IN BASEMENT _____

FULL ___ ¾ ___ ½ ___

Please note that answering some of the questions, such as type of flooring , type of countertops or cabinets in the kitchen does not add extra value to the home. This just helps us to keep track of quality/grade types when comparing like style homes to each other.

Board of City Commissioners
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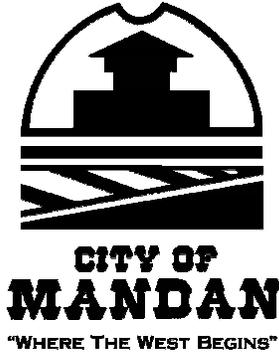
SEQUENCE NUMBER	SUBJECT	ADJ FACTOR	COMPARABLE SALE #1	COMPARABLE SALE #2	COMPARABLE SALE #3	COMPARABLE SALE #4	PAGE	
APPRAISAL DATE			DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION		
05010	12/12/2012	1976	07899	05266	05052	07899	2	
25900	08/06/2012	450	60800	32100	44500	41400		
1976		350	1979	1976	1980	1978	900-	
1976		20	1050-	1976	1980	1978	700-	
4		20		4	4	4		
4		300		1	4	4		
3		400		3	7	5	1800-	
0		100		0	0	4	1800-	
0		100		0	0	4	400-	
2		10		2	2	2		
0		18		0	0	0		
2		200		0	0	2		
2		200		0	0	2		
4		500		0	0	0		
0		20		0	0	0		
1224		20	1032	840	1216	923	6020	
10		2000	11	0	12	11	2000-	
199158		2000	201225	201041	201133	201075	1242	
0/00			0/00	0/00	0/00	0/00		
			60,696	40,241	32,652	42,862		
WEIGHTED AVG INDICATED MKT VALUE	48,450	AS OF 2-1-2013	MEAN ADJUSTED SALE	44,113	STD DEV	10,282	COEF OF VAR	23.3%
PREVIOUS MKT VALUE	67,700	LISTING PRICE	0	DATE 00/00/0000	VALUE PER SQ FT	39.62		

\$48,450 for 2012 Assessment year
44,100 w/ 9% reduction

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12/17/12
 15:31:30

RESIDENTIAL ASSESSMENTS FOR CITY OF MANITOWISH COUNTY		ADJUSTMENT PER UNIT		TYPE	AS1325 TEST	PAGE
STRUCTURE AND LOT APPRAISAL SURVEY CARDS						1
ITEMS TO ADJUST						
SUBJECT SQM (S)	05010	011	012			
FOR ASSESSMENT YEAR	2013					
COMPARISON SOLD WITHIN YEARS	01					
COMPARISON SOLD WITHIN YEARS	01					
YEAR BUILT	24					
RESPECTIVE YEAR	350					
QUALITY	300					
AIR CONDITIONING	300					
FINISH FINISHES	1400					
REPLACE QUALITY	100					
FLOOR PLAN	10					
BASMENT FINISH	10					
GARAGE	200					
GARAGE QUALITY	2100					
SWIMMING POOL	5000					
POOL	28					
AREA FACTOR	2000					
AREA FACTOR	1					
SALE DATE 1 YR AGO	2500					
SALE DATE 2 YRS AGO	7000					
SALE DATE 3 YRS AGO	10000					
SALE DATE 4 YRS AGO	12000					
PROP LOCATION 1	2500					
PROP LOCATION 2	7000					
PROP LOCATION 3	10000					
PROP LOCATION 4	12000					
PROP LOCATION 5	2500					
PROP LOCATION 6	7000					
PROP LOCATION 7	10000					
PROP LOCATION 8	12000					
PROP LOCATION 9	2500					
PROP LOCATION 10	7000					
PROP LOCATION 11	10000					
PROP LOCATION 12	12000					
PROP LOCATION 13	2500					
PROP LOCATION 14	7000					
PROP LOCATION 15	10000					
PROP LOCATION 16	12000					
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PROP LOCATION 91	10000					
PROP LOCATION 92	12000					
PROP LOCATION 93	2500					
PROP LOCATION 94	7000					
PROP LOCATION 95	10000					
PROP LOCATION 96	12000					
PROP LOCATION 97	2500					
PROP LOCATION 98	7000					
PROP LOCATION 99	10000					
PROP LOCATION 100	12000					



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 28, 2012
SUBMITTING DEPARTMENT: Assessing/Bldg Inspections
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Reduction in structure value for Richard Tentis

STATEMENT/PURPOSE: To consider a reduction in the structure value for the 2012 year for Richard Tentis' property, due to assessment that was made as a street appraisal and final review.

BACKGROUND/ALTERNATIVES: This parcel is also known as Parcel #4437, Block 82, N.P. 1st.

Reason for abatement: To lower the structure value for the 2012 year from \$142,600 to \$95,200. After the final walk through of Mr. Tentis' property to determine accuracy of our data and conducting a market analysis, I have arrived at a true and full value of \$95,200 for the 2012 year rather than \$142,600, a difference in true and full value of \$47,400.

ATTACHMENTS: Application for 2012, market analysis and data sheet.

FISCAL IMPACT: Approximately \$842.00

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: I recommend a motion to approve to lower the true and full value for the 2012 year to \$95,200 for Mr. Tentis' property.

SUGGESTED MOTION: A motion to approve a reduction for Mr. Tentis' property in the 2012 year with a true and full value to \$95,200.

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name TENTIS RICHARD & BONNIE

Address 704 8 AVE NW

Legal Description of the property involved in this application
 N 25' LOT 8 & S 40' LOT 9

Property ID Number

City 4437

County 65-3378000

Received by the Morton County Auditor

Date 11-28-2012 *[Signature]*

Block: 082

N.P. 1ST

Total true and full value of the property described above for the year 2012 is:		Total true and full value of the property described above for the year 2012 should be:	
Land	\$11,400	Land	\$11,400
Improvements	\$131,200	Improvements	\$83,800
Total (1)	\$142,600	Total (2)	\$95,200

The difference of \$47,400 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 damaged by fire, flood or tornado (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) WAS A STREET APPRAISAL; HAD COMPLETE REASSESSMENT

DONE ON 12-14-12.

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____

2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____

3. The property was independently appraised: _____ Purpose of appraisal: _____
 _____ Market value estimate: \$ _____
 Appraisal was made by whom? _____

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

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

The Applicant asks that ADJUSTMENTS BE MADE TO REFLECT CORRECT ASSESSMENT FOR 2012.

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____
 Signature of Applicant *[Signature]* Date 12/18/12

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 A..057

Mandan Assessing Dept
 Property Data Sheet

Page 1

TENTIS RICHARD & BONNIE
 704 8 AVE NW
 MANDAN ND 58554

City Parcel No. 04437
 County No. 65-003378000
 Assessment Year 2012
 2013 Test Case

Property Address: 704 8 AVE NW

Property Type: RESIDENTIAL

Legal Description
 N 25' LOT 8 & S 40' LOT 9

Lot Block 082 Addition 0019 N.P. 1ST

Total Property - Land

Area Factor 55 AF 50-BUILT IN 50'S
 Zoning R32
 Lot Width 67 Ft
 Lot Depth 109 Ft
 Lot Sq Ft 7303 SqFt
 Irregular Shape No
 Alley No
 Cul-De-Sac No
 Corner No
 Utilities Yes
 Underground Util No
 Street Hard Surface
 Sidewalk Yes
 Location Inland
 Flood Plain Degree
 Acres .17
 Lot Sale Price 0
 Lot Sale Date

Interior Walls Sheetrock
 Interior Finish Combination
 Fireplace 1 Fireplace
 Quality: Average
 Floors Plywood
 Floor Covering Carpet
 Apartment None

Garage

Attached 1 Stall with 264 SqFt
 Quality Average

Additional Data

Electronics No
 Home Theater No
 Smart Home No
 Swimming Pool No
 Sump Pump No

Additional Area

Other Area

Listing Date
 Listing Price 0
 Review Date 12/14/2012 SHIRLEY
 Final App. Date 12/14/2012 SHIRLEYS

2012 Mrkt Value 142600 Land 11400
 Bldg 131200

2011 Mrkt Value 101000 Land 11200
 Bldg 89800

2012 Est Tax Amount 2531.25

Selling Price Includes Special Assessments
 Current Sale Price 58018
 Current Sale Date 01/30/1986

Previous Sale Price 0
 Previous Sale Date
 Data Sheet Printed By: Shirley Shaw

Building Data

Year Built 1954
 Effective Year 1954
 Basement Walls Poured Concrete
 Condition Average/Good
 Quality Average
 Construction Type 2x4 Construction
 Stories One Story
 Roof Cover Asphalt/Compound
 Roof Type Gable
 Heating Fuel Gas
 Heating Type Hot Water
 Air Conditioning Wall
 Flr Tot Rms Bed Bath
 01 5 2 1.50 1147 SqFt
 BF 4 2 1.00 1147/1147 SqFt
 Quality Average
 Tot Finished Area 2294 SqFt
 Exterior Walls Solid Brick
 Basement Full
 Dining Room Area None
 Kitchen Cabinets Prefab Hardwood
 Built-Ins Yes

*Ran Abatement
 for 2012
 8*

*OK
 12-18-12*

Board of City Commissioners
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 AJJ:57

Mandan Assessing Dept
 Property Data Sheet

Page 1

TENTIS RICHARD & BONNIE
 704 8 AVE NW
 MANDAN ND 58554

City Parcel No. 04437
 County No. 65-003378000
 Assessment Year 2012

Property Address: 704 8 AVE NW

Legal Description
 N 25' LOT 8 & S 40' LOT 9

Property Type: RESIDENTIAL

Lot Block 082 Addition 0019 N.P. 1ST

*Friday
 2pm
 226-6280
 [Signature]*

Total Property - Land

Area Factor 55 AF 50-BUILT IN 50'S
 Zoning R32
 Lot Width 67 Ft
 Lot Depth 109 Ft
 Lot Sq Ft 7303 SqFt
 Irregular Shape No
 Alley No
 Cul-De-Sac No
 Corner No
 Utilities Yes
 Underground Util No
 Street Hard Surface
 Sidewalk Yes
 Location Inland
 Flood Plain Degree
 Acres .17
 Lot Sale Price 0
 Lot Sale Date

Interior Walls Sheetrock
 Interior Finish Combination
 Fireplace 1 Fireplace
 Quality: Average/Good
 Floors Plywood
 Floor Covering Carpet
 Apartment None

Garage

Attached 1 Stall with 264 SqFt
 Quality Average

Additional Data

Electronics No
 Home Theater No
 Smart Home No
 Swimming Pool No
 Sump Pump No

*Hdt W.
 Heat*

Additional Area

Other Area

Listing Date
 Listing Price 0
 Review Date 08/17/2011 JULIEF
 Final App. Date 01/01/2011 JULIEF

2012 Mrkt Value 142600 Land 11400
 Bldg 131200

2011 Mrkt Value 101000 Land 11200
 Bldg 89800

2012 Est Tax Amount 2531.25

Selling Price Includes Special Assessments
 Current Sale Price 58018
 Current Sale Date 01/30/1986

Previous Sale Price 0
 Previous Sale Date
 Data Sheet Printed By: Shirley Shaw

Building Data

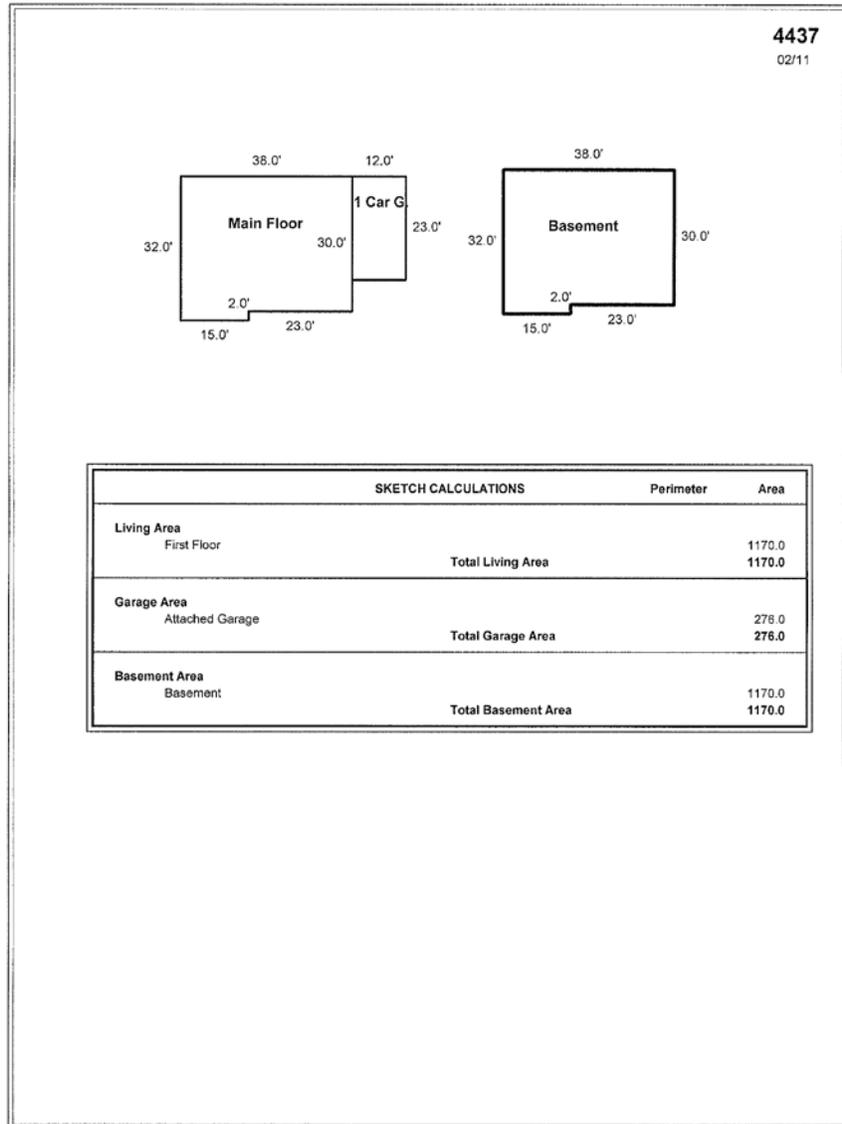
Year Built 1954
 Effective Year 1954
 Basement Walls Poured Concrete
 Condition Very Good
 Quality Very Good
 Construction Type 2x4 Construction
 Stories One Story
 Roof Cover Asphalt/Compound
 Roof Type Gable
 Heating Fuel Gas
 Heating Type Hot Water
 Air Conditioning Wall
 Flr Tot Rms Bed Bath
 01 5 2 1.50 1147 SqFt
 BF 4 2 1.00 1147/1147 SqFt
 Quality Very Good
 Tot Finished Area 2294 SqFt
 Exterior Walls Solid Brick
 Basement Full
 Dining Room Area None
 Kitchen Cabinets Custom Hardwood
 Built-Ins Yes

[Signature]

SKETCH ADDENDUM

File No. _____

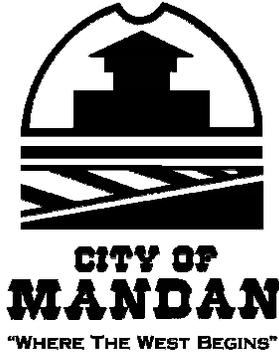
Borrower				
Property Address				
City	County	State	Zip Code	
Lender/Client		Address		



Board of City Commissioners
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 Subject: Reduction in structure value for Richard Tentis
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12/17/12
 16:48:19

ITEMS TO ADJUST	RESIDENTIAL ASSESSMENTS FOR CITY OF MANDAN STRUCTURE AND LOT APPRAISAL SETUP CARDS	ADJUSTMENT PER UNIT	TYPE	AS1325 TEST	PAGE
SUBJECT SQM(S)	04437	045	055	072	
NEW SALE AREA(S)	2013	045	055	072	
FOR ASSESSMENT YEAR	2013	045	055	072	
COMPARISON SOLD WITHIN YEARS	01	045	055	072	
VALUE-SALE PRICE WITHIN MONTHS	14	045	055	072	
YEAR BUILT		045	055	072	
CONDITION		045	055	072	
QUALITY		045	055	072	
STAINLESS WALLS		045	055	072	
AIR CONDITIONING		045	055	072	
BATHS/FIXTURES		045	055	072	
PREPARE QUALITY		045	055	072	
FLOOR PLAN		045	055	072	
BASMENT FINISH		045	055	072	
GARAGE		045	055	072	
NO. OF STALLS		045	055	072	
SWIMMING POOL		045	055	072	
TOPICAL LOT		045	055	072	
2ND FLOOR AREA		045	055	072	
3RD FLOOR AREA		045	055	072	
AREA FACTOR		045	055	072	
AREA PER 10 COST		045	055	072	
SALE DATE 1 YR AGO		045	055	072	
SALE DATE 2 YRS AGO		045	055	072	
SALE DATE 3 YRS AGO		045	055	072	
SALE DATE 4 YRS AGO		045	055	072	
SALE DATE 5 YRS AGO		045	055	072	
PROD LOCATION 1		045	055	072	
PROD LOCATION 2		045	055	072	
PROD LOCATION 3		045	055	072	
PROD LOCATION 4		045	055	072	
PROD LOCATION 5		045	055	072	
PROD LOCATION 6		045	055	072	
BASMT FINISH QTY 1		045	055	072	
BASMT FINISH QTY 2		045	055	072	
BASMT FINISH QTY 3		045	055	072	
BASMT FINISH QTY 4		045	055	072	
BASMT FINISH QTY 5		045	055	072	
BASMT FINISH QTY 6		045	055	072	
BASMT FINISH QTY 7		045	055	072	
BASMT FINISH QTY 8		045	055	072	
BASMT FINISH QTY 9		045	055	072	
BASMT FINISH QTY 10		045	055	072	



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 28, 2012
SUBMITTING DEPARTMENT: Assessing Dept
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Disabled Veteran Exemption for Jeff & Tara Hatzenbuhler

STATEMENT/PURPOSE: To consider a 100% (combined) disabled veteran exemption for the year 2012.

BACKGROUND/ALTERNATIVES: Jeff and Tara both meet all criteria according to North Dakota Century Code 57-02-08 (20)(b) to receive a 100% (combined) disabled veteran exemption.

This property is also known as Lot 10 & part Lot 9 (beginning @ SE Corner, Block 8, Diane's 1st Addition at 709 8th Ave NE on Parcel #604.

ATTACHMENTS: Application and supporting documentation.

FISCAL IMPACT: Approximately \$3848.36 for the year 2012. Please note that this amount is reimbursed by the State and the City is not actually losing any revenue.

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: Approval to receive a 100% (combined) disabled veteran exemption for the year 2012.

SUGGESTED MOTION: I recommend a motion to approve the applications from Jeff & Tara Hatzenbuhler to receive a 100% (combined) disabled veteran exemption for the year 2012 by meeting all criteria according to North Dakota Century Code 57-02-08(20)(b).

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name HATZENBUHLER JEFF & TARA

Address 709 8 AVE NE

Legal Description of the property involved in this application
 LOT 10 & PT LOT 9 (BEG. @ SE CORNER ETC.)

Property ID Number

City 604

County 65-629000

Block: 008
 DIANE'S 1ST

Total true and full value of the property described above for the year 2012 is:

Land	\$15,600
Improvements	\$216,800
Total (1)	\$232,400

Total true and full value of the property described above for the year 2012 should be:

Land	\$15,600
Improvements	\$216,800
Total (2)	\$232,400

The difference of \$0 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 damaged by fire, flood or tornado (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) NDCC 57-02-08.8 JEFF HATZENBUHLER @ 60% VETERAN & TARA HATZENBUHLER @ 70% = COMBINED 100% VETERAN'S EXEMPTION

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____
2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____
3. The property was independently appraised: _____ Purpose of appraisal: _____
 _____ Market value estimate: \$ _____
 Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is \$ _____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

The Applicant asks that HE BE ABATED THE TAXED AMOUNT ON STRUCTURE DUE TO QUALIFICATION OF THE VETERANS EXEMPTION

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____


 Signature of Applicant _____ Date Dec 28, 2012

Tara Hatzenbuhler

#604

Application for Property Tax Exemption

This application must be filed with the assessor every year by February 1st of the year for which the exemption is claimed, except as stated in note (7) below.

Property Numbers:	604 65- 629000	Legal Description
Property Owner:	HATZENBUHLER JEFF & TARA	Lot: Block: 008
Property Address:	709 8 AVE NE	LOT 10 & PT LOT 9 (BEG. @ SE CORNER ETC.)
Telephone Number:	701) 471-4487	DIANE'S 1ST

Date property was acquired: 12/03/2010 Market value of property claimed exempt: \$ _____

Exemption Claimed Pursuant to One of the Following Section of the North Dakota Century Code:

- 1. N.D.C.C. § 57-02-08(7)(9), property used exclusively for public workshop or property belonging to a religious organization and used for religious purposes: Church Parsonage Other(attach explanation)
- 2. N.D.C.C. § 57-02-08(8), property owned by an institution of public charity and used for the charitable purposes for which it was organized: Public Hospital (1) Nursing Home (1) Other(attach explanation) (1)
- 3. N.D.C.C. § 57-02-08(11), property owned by nonprofit lodges, clubs, etc. and used for their meetings and ceremonies:
 - a. If licensed to sell alcoholic beverages, describe each area of the building where these beverages are sold or consumed.
 - b. If food is sold, describe each area of the building where the food is sold or consumed.
- 4. N.D.C.C. § 57-02-08(20), buildings owned and occupied as a homestead by one of the following:
 - a. Paraplegic Disabled Veteran or Veteran awarded specially adapted housing (2)(4)(5)(6)(7)
 - b. Disabled Veteran (50% or greater disability) (2)(4)(5)(7)
 - c. Permanently and Totally Disabled Person Confined to a Wheelchair (2)
- 5. N.D.C.C. § 57-02-08(22), buildings owned and occupied as a home by a blind person or spouse.(2)
- 6. N.D.C.C. § 57-02-08(26), buildings owned and occupied as a homestead by a paraplegic disabled person.(2)(3)
- 7. N.D.C.C. § 57-02-08(31), group homes owned by nonprofit corporations.
- 8. N.D.C.C. § 57-55-10, mobile home is exempt or the provisions of N.D.C.C. ch. 57-55 apply.
- 9. N.D.C.C. § _____ Subsection _____

For what purpose(s) was the property used during the 12-month period prior to the year for which this exemption is claimed? (Note: Be specific. If there were several types of use, indicate such usages by square foot areas of the building and floor location. If additional space is needed, attach another sheet.)

Is any income derived from the use of any portion of this property by other individuals or groups, whether considered as rent or reimbursement for expenses or services rendered? Yes No If Yes, give details.

(1) Provide a current copy of organizational documents supporting claim (e.g., articles of incorporation and by-laws, etc.) if claiming exemption for first time upon request.
 (2) Provide an affidavit or physician's certificate if claiming exemption for first time.
 (3) Provide an annual statement that previous year's income did not exceed the amount provided in N.D.C.C. § 57-02-08.1.
 (4) Provide a copy of the DD Form 214 showing veteran's honorable discharge from active military service if claiming exemption for first time.
 (5) Provide a certificate from the Department of Veterans Affairs certifying to the percentage of disability when claiming exemption for the first time, or if the veteran receives a change in the percentage of certified rated service-connected disability.
 (6) Provide evidence from the Department of Veterans Affairs showing award of specially adapted housing if claiming exemption for this status for first time.
 (7) Exemption is automatically renewed each following year, but the veteran or veteran's unremarried surviving spouse must refile if that person sells the property or no longer claims it as a primary place of residence, or if the veteran dies or receives a change in the percentage of the certified rated service-connected disability.

I(We) make application for real property tax exemption for the year 2011 on the property described above and, in compliance with North Dakota Century Code § 57-02-14.1, certify the information is accurate to the best of my(our) knowledge and belief.

Note: N.D.C.C. § 12.1-11-02 provides that making a false statement in a governmental matter is punishable as a Class A misdemeanor.

Application is: Approved Disapproved
 Percentage approved(4.b) 50%

Jeff & Tara Hatzenbuhler 3/21/11
 Applicant Date
Richard Z Banta 3-21-11
 Assessor or Director of Tax Equalization Date

Changed to 70% for 2013

Jeff Hatzenbuhler
 Application for Disabled Veterans Property Tax Credit *Copy*

Disabled Veteran of United States Armed Forces with Service Connected Disability of 50 Percent or More or Extra - Scheduler Rating that Brings the Total Disability Rating to 100 Percent

This application must be filed with the county auditor by February 1 of the first year for which the credit is claimed. A person shall furnish to the assessor or other assessment officials when requested to do so, any information which is believed will support the claim for credit for any subsequent year. A qualifying disabled veteran who acquires the homestead during the year may apply for credit for the portion of the year during which the veteran owns the homestead.

Property Number: Property Owner: Property Address: 709 8th AVE NE Mandan, ND 58554	Legal Description Part of lot 9 - all of lot 10 - in block 8 of Dianas First
---	--

Is this property the applicant's homestead? Yes No Taxable valuation of fixtures buildings, and improvements: \$ 216,800-

Enter the percentage of the veteran's disability compensation rating for service-connected disabilities as certified by the Department of Veterans' Affairs for the purpose of applying for a property tax credit. 60 %

The applicant is a: Disabled veteran Unremarried surviving spouse of a disabled veteran
 Unremarried spouse receiving DVA dependency and indemnity compensation
 (100 percent exemption)

Which of the following would best describe the type of ownership of the homestead property (check only one):	
A. Is recorded in your (and spouse's) name as owner <input checked="" type="checkbox"/>	D. Is held under a life estate in property <input type="checkbox"/>
B. Is being purchased by you under a contract for deed <input type="checkbox"/>	E. Is held in a revokable trust <input type="checkbox"/>
C. Is held in joint tenancy with one other than spouse <input type="checkbox"/>	

Credit Claimed Pursuant to North Dakota Century Code Section 57-02-08.8
Instructions

Provide a copy of the DD Form 214 showing veteran's honorable discharge from active military service if claiming exemption for first time. (This document is confidential.)

Provide a certificate from the Department of Veterans' Affairs certifying to the percentage of service-connected disability when claiming exemption for the first time, or if the veteran receives a change in the percentage of certified rated service-connected disability. (This document is confidential.)

I make application for real property tax credit for the year 2012 on the property described above and, in compliance with North Dakota Century Code § 57-02-14.1, certify the information is accurate to the best of my knowledge and belief.

Note: N.D.C.C. § 12.1-11-02 provides that making a false statement in a governmental matter is punishable as a Class A misdemeanor.

Application is: Approved Disapproved

Percentage approved 60 %

x Eligible Taxable value \$ 120,000

Valuation exempted \$ 72,000


 Applicant 10/22/2012
 Date

 Assessor or Director of Tax Equalization 12-23-12
 Date



LONNIE WANGEN
COMMISSIONER

STATE OF NORTH DAKOTA
DEPARTMENT OF VETERANS AFFAIRS
4201 38th Street SW, Suite 104; PO Box 9003
FARGO, NORTH DAKOTA 58106-9003
TELEPHONE: 701-239-7165
FAX: 701-239-7166
TOLL-FREE: 1-866-634-8387

CATHY HALGUNSETH
ADMINISTRATIVE ASSISTANT

Morton County Tax Assessor

210 2nd Ave. NW
Mandan, ND 58554

Dec. 28, 2012

RE: Jeffrey, S. Hatzenbuhler

C:

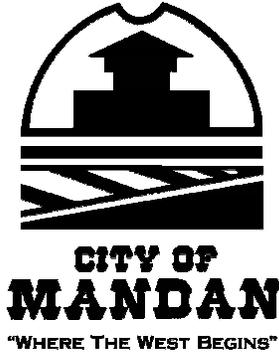
SSN:

Jeffrey S. Hatzenbuhler, 709 8th Ave NE, Mandan, ND 58554 is a 60 percent disabled veteran with an effective date of December 1, 2011.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeffrey Hatzenbuhler".

Jeffrey Hatzenbuhler
ND DVA Veterans Benefits Specialist



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 17, 2012
SUBMITTING DEPARTMENT: Assessing/Bldg Inspections
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Abatements for Roger Cahoon

STATEMENT/PURPOSE: Mr. Cahoon has requested to lower his 2011 & 2012 true and full values as these two years were done as street appraisals so reassessments were done. For the 2012 year, the building value should be \$25,400, which would be a \$43,400 difference. For the 2011 year, the building value should be \$37,600, which would be a \$13,000 difference.

BACKGROUND/ALTERNATIVES: This property is also known as Parcel 4291, on Lot 10, Block 68, N.P. 1st Addition.

After walking through Mr. Cahoon's property to determine accuracy of our data and conducting a market analysis, I have arrived at a true and full value of \$36,700 for the year 2012 and a true and full value of \$48,700 for the year 2011.

ATTACHMENTS: Abatement applications and Market Analysis reports.

FISCAL IMPACT: Approximately \$771 for 2012 year and \$236 for 2011 year.

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: I recommend a motion to approve reducing Mr. Cahoon's 2012 true and full value from \$80,100 to \$36,700 due to supporting documentation (Market Analysis report) and for the 2011 true and full value from \$61,700 to \$48,700 due to supporting documentation (Market Analysis report).

SUGGESTED MOTION: A motion to approve a reduction for Mr. Cahoon from \$80,100 to \$36,700 for the year 2012 and to approve a reduction from \$61,700 to \$48,700 for the year 2011.

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name CAHOON ROGER

Address 506 2 AVE NE

Legal Description of the property involved in this application

Lot: 0010

Block: 068

N.P. 1ST

Property ID Number

City 4291

County 65-3254000

Received by the Morton County Auditor

Date 12-28-2012

Total true and full value of the property described above for the year 2011 is:

Land	\$11,100
Improvements	\$50,600
Total (1)	\$61,700

Total true and full value of the property described above for the year 2011 should be:

Land	11,100
Improvements	37,600
Total (2)	48,700

The difference of \$13,000 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 damaged by fire, flood or tornado (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) was done as street appraisal, had to reassess.

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

- 1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____
- 2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____
- 3. The property was independently appraised: _____ Purpose of appraisal: _____
 _____ Market value estimate: \$ _____
 Appraisal was made by whom? _____
- 4. The applicant's estimate of market value of the property involved in this application is \$ _____
- 5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

The Applicant asks that his values be adjusted to reflect new assessment.

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant)	Date	<u>Rodger Cahoon</u>	<u>12-17-12</u>
		Signature of Applicant	Date

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of Mandan City Commissioners

On _____ the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____, _____

 City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approve/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application for the following reason(s): _____

Dated _____, _____

 County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid(if paid)	Payment Made Under Written Protest? yes / no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

 County Auditor Date

Application For Abatement
 And Settlement Of Taxes

Name of Applicant _____
 County Auditor's File No. _____
 Date Application Was Filed
 With The County Auditor _____

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name CAHOON ROGER

Address 506 2 AVE NE

Legal Description of the property involved in this application

Lot: 0010

Block: 068

N.P. 1ST

Property ID Number

City 4291

County 65-3254000

Total true and full value of the property described above for the year 2012 is:		Total true and full value of the property described above for the year 2012 should be:	
Land	\$11,300	Land	\$11,300
Improvements	\$68,800	Improvements	\$25,400
Total (1)	\$80,100	Total (2)	\$36,700

The difference of \$43,400 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 damaged by fire, flood or tornado (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) WAS DONE AS STREET APPRAISAL; HAD RE-ASSESSMENT

DONE ON 12-14-2012

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____

2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____

3. The property was independently appraised: _____ Purpose of appraisal: _____
 _____ Market value estimate: \$ _____
 Appraisal was made by whom? _____

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

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

The Applicant asks that HIS VALUES BE ADJUSTED TO REFLECT CORRECT ASSESSMENT FOR 2012.

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____

Roger Cahoon
 Signature of Applicant _____ Date _____

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of Mandan City Commissioners

On _____ the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____, _____

 City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approve/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application for the following reason(s): _____

Dated _____, _____

 County Auditor

 Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid(if paid)	Payment Made Under Written Protest? yes / no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

 County Auditor

 Date

Application For Abatement
 And Settlement Of Taxes

Name of Applicant _____

County Auditor's File No. _____

Date Application Was Filed
 With The County Auditor _____

Board of City Commissioners
 Agenda Documentation
 Meeting Date: January 8, 2013
 Subject: Abatements for Roger Cahoon
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12/17/12
 AS 057

Mandan Assessing Dept
 Property Data Sheet

Page 1

CAHOON ROGER
 506 2 AVE NE
 MANDAN ND 58554

City Parcel No. 04291
 County No. 65-003254000
 Assessment Year 2012
 2013 Test Case

Property Address: 506 2 AVE NE

Property Type: RESIDENTIAL

Legal Description

Lot 0010 Block 068 Addition 0019 N.P. 1ST

Total Property - Land

Area Factor 50 RESIDENTIAL
 Zoning R32
 Lot Width 50 Ft
 Lot Depth 140 Ft
 Lot Sq Ft 7000 SqFt
 Irregular Shape No
 Alley Yes
 Cul-De-Sac No
 Corner No
 Utilities Yes
 Underground Util No
 Street Hard Surface
 Sidewalk Yes
 Location Inland
 Flood Plain Degree
 Acres .16
 Lot Sale Price 0
 Lot Sale Date

Interior Finish Combination
 Fireplace No
 Floors Hardwood
 Floor Covering Carpet
 Apartment None

Garage

Detached 3 Stall with 1056 SqFt
 Quality Average

Additional Data

Electronics No
 Home Theater No
 Smart Home No
 Swimming Pool No
 Sump Pump No

Additional Area

Entry 100 SqFt

Building Data

Year Built 1917
 Effective Year 1925
 Basement Walls Poured Concrete
 Condition Fair
 Quality Fair
 Construction Type 2x4 Construction
 Stories One Story
 Roof Cover Asphalt/Compound
 Roof Type Hip
 Heating Fuel Gas
 Heating Type Hot Water
 Air Conditioning None
 Flr Tot Rms Bed Bath
 01 7 3 1.75 780 SqFt
 BF 2 0 1.00 637/0 SqFt
 Quality Very Good
 Tot Finished Area 780 SqFt
 Exterior Walls Wood Siding
 Basement Full
 Dining Room Area Formal
 Kitchen Cabinets Softwood
 Built-Ins No
 Interior Walls Plaster

Other Area

Shed 96 SqFt

Listing Date

Listing Price 0
 Review Date 12/14/2012 SHIRLEY
Final App. Date 12/14/2012 SHIRLEYS

2012 Mrkt Value 80100 Land 11300
 Bldg 68800

2011 Mrkt Value 61700 Land 11100
 Bldg 50600

2012 Est Tax Amount 1422.03

Selling Price Includes Special Assessments

Current Sale Price 0
 Current Sale Date

Previous Sale Price 0

Previous Sale Date
 Data Sheet Printed By: Shirley Shaw

*Ran Abatement for 2012 & 2011
 12-17-12 SS*

Board of City Commissioners
 Agenda Documentation
 Meeting Date: January 8, 2013
 Subject: Abatements for Roger Cahoon
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12/11/12
 AC 057

Mandan Assessing Dept
 Property Data Sheet

Page 1

CAHOON ROGER
 506 2 AVE NE
 MANDAN ND 58554

*Friday 12-14-12
 1pm
 471-4466*

City Parcel No. 04291
 County No. 65-003254000
 Assessment Year 2012

Property Address: 506 2 AVE NE

Legal Description

Lot 0010 Block 068 Addition 0019 N.P. 1ST

Property Type: RESIDENTIAL

Total Property - Land

Area Factor 50 RESIDENTIAL
 Zoning R32
 Lot Width 50 Ft
 Lot Depth 140 Ft
 Lot Sq Ft 7000 SqFt
 Irregular Shape No
 Alley Yes
 Cul-De-Sac No
 Corner No
 Utilities Yes
 Underground Util No
 Street Hard Surface
 Sidewalk Yes
 Location Inland
 Flood Plain Degree
 Acres .16
 Lot Sale Price 0
 Lot Sale Date

Interior Finish Combination
 Fireplace No
 Floors Hardwood
 Floor Covering Carpet
 Apartment None

Garage

Detached 3 Stall with 1056 SqFt
 Quality Average

Additional Data

Electronics No
 Home Theater No
 Smart Home No
 Swimming Pool No
 Sump Pump No

Additional Area

Entry 100 SqFt

Building Data

Year Built 1917
 Effective Year 1935
 Basement Walls Poured Concrete
 Condition Very Good
 Quality Very Good
 Construction Type 2x4 Construction
 Stories One Story
 Roof Cover Asphalt/Compound
 Roof Type Hip
 Heating Fuel Gas
 Heating Type Hot Water
 Air Conditioning None
 Flr Tot Rms Bed Bath
 01 7 3 1.75 780 SqFt
 BF 2 2 1.00 637/637 SqFt
 Quality Very Good
 Tot Finished Area 1417 SqFt
 Exterior Walls Wood Siding
 Basement Full
 Dining Room Area Formal
 Kitchen Cabinets Softwood
 Built-Ins No ✓
 Interior Walls Plaster

Other Area

Shed 96 SqFt

Listing Date

Listing Price 0
 Review Date 08/17/2011 JULIEF
Final App. Date 01/01/2011 JULIEF

2012 Mrkt Value 80100 Land 11300
 Bldg 68800

2011 Mrkt Value 61700 Land 11100
 Bldg 50600

2012 Est Tax Amount 1454.18

Selling Price Includes Special Assessments

Current Sale Price 0
 Current Sale Date

Previous Sale Price 0
 Previous Sale Date

Data Sheet Printed By: Shirley Shaw

436,700.

HOME CONSTRUCTION QUESTIONNAIRE

PROPERTY ID: _____

MAIN FLOOR:

LIVING ROOM: CARPET ___ WOOD LAMINATE ___ TILE ___ VINYL ___

FIREPLACE: YES ___ NO ___

DINING ROOM: CARPET ___ WOOD LAMINATE ___ TILE ___ VINYL ___

SLIDING GLASS DOOR ___ FRENCH DOORS ___

KITCHEN: CARPET ___ WOOD LAMINATE ___ TILE ___ VINYL ___

GARBAGE DISPOSAL ___ DISHWASHER ___

BUILT INS: OVEN ___ MICROWAVE ___

COUNTERTOPS: FORMICA ___ GRANITE ___ CONCRETE ___

CABINETS: OAK ___ MAPLE ___ MAHOGANY ___ METAL ___ BIRCH ___

NUMBER OF BEDROOMS ON MAIN FLOOR _____ NUMBER OF BATHROOMS ON MAIN FLOOR _____

FULL ___ ¾ ___ ½ ___

COMMENTS:

2ND FLOOR:

NUMBER OF BEDROOMS ON 2ND FLOOR _____ NUMBER OF BATHROOMS ON 2ND FLOOR _____

FULL ___ ¾ ___ ½ ___

BASEMENT FINISH: SQUARE FOOTAGE COMPLETED _____ (DO NOT INCLUDE UTILITY ROOM
OR STORAGE ROOM, ONLY LIVING SPACE)

FAMILY ROOM: CARPET ___ WOOD LAMINATE ___ TILE ___ VINYL ___

FIREPLACE: YES ___ NO ___

WOODSTOVE ___ GAS ___ ELECTRIC ___

WET BAR: YES ___ NO ___

WALK OUT: YES ___ NO ___

CONCRETE PATIO ___ DECK ___

NUMBER OF BEDROOMS IN BASEMENT _____ NUMBER OF BATHROOMS IN BASEMENT _____

FULL ___ ¾ ___ ½ ___

Please note that answering some of the questions, such as type of flooring , type of countertops or cabinets in the kitchen does not add extra value to the home. This just helps us to keep track of quality/grade types when comparing like style homes to each other.

Board of City Commissioners
 Agenda Documentation
 Meeting Date: January 8, 2013
 Subject: Abatements for Roger Cahoon
 Page 9 of 13

12/17/12		RESIDENTIAL ASSESSMENTS FOR CITY OF MANDAN										AS1325 TEST		PAGE	
SEQUENCE NUMBER	SUBJECT	ADJ FACTOR	COMPARABLE SALE #1	COMPARABLE SALE #2	COMPARABLE SALE #3	COMPARABLE SALE #4	ADJ	ADJ	ADJ	ADJ	ADJ	ADJ	ADJ	ADJ	ADJ
APPRaisal DATE	12/14/2012	01/14/2011	08/10/2012	12/22/2010	01/13/2011	01/13/2011	01/13/2011	01/13/2011	01/13/2011	01/13/2011	01/13/2011	01/13/2011	01/13/2011	01/13/2011	01/13/2011
SALE PRICE	1917	1925	45000	50300	40100	52500	1934	1939	7000-	1848	11500-	1948	1948	11500-	1948
YEAR BUILT	500	500	1932	1939	1934	1939	5	5	7218-	4	4725-	4	4	4725-	4
EFFECTIVE YEAR	3	3	4	5	5	5	5	5	4527-	5	3609-	4	4	3609-	4
CONDITION	1	1	4	1	1	1	1	1	126-	1	20-	1	1	20-	1
STORIES	1	1	4	3	3	3	3	3	3000	3	1500-	3	3	1500-	3
EXTERIOR WALLS	4	4	2	2	2	2	2	2	2600-	2	2600-	2	2	2600-	2
ROOFING	4	4	2	2	2	2	2	2	2600-	2	2600-	2	2	2600-	2
BATHS/FIXTURES	9	9	2	2	2	2	2	2	3000	2	1500-	2	2	1500-	2
NO. OF FIREPLACES	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
FLOOR AREA	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500	1500
FLOOR FINISH	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
BASEMENT FINISH	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NO. OF STALLS	2	2	10-	10-	10-	10-	10-	10-	100	100	20-	100	100	20-	100
GARAGE QUALITY	3	3	5200	5200	5200	5200	5200	5200	7800	7800	400	7800	7800	400	7800
TOPICAL LOT	4	4	4	4	4	4	4	4	400	400	400	400	400	400	400
1ST FLOOR AREA	780	780	2730-	2730-	2730-	2730-	2730-	2730-	2660	2660	2205	2660	2660	2205	2660
2ND FLOOR AREA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3RD FLOOR AREA	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
COVERED PATIO COST	0	0	2475	2475	2475	2475	2475	2475	674	674	1604	201075	201075	1604	2494
DATE OF SALE	0/07	0/07	201050	201233	201233	201233	201233	201233	201233	201233	1320-	672/04	672/04	1320-	3360-
ADJUSTED SALE	41,210	41,210	41,210	44,527	44,527	44,527	44,527	44,527	40,852	40,852	38,629	39,043	39,043	38,629	39,043
WEIGHTED AVG INDICATED MKT VALUE	40,335	40,335	40,335	40,852	40,852	40,852	40,852	40,852	40,852	40,852	38,629	39,043	39,043	38,629	39,043
INDICATED MKT VALUE	40,335	40,335	40,335	40,852	40,852	40,852	40,852	40,852	40,852	40,852	38,629	39,043	39,043	38,629	39,043
ADJUSTED MKT VALUE	41,100	41,100	41,100	44,527	44,527	44,527	44,527	44,527	40,852	40,852	38,629	39,043	39,043	38,629	39,043

\$20,700 W 9% reduction for 2012 Assessment

Board of City Commissioners
 Agenda Documentation
 Meeting Date: January 8, 2013
 Subject: Abatements for Roger Cahoon
 Page 10 of 13

12/17/12		RESIDENTIAL ASSESSMENTS FOR CITY OF NANNAN										PAGE 2	
SEQUENCE NUMBER	SUBJECT	ADJ FACTOR	COMPARABLE SALE #1	COMPARABLE SALE #2	COMPARABLE SALE #3	COMPARABLE SALE #4	ADJ	ADJ	ADJ	ADJ	ADJ	ADJ	ADJ
APPRAISAL DATE	12/14/2012	04291	04385	01396	01280	01280	01280	01280	01280	01280	01280	01280	01280
SALE PRICE			45000	50300	40100	52500							
YEAR BUILT	1917	1917	1917	1932	1934	1948	1948	1948	1948	1948	1948	1948	1948
EFFECTIVE YEAR	1917	1917	1917	1932	1934	1948	1948	1948	1948	1948	1948	1948	1948
CONDITION	3	3	3	5	5	5	5	5	5	5	5	5	5
STORIES	1	1	1	1	1	1	1	1	1	1	1	1	1
EXTERIOR WALLS	0	0	0	0	0	0	0	0	0	0	0	0	0
INTERIOR WALLS	0	0	0	0	0	0	0	0	0	0	0	0	0
BATHS	0	0	0	0	0	0	0	0	0	0	0	0	0
KITCHENS	0	0	0	0	0	0	0	0	0	0	0	0	0
FIREPLACES	0	0	0	0	0	0	0	0	0	0	0	0	0
FIREPLACE QUALITY	0	0	0	0	0	0	0	0	0	0	0	0	0
BASMENT	0	0	0	0	0	0	0	0	0	0	0	0	0
BASMENT FINISH	0	0	0	0	0	0	0	0	0	0	0	0	0
NO. OF STALLS	0	0	0	0	0	0	0	0	0	0	0	0	0
GARAGE QUALITY	0	0	0	0	0	0	0	0	0	0	0	0	0
POOL	0	0	0	0	0	0	0	0	0	0	0	0	0
1ST FLOOR AREA	782	782	862	794	717	2807	852	2520	2494	2494	2494	2494	2494
2ND FLOOR AREA	0	0	0	0	0	0	0	0	0	0	0	0	0
COVERED PATIO COST	0	0	0	0	0	0	0	0	0	0	0	0	0
DATE OF SALE	0/0/0	0/0/0	2010/0	2012/2	2011/0	2010/7	2010/7	2010/7	2010/7	2010/7	2010/7	2010/7	2010/7
DATE OF ADJUTATION	0/0/0	0/0/0	2010/0	2012/2	2011/0	2010/7	2010/7	2010/7	2010/7	2010/7	2010/7	2010/7	2010/7
ADJUSTED SALE	0/0/0	0/0/0	439/04	0/0/0	44,527	330/03	1330-	3360-	3360-	3360-	3360-	3360-	3360-
WIGHTED AVG	40.335	40.300	AS OF 2-1-2013	MEAN ADJUSTED SALE	40,852	STD DEV	2,337	COEF OF VAR	39,043				
INDICATED MKT VALUE	61,700	61,700	LISTING PRICE	0	DATE 00/00/0000	VALUE PER SQ FT	51.66						

Board of City Commissioners
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 Subject: Abatements for Roger Cahoon
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12/17/12
 AS1057

Mandan Assessing Dept
 Property Data Sheet

Page 1

CAHOON ROGER
 506 2 AVE NE
 MANDAN ND 58554

City Parcel No. 04291
 County No. 65-003254000
 Assessment Year 2010

Property Address: 506 2 AVE NE

Property Type: RESIDENTIAL

Legal Description

Lot 0010 Block 068 Addition 0019 N.P. 1ST

Total Property - Land

Area Factor 50 RESIDENTIAL
 Zoning R32
 Lot Width 50 Ft
 Lot Depth 140 Ft
 Lot Sq Ft 7000 SqFt
 Irregular Shape No
 Alley Yes
 Cul-De-Sac No
 Corner No
 Utilities Yes
 Underground Util No
 Street Hard Surface
 Sidewalk Yes
 Location Inland
 Flood Plain Degree
 Acres .16
 Lot Sale Price 0
 Lot Sale Date

Interior Walls Plaster
 Interior Finish Combination
 Fireplace No
 Floors Hardwood
 Floor Covering Carpet
 Apartment None

Garage

Detached 3 Stall with 1056 SqFt
 Quality Average

Additional Data

Electronics No
 Home Theater No
 Smart Home No
 Swimming Pool No
 Sump Pump No

Additional Area

Deck 100 SqFt

Other Area

Listing Date
 Listing Price 0
 Review Date 05/10/1978 JONB
Final App. Date 12/14/2012 SHIRLEYS

2010 Mrkt Value 60600 Land 10700
 Bldg 49900

2009 Mrkt Value 59000 Land 10700
 Bldg 48300

2010 Est Tax Amount 1116.41

Selling Price Includes Special Assessments
 Current Sale Price 0
 Current Sale Date

Previous Sale Price 0

Previous Sale Date

Data Sheet Printed By: RACHELH

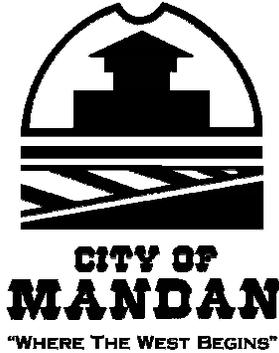
Building Data

Year Built 1917
 Effective Year 1935
 Basement Walls Poured Concrete
 Condition Average
 Quality Average/Good
 Construction Type 2x4 Construction
 Stories One Story
 Roof Cover Asphalt/Compound
 Roof Type Hip
 Heating Fuel Gas
 Heating Type Hot Water
 Air Conditioning None
 Flr Tot Rms Bed Bath
 01 7 3 1.75 780 SqFt
 BF 5 0 .00 637/600 SqFt
 Quality Fair
 Tot Finished Area 1380 SqFt
 Exterior Walls Wood Siding
 Basement Full
 Dining Room Area Formal
 Kitchen Cabinets Softwood
 Built-Ins No

Board of City Commissioners
 Agenda Documentation
 Meeting Date: January 8, 2013
 Subject: Abatements for Roger Cahoon
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12/19/12
 10:02:01

ITEMS TO ADJUST	RESIDENTIAL ASSESSMENTS FOR CITY OF WANDAN SUBJECTS AND NOT APPRAISAL SETUP CARDS	ADJUSTMENT PER UNIT	TYPE	AS1325 TEST	PAGE
STREET SPQR (\$)	04291	050			
COMPARISON SALE AREA (\$)	020	040			
COMPARISON SOLD WITHIN YEARS	01				
COMPARISON SOLD WITHIN YEARS	02				
VALUE/SALE PRICE WITHIN MONTHS	14				
REFLECTIVE YEAR		-001			
CONDITION		500			
EXTERIOR WALLS		7			
EXTERIOR WALLS		1.5			
RAILS/STAIRS		5			
NO. OF FIREPLACES		1500			
FRIDGE/QUALITY		1500			
BASMENT		15			
BASMENT FINISH		1500			
NO. OF STALLS		20			
GARAGE QUALITY		2600			
1ST FLOOR AREA		300			
POTENTIAL LOT		8.5			
2ND FLOOR AREA		30			
COVERED PATIO COST		10			
AREA FACTOR YR AGO		30			
SALE DATE 3 YRS AGO		6			
SALE DATE 2 YRS AGO		8			
SALE DATE 1 YRS AGO		0			
PROD LOCATION 0		6000			
PROD LOCATION 1		9000			
PROD LOCATION 2		1000			
PROD LOCATION 3		1000			
PROD LOCATION 4		1000			
PROD LOCATION 5		1000			
PROD LOCATION 6		1000			
BASMENT FINISH QTTY 1		-1			
BASMENT FINISH QTTY 2		4			
BASMENT FINISH QTTY 3		5			
BASMENT FINISH QTTY 4		7			
BASMENT FINISH QTTY 5		10			
BASMENT FINISH QTTY 6		12			
BASMENT FINISH QTTY 7		14			
BASMENT FINISH QTTY 8		14			
BASMENT FINISH QTTY 9		14			
BASMENT FINISH QTTY 10		18			



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 28, 2012
SUBMITTING DEPARTMENT: Assessing/Bldg Inspections
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Correction in assessment value for Mike & Kari Hatzenbuhler

STATEMENT/PURPOSE: To consider a reduction in the structure value for the 2011 & 2012 years for Hatzenbuhler's property, due to assessments that were made as a change in data.

BACKGROUND/ALTERNATIVES: This parcel is also known as Parcel #9537 on Lot 8 (Less a tract of land 1,445 sq. ft), Block 1, Diane's 7th.

Reason for abatement: To lower the structure value for the 2011 year from \$244,700 to \$208,700. After the final walk through of Hatzenbuhler's property to determine accuracy of our data and conducting a market analysis, I have arrived at a true and full value of \$208,700 for the 2011 year rather than \$244,700, a difference in true and full value of \$36,000. Also to lower the structure value for the 2012 year from \$246,100 to \$207,900. After the final walk through of Hatzenbuhler's property to determine accuracy of our data and conducting a market analysis, I have arrived at a true and full value of \$207,900 for the 2012 year rather than \$246,100, a difference in true and full value of \$38,200.

ATTACHMENTS: Applications for 2011 & 2012, market analysis and data sheets.

FISCAL IMPACT: Approximately \$678 for 2012 & \$654 for 2011, a total of \$1332.

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: I recommend a motion to approve to lower the true and full values for the 2011 year to \$208,700 & for the 2012 year to \$207,900 for Hatzenbuhler's property.

SUGGESTED MOTION: A motion to approve a reduction for Hatzenbuhler's property in the 2011 year with a true and full value to \$208,700 & 2012 year with a true and full value to \$207,900.

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name HATZENBUHLER MIKE & KARI

Address 800 DIANE'S CT NE

Legal Description of the property involved in this application
 LOT 8 (LESS A TRACT OF LAND 1,445 SQ FT)

Property ID Number

City 9537

County 65-807874

Block: 1
 DIANE'S 7TH

Total true and full value of the property described above for the year 2011 is:

Land	\$17,600
Improvements	\$227,100
Total (1)	\$244,700

Total true and full value of the property described above for the year 2011 should be:

Land	\$17,600
Improvements	\$191,100
Total (2)	\$208,700

The difference of \$36,000 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 damaged by fire, flood or tornado (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) CHANGE IN DATA

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____

2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____

3. The property was independently appraised: _____ Purpose of appraisal: _____
 _____ Market value estimate: \$ _____
 Appraisal was made by whom? _____

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

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

The Applicant asks that ADJUST 2011 VALUE TO REFLECT CORRECT ASSESSMENT

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____
 Signature of Applicant Kari Hatzenbuhler Date 1-3-13

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of Mandan City Commissioners

On _____ the governing board of this municipality, after examination of this applications and the facts, passed a resolution recommending to the Board of County Commissioners that he application be _____

Dated this _____ day of _____, _____ .

 City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ Approve/Rejected by action of _____ County Board of Commissioners.

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application for the following reason(s): _____

Dated _____, _____ .

 County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid(if paid)	Payment Made Under Written Protest? yes / no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

 County Auditor Date

**Application For Abatement
 And Settlement Of Taxes**

Name of Applicant _____

County Auditor's File No. _____

Date Application Was Filed With The County Auditor _____

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name HATZENBUHLER MIKE & KARI

Address 800 DIANE'S CT NE

Legal Description of the property involved in this application
LOT 8 (LESS A TRACT OF LAND 1,445 SQ FT)

Property ID Number

City 9537

County 65-807874

Block: 1
DIANE'S 7TH

Total true and full value of the property described above for the year 2012 is:

Land \$19,000
Improvements \$227,100
Total (1) \$246,100

Total true and full value of the property described above for the year 2012 should be:

Land \$19,000
Improvements \$188,900
Total (2) \$207,900

The difference of \$38,200 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 damaged by fire, flood or tornado (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) CHANGE IN DATA

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____

2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____

3. The property was independently appraised: _____ Purpose of appraisal: _____
 Market value estimate: \$ _____
 Appraisal was made by whom? _____

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

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

The Applicant asks that ADJUST 2012 VALUE TO REFLECT CORRECT ASSESSMENT

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____

Date _____

Signature of Applicant Kari Hatzenbuhler

Date 1-3-13

Board of City Commissioners

Agenda Documentation

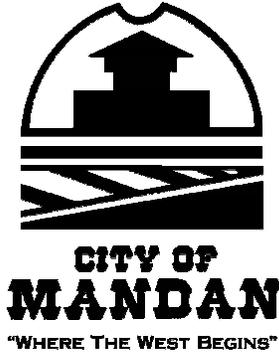
Meeting Date: January 8, 2013

Subject: Correction in assessment value for Mike & Kari Hatzenbuhler

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SEQUENCE NUMBER	SUBJECT	ADJ FACTOR	RESIDENTIAL ASSESSMENTS FOR CITY OF MANDAN	AS1325 TEST	PAGE
APPRAISAL DATE	COMPARABLE SALE #1	COMPARABLE SALE #2	COMPARABLE SALE #3	COMPARABLE SALE #4	
SALE PRICE	ADJ	ADJ	ADJ	ADJ	
09537	09404	02055	10900	10577	05452
12/03/2010	12/16/2009	10/07/2010	02/25/2010	04/07/2010	
246400	213800	152400	184900	221300	
YEAR BUILT	YEAR	YEAR	YEAR	YEAR	
2003	1998	1978	2009	1992	4800
CONDITION	1995	1975	5715	1664-	3851
QUALITY	6	5	5	5	5
EXTERIOR WALLS	7	5	1143	1234	1660
AIR CONDITIONING	18	17	1500	1684	1500
RANGE / DISHWASHER	2	2	1500-	500	500
FLOOR FINISH	1	1	2286	2774	3320
FLOOR PLAN	2	2	4000	4000	
BASEMENT FINISH	2	2	250	4000	
GARAGE	4	3	4000		
NO. OF STALLS	5	5			
POOL	0	0			
SWIMMING POOL	0	0			
TOTAL LOT AREA	1402	1343	2360	1368	1372
2ND FLOOR AREA	0	0	1360	0	4960
3RD FLOOR AREA	0	0	0	0	0
4TH FLOOR AREA	0	0	0	0	0
APPROXIMATE COST	96	94	2400	2400	2400
DATE OF SALE	200958	200975	5334	201216	1859
PROPERTY LOCATION	1336/56	3760	6472	1344/05	1840
EST. FISH AREA/QUANTITY					
ADJUSTED SALE		230,375	193,912	214,299	246,990
HEIGHTED AVG	228,498	AS OF 2-1-2012	MEAN ADJUSTED SALE	STD DEV	
INDICATED MKT VALUE	228,500	LISTING PRICE	249,900	19,630	
PREVIOUS MKT VALUE	244,700			162.98	

2012 - 228,500
96 Red. \$207,900



Consent No. 8xiv

Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 28, 2012
SUBMITTING DEPARTMENT: Assessing/Bldg Inspections
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Correction in assessment value for Curtiss Kovash

STATEMENT/PURPOSE: To consider a reduction in the structure value for the 2012 year for Curtiss Kovash property, due to assessment that was made as a street appraisal and final review.

BACKGROUND/ALTERNATIVES: This parcel is also known as Parcel #8169 on Lot 3, Block 3, Lohstreter's 2nd.

Reason for abatement: To lower the structure value for the 2012 year from \$208,300 to \$176,700. After the final walk through of Mr. Kovash's property to determine accuracy of our data and conducting a market analysis, I have arrived at a true and full value of \$190,500 for the 2012 year rather than \$222,100, a difference in true and full value of \$31,600.

ATTACHMENTS: Application for 2012, market analysis and data sheet.

FISCAL IMPACT: Approximately \$561.

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: I recommend a motion to approve to lower the true and full value for the 2012 year to \$190,500 for Mr. Kovash's property.

SUGGESTED MOTION: A motion to approve a reduction for Mr. Kovash's property in the 2012 year with a true and full value to \$190,500.

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name KOVASH CURTISS & SUSAN

Address 909 ST THOMAS TRL NW

Legal Description of the property involved in this application
 Lot: 0003

Block: 003

LOHSTRETERS 2ND

Property ID Number

City 8169

County 65-1988000

Total true and full value of the property described above for the year 2012 is:

Land	\$13,800
Improvements	\$208,300
Total (1)	\$222,100

Total true and full value of the property described above for the year 2012 should be:

Land	\$13,800
Improvements	\$176,700
Total (2)	\$190,500

The difference of \$31,600 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 damaged by fire, flood or tornado (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) WAS STREET APPRAISAL; COMPLETE REASSESSMENT

COMPLETED ON 1-3-2013

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____
2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____
3. The property was independently appraised: _____ Purpose of appraisal: _____
 _____ Market value estimate: \$ _____
 Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is \$ _____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

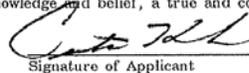
The Applicant asks that CORRECTIONS BE MADE TO REFLECT CORRECT ASSESSMENT

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant)

Date



Signature of Applicant

1-3-13

Date

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of Mandan City Commissioners

On _____ the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____, _____.

 City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approve/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application for the following reason(s): _____

Dated _____, _____.

 County Auditor

 Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid(if paid)	Payment Made Under Written Protest? yes / no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

 County Auditor

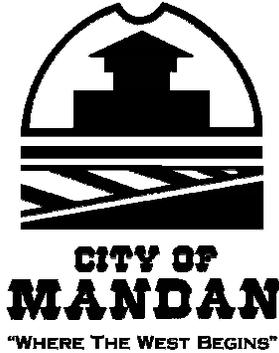
 Date

**Application For Abatement
 And Settlement Of Taxes**

Name of Applicant _____

County Auditor's File No. _____

Date Application Was Filed With The County Auditor _____



Consent No. 8xv

Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: January 4, 2013
SUBMITTING DEPARTMENT: Assessing Dept
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Homestead Credit Exemption for Loretta Joerz

STATEMENT/PURPOSE: To consider a 40% Homestead Credit exemption for the year 2012 due to meeting all criteria.

BACKGROUND/ALTERNATIVES: Ms. Joerz meets all qualifications according to the guidelines established by the State for a 40% exemption through the Homestead Credit program.

This parcel is also known as Lot 1, Block 63, N.P. 1st Addition at 409 3rd Ave NE on Parcel #4208.

ATTACHMENTS: Application.

FISCAL IMPACT: Approximately \$792. Please note that this amount is reimbursed by the State and the City is not actually losing any revenue.

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: Approval of the requested 40% Homestead Credit exemption for the year 2012.

SUGGESTED MOTION: I recommend a motion to approve the request by Ms. Joerz to receive a 40% Homestead Credit exemption for the year 2012 due to meeting all criteria according to the guidelines established through the State.

Application For Abatement And Settlement Of Taxes
 North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name JOERZ LORETTA

Address 409 3 AVE NE

Legal Description of the property involved in this application

Lot: 0002

Block: 063

N.P. 1ST

Property ID Number

City 4208

County 65-3182000

Total true and full value of the property described above for the year 2012 is:

Land \$11,300
 Improvements \$100,200
 Total (1) \$111,500

Total true and full value of the property described above for the year 2012 should be:

Land \$11,300
 Improvements \$100,200
 Total (2) \$111,500

The difference of \$0 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 damaged by fire, flood or tornado (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) NDCC 57-02-08.1 HOMESTEAD CREDIT 40% H.C.

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

1. Purchase price of property: \$ 49,500 Date of Purchase: 1974
 Terms: Cash _____ Contract Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? NO Estimated value: \$ _____
 2. Has the property been offered for sale on the open market? NO If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____
 3. The property was independently appraised: _____ Purpose of appraisal: _____
 _____ Market value estimate: \$ _____
 Appraisal was made by whom? _____
 4. The applicant's estimate of market value of the property involved in this application is \$ _____
 5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

The Applicant asks that **WE ABATE THE TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD TAX CREDIT FOR 2012.**

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____

Loretta Joerz 12/30/2012
 Signature of Applicant _____ Date _____

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of Mandan City Commissioners

On _____ the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____, _____ .

 City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approve/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application for the following reason(s): _____

Dated _____, _____ .

 County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid(if paid)	Payment Made Under Written Protest? yes / no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

 County Auditor Date

**Application For Abatement
 And Settlement Of Taxes**

Name of Applicant _____

County Auditor's File No. _____

Date Application Was Filed With The County Auditor _____

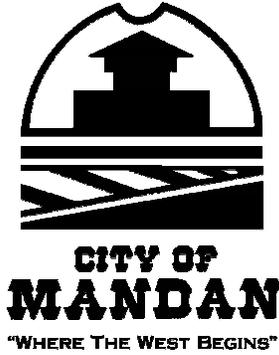
HOMESTEAD CREDIT APPLICATION FOR SENIOR CITIZENS & DISABLED PERSONS
 OFFICE OF STATE TAX COMMISSIONER
 24757 (5/2009)

For the Year of 2012

File application with the local assessor prior to February 1 of the year for which the credit is requested.

To: (Assessor)	Richard Barta
City or Town:	City of Mandan
County:	Morton County

Applicant Information			City Seq No:	04208
Name: JOERZ LORETTA			Date of Birth:	
Address: 409 3 AVE NE			Phone No:	
Legal Description of Applicant's Property:			County No: 65-3182000	
Lot: 0002	Block: 063	Addition: 0019	City: MANDAN	
1. Which of the following would best describe the type of ownership of the homestead property (check only one): A. Is recorded in your (and spouse's) name as owner <input checked="" type="checkbox"/> D. Is held under a life estate in property <input type="checkbox"/> B. Is being purchased by you under a contract for deed <input type="checkbox"/> E. Is held in a revocable trust <input type="checkbox"/> C. Is held in joint tenancy with one other than spouse <input type="checkbox"/>				
2. Is the above-described property exempt as a farm residence? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
3. Do you have assets in excess of \$75,000 including the value of any assets gifted or otherwise divested within the last three years, and excluding the unencumbered value of your homestead up to \$100,000? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
Complete Schedule A				
To Be Completed By The Assessor				
Application is: Approved <input type="checkbox"/> Denied <input type="checkbox"/> <u>40</u> % reduction allowed this applicant or a maximum of \$ <u>1800</u>				
Reason for Denial:				
Date:		Signature of Assessor:		
Schedule A				
The Following is an Accurate Account of Total Income for the Preceding Calendar Year (See Attachment for an explanation of income from other sources)				
4. Applicant's and spouse's income from Social Security benefits (excluding Medicare):	\$			
5. Applicant's and spouse's income from salary and wages:	\$			
6. Applicant's and spouse's income from interest:	\$			
7. Applicant's and spouse's income from other sources: <u>ND PERS</u>	\$			
8. Dependents' total income from all sources:	\$			
9. Total income from all sources (add lines 4, 5, 6, 7 and 8):	\$			
Medical expenses actually paid during the year and not paid for by insurance:				
Total amount of health and hospital insurance premiums (exclude Medicare):	\$			
Medicine and drugs:	\$			
Doctor, dentist and hospital costs:	\$			
Hearing aids, eyeglasses, dentures, etc.:	\$			
Transportation costs for medical care: .50 Cents Per Mile	\$			
Nursing home care costs and/or home nursing care costs:	\$			
10. Total medical expenses:	\$			
11. Income from all sources excluding medical expenses (line 9 less line 10):	\$			
Applicant Signature <u>Loretta Joerz</u>				
I declare that this application, including Schedule A, has been examined by me and to the best of my knowledge and belief is a true and correct application. I am willing to furnish proof of age, income, and assets if requested to do so by someone authorized to administer this assessment credit. I reside on the property described in this application and I hereby claim the Homestead Credit on this property as provided for in N.D.C.C. §§ 57-02-08-1.				
Date: <u>12/30/2012</u>	Signature of Applicant: <u>Loretta Joerz</u>			



Consent No. 8xvi

Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: January 4, 2013
SUBMITTING DEPARTMENT: Assessing Dept
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Homestead Credit Exemption for Kevin Trehus

STATEMENT/PURPOSE: To consider a 100% Homestead Credit exemption for the year 2012 due to meeting all criteria.

BACKGROUND/ALTERNATIVES: Mr. Trehus meets all qualifications according to the guidelines established by the State for a 100% exemption through the Homestead Credit program.

This parcel is also known as Lot 24, Block 4, Nicola's 3rd Addition at 1400 8th Ave SE on Parcel #5161.

ATTACHMENTS: Application.

FISCAL IMPACT: Approximately \$522. Please note that this amount is reimbursed by the State and the City is not actually losing any revenue.

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: Approval of the requested 100% Homestead Credit exemption for the year 2012.

SUGGESTED MOTION: I recommend a motion to approve the request by Mr. Trehus to receive a 100% Homestead Credit exemption for the year 2012 due to meeting all criteria according to the guidelines established through the State.

Application For Abatement And Settlement Of Taxes

North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name TREHUS KEVIN L

Address 1400 8 AVE SE

Legal Description of the property involved in this application

Lot: 0024

Block: 004

NICOLA'S 3RD

Property ID Number

City 5161

County 65-3945000

Total true and full value of the property described above for the year 2012 is:

Land \$12,100
 Improvements \$17,300
 Total (1) \$29,400

Total true and full value of the property described above for the year 2012 should be:

Land \$12,100
 Improvements \$17,300
 Total (2) \$29,400

The difference of \$0 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 damaged by fire, flood or tornado (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) NDCC 57-02-08 HOMESTEAD CREDIT 100% HC.

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____
2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____
3. The property was independently appraised: _____ Purpose of appraisal: _____
 Market value estimate: \$ _____
 Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is \$ _____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

The Applicant asks that HE HAVE HIS TAXES ABATED DUE TO QUALIFICATION OF THE HOMESTEAD TAX CREDIT

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 government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant) _____ Date _____
 Signature of Applicant Kevin L. Trehus Date 1-3-12

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of Mandan City Commissioners

On _____ the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____, _____

 City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approve/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application for the following reason(s): _____

Dated _____, _____

 County Auditor Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid(if paid)	Payment Made Under Written Protest? yes / no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

 County Auditor Date

Application For Abatement
 And Settlement Of Taxes

Name of Applicant _____

County Auditor's File No. _____

Date Application Was Filed With The County Auditor _____

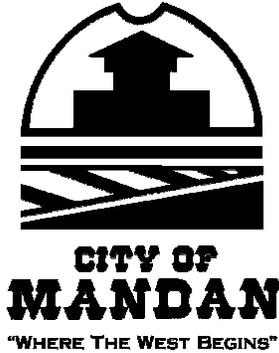
HOMESTEAD CREDIT APPLICATION FOR SENIOR CITIZENS & DISABLED PERSONS
 OFFICE OF STATE TAX COMMISSIONER
 21757 (5/2009)

For the Year of 2012

File application with the local assessor prior to February 1 of the year for which the credit is requested.

To: (Assessor)	Richard Barta
City or Town:	City of Mandan
County:	Morton County

Applicant Information			City Seq No:	05161
Name:	TREHUS KEVIN L		Date of Birth:	0000
Address:	1400 8 AVE SE		Phone No:	
Legal Description of Applicant's Property:			County No:	65-3945000
Lot:	Block:	Addition:	City:	MANDAN
0024	004	0068		
1. Which of the following would best describe the type of ownership of the homestead property (check only one): A. Is recorded in your (and spouse's) name as owner <input checked="" type="checkbox"/> D. Is held under a life estate in property <input type="checkbox"/> B. Is being purchased by you under a contract for deed <input type="checkbox"/> E. Is held in a revocable trust <input type="checkbox"/> C. Is held in joint tenancy with one other than spouse <input type="checkbox"/>				
2. Is the above-described property exempt as a farm residence? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
3. Do you have assets in excess of \$75,000 including the value of any assets gifted or otherwise divested within the last three years, and excluding the unencumbered value of your homestead up to \$100,000? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>				
				Complete Schedule A
To Be Completed By The Assessor				
Application is: Approved <input type="checkbox"/> Denied <input type="checkbox"/> <u>100</u> % reduction allowed this applicant or a maximum of \$ _____				
Reason for Denial: _____				
Date: _____		Signature of Assessor: _____		
Schedule A				
The Following is an Accurate Account of Total Income for the Preceding Calendar Year (See Attachment for an explanation of income from other sources)				
4. Applicant's and spouse's income from Social Security benefits (excluding Medicare):				
5. Applicant's and spouse's income from salary and wages:			\$	
6. Applicant's and spouse's income from interest:			\$	
7. Applicant's and spouse's income from other sources:			\$	
8. Dependents' total income from all sources:			\$	
9. Total income from all sources (add lines 4, 5, 6, 7 and 8):				
Medical expenses actually paid during the year and not paid for by insurance:				
Total amount of health and hospital insurance premiums (exclude Medicare):			\$	
Medicine and drugs:			\$	
Doctor, dentist and hospital costs:			\$	
Hearing aids, eyeglasses, dentures, etc.:			\$	
Transportation costs for medical care: .50 Cents Per Mile			\$	
Nursing home care costs and/or home nursing care costs:			\$	
10. Total medical expenses:			\$	0
11. Income from all sources excluding medical expenses (line 9 less line 10):			\$	
Applicant Signature				
I declare that this application, including Schedule A, has been examined by me and to the best of my knowledge and belief is a true and correct application. I am willing to furnish proof of age, income, and assets if requested to do so by someone authorized to administer this assessment credit. I reside on the property described in this application and I hereby claim the Homestead Credit on this property as provided for in N.D.C.C. SS 57-02-08-1.				
Date: <u>1-3-12</u>		Signature of Applicant: <u>Kevin L. Trehus</u>		



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: December 28, 2012
SUBMITTING DEPARTMENT: Assessing/Bldg Inspections
DEPARTMENT DIRECTOR: Richard L Barta
PRESENTER: Richard L Barta
SUBJECT: Reduction in structure value for Mary Kaye Mann

STATEMENT/PURPOSE: To consider a reduction in the structure value for the 2012 year for Mary Kaye Mann's property, due to assessment that was made as a street appraisal and final review.

BACKGROUND/ALTERNATIVES: This parcel is also known as Parcel #3952, Block 5, Meads.

Reason for abatement: To lower the structure value for the 2012 year from \$92,400 to \$40,900. After the final walk through of Ms. Mann's property to determine accuracy of our data and conducting a market analysis, I have arrived at a true and full value of \$40,900 for the 2012 year rather than \$92,400, a difference in true and full value of \$51,500.

ATTACHMENTS: Application for 2012, market analysis and data sheet.

FISCAL IMPACT: Approximately \$914.00

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: I recommend a motion to approve to lower the true and full value for the 2012 year to \$40,900 for Ms. Mann's property.

SUGGESTED MOTION: A motion to approve a reduction for Ms. Mann's property in the 2012 year with a true and full value to \$40,900.

Application For Abatement And Settlement Of Taxes
 North Dakota Century Code § 57-23-04

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

State of North Dakota

County of Morton

Name MANN MARY KAYE

Address 1204 2 ST NW

Legal Description of the property involved in this application

W 65' LOTS 5-7

Property ID Number

City 3952

County 65-2985000

Block: 005

MEADS

Total true and full value of the property described above for the year 2012 is:

Land \$5,700
 Improvements \$86,700
 Total (1) \$92,400

Total true and full value of the property described above for the year 2012 should be:

Land \$5,700
 Improvements \$35,200
 Total (2) \$40,900

The difference of \$51,500 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 damaged by fire, flood or tornado (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) WAS STREET APPRAISAL; COMPLETE REASSESSMENT DONE

ON 12-13-12

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

1. Purchase price of property: \$ _____ Date of Purchase: _____
 Terms: Cash _____ Contract _____ Trade _____ Other (explain) _____
 Was there personal property involved in the purchase price? _____ Estimated value: \$ _____
2. Has the property been offered for sale on the open market? _____ If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____
3. The property was independently appraised: _____ Purpose of appraisal: _____
 Market value estimate: \$ _____
 Appraisal was made by whom? _____
4. The applicant's estimate of market value of the property involved in this application is \$ _____
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

The Applicant asks that ADJUSTMENTS MADE TO REFLECT CORRECT ASSESSMENT FOR 2012

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.

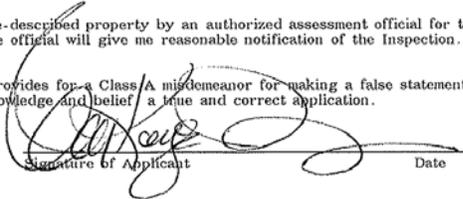
I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a government matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Signature of Preparer (if other than applicant)

Date

Signature of Applicant

Date



Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of Mandan City Commissioners

On _____ the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be _____

Dated this _____ day of _____, _____.

 City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was _____ by action of _____ County Board of Commissioners.
Approve/Rejected

Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ _____ to \$ _____ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ _____. The Board accepts \$ _____ in full settlement of taxes for the tax year _____.

We reject this application for the following reason(s): _____

Dated _____, _____.

 County Auditor

 Chairperson

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid(if paid)	Payment Made Under Written Protest? yes / no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of Commissioners are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

 County Auditor

 Date

**Application For Abatement
 And Settlement Of Taxes**

Name of Applicant _____

County Auditor's File No. _____

Date Application Was Filed With The County Auditor _____

Board of City Commissioners
 Agenda Documentation
 Meeting Date: January 8, 2013
 Subject: Reduction in structure value for Mary Kaye Mann
 Page 4 of 5

1/04/13
 AS1057

Mandan Assessing Dept
 Property Data Sheet

Page 1

MANN MARY KAYE
 1204 2 ST NW
 MANDAN ND 58554

City Parcel No. 03952
 County No. 65-002985000
 Assessment Year 2011

Property Address: 1204 2 ST NW

Property Type: RESIDENTIAL

Legal Description
 W 65' LOTS 5-7

Lot Block 005 Addition 0017 MEADS

Total Property - Land

Area Factor 50 RESIDENTIAL
 Zoning RM
 Lot Width 65 Ft
 Lot Depth 75 Ft
 Lot Sq Ft 4875 SqFt
 Irregular Shape Yes
 Alley Yes
 Cul-De-Sac No
 Corner No
 Utilities Yes
 Underground Util. No
 Street Hard Surface
 Sidewalk Yes
 Location Inland
 Flood Plain Degree
 Acres .11
 Lot Sale Price 0
 Lot Sale Date

Interior Walls Combination
 Interior Finish Combination
 Fireplace No
 Floors Softwood
 Floor Covering Carpet
 Apartment None

Garage
 None 0 Stall with 0 SqFt
 Quality None

Additional Data

Electronics No
 Home Theater No
 Smart Home No
 Swimming Pool No
 Sump Pump No

Additional Area

Deck 80 SqFt

Building Data

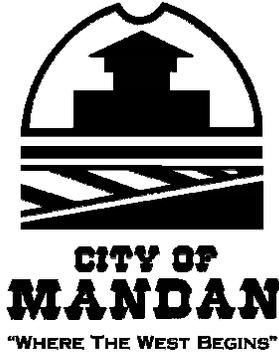
Year Built 1926
 Effective Year 1926
 Basement Walls Concrete Block
 Condition Average
 Quality Average
 Construction Type Concrete Block
 Stories Two Story
 Roof Cover Asphalt/Compound
 Roof Type Gable
 Heating Fuel Gas
 Heating Type Forced Air
 Air Conditioning None
 Flr Tot Rms Bed Bath
 02 3 3 1.00 720 SqFt
 01 3 0 1.00 720 SqFt
 BF 0 0 .00 708/0 SqFt
 Quality None
 Tot Finished Area 1440 SqFt
 Exterior Walls Novelty
 Basement Full
 Dining Room Area Foxmal
 Kitchen Cabinets Softwood
 Built-Ins No

Other Area

Listing Date
 Listing Price 0
 Review Date 11/12/2010 CHERYLW
 Final App. Date 12/13/2012 SHIRLEYS
 2011 Mrkt Value 55900 Land 5500
 Bldg 50400
 2010 Mrkt Value 53700 Land 5300
 Bldg 48400
 2011 Est Tax Amount 1014.90
 Selling Price Includes Special Assessments
 Current Sale Price 5600
 Current Sale Date 11/16/1999
 Previous Sale Price 0
 Previous Sale Date
 Data Sheet Printed By: Shirley Shaw

12/17/12	RESIDENTIAL ASSESSMENTS FOR CITY OF MANDAN										AS1325	TEST	PAGE	
SEQUENCE NUMBER	SUBJECT	ADJ FACTOR	COMPARABLE SALE #1	COMPARABLE SALE #2	COMPARABLE SALE #3	COMPARABLE SALE #4	ADJ	ADJ	ADJ	ADJ	ADJ	ADJ	ADJ	ADJ
APPRAISAL DATE	12/13/2012		04042	05139	06109	08120								
SALE PRICE	15000		1346	1940	1930	1000	1939	1932	1332	500	2000	7992	88800	
YEAR BUILT	1992	001	1946	1940	1930	1000	1939	1932	1332	500	2000	7992	88800	
CONDITION	2	2	2	2	2	2	2	2	2	2	2	2	2	2
QUALITY	4	3	3	3	3	3	3	3	3	3	3	3	3	3
STORIES	1	1	1	1	1	1	1	1	1	1	1	1	1	1
INTERIOR WALLS	1	1	1	1	1	1	1	1	1	1	1	1	1	1
EXTERIOR WALLS	1	1	1	1	1	1	1	1	1	1	1	1	1	1
AIR CONDITIONING	0	0	0	0	0	0	0	0	0	0	0	0	0	0
BATHS/FIXTURES	6	6	6	6	6	6	6	6	6	6	6	6	6	6
KITCHEN/FIXTURES	6	6	6	6	6	6	6	6	6	6	6	6	6	6
FIREPLACE QUALITY	100	100	100	100	100	100	100	100	100	100	100	100	100	100
FLOOR PLAN	2	2	2	2	2	2	2	2	2	2	2	2	2	2
BASEMENT FINISH	1	1	1	1	1	1	1	1	1	1	1	1	1	1
GARAGE	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NO OF STALLS	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NO OF SPACES	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SWIMMING POOL	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TYPICAL LOT	1	1	1	1	1	1	1	1	1	1	1	1	1	1
2ND FLOOR AREA	720	720	720	720	720	720	720	720	720	720	720	720	720	720
3RD FLOOR AREA	0	0	0	0	0	0	0	0	0	0	0	0	0	0
COVERED PATIO COST	50	50	50	50	50	50	50	50	50	50	50	50	50	50
DATE OF SALE	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20
PROPERTY LOCATION														
BSMT FRESH AREA/QUALITY	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20	0/20
ADJUSTED SALE		5,460		57,105		48,095		91,502						
WEIGHTED AVG VALUE	44,965			50,541		30,456		60,74						
INDICATED NEXT VALUE	45,000			50,541		30,456		60,74						
PREVIOUS WKT VALUE	55,900			50,541		30,456		60,74						

*44,900 Assessment for 2012
 40,900 w/ 90lb reduction*



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 8, 2013
PREPARATION DATE: January 3, 2013
SUBMITTING DEPARTMENT: Administration
DEPARTMENT DIRECTOR: Jim Neubauer, City Administrator
PRESENTER: Jim Neubauer, City Administrator
SUBJECT: BNC & Dakota Commercial Offers for Collins & Main Property

STATEMENT/PURPOSE: To consider updated offers from BNC National Bank and Dakota Commercial for the City owned property at Collins & Main.

BACKGROUND/ALTERNATIVES: BNC National Bank and Dakota Commercial have made proposals for the aforementioned property. Both entities were asked to provide any updated offers by noon, January 3, 2013.

BNC has determined not to adjust their offer as presented on December 4, 2012. The offer is full price for the property, \$162,500 with no incentives with construction to begin in April or May 2013. BNC did explore adding a second floor to their proposal but decided against such.

Dakota Commercial has revised their offer. The offer is to purchase the land for \$1, request renaissance zone exemptions for 5 years on the commercial portion (1/3 of the project) and a two year 100% exemption on the housing component (2/3 of the project), construction would commence when a main floor tenant is secured.

ATTACHMENT: BNC Nov 30 proposal & Dakota Commercial letter of January 3, 2013

FISCAL IMPACT: Utilizing only revenue from the sale of property and potential property tax (current mill levies) revenue from both projects as proposed, BNC project value utilized is \$1M and Dakota Commercial \$3M (1/3commercial 2/3 as residential).

	<u>BNC</u>	<u>Dakota Commercial</u>
5 years	\$261,000	\$39,404
10 years	\$359,500	\$413,701
15 years	\$458,000	\$709,201
20 years	\$556,500	\$1,004,701

Board of City Commissioners

Agenda Documentation

Meeting Date: January 8, 2013

Subject: BNC & Dakota Commercial Offers for Collins & Main Property

Page 2 of 4

STAFF IMPACT:

LEGAL REVIEW:

RECOMMENDATION: there are many factors in looking at both proposals. Options that are available appear to be:

- 1) Move forward with a development agreement for the BNC proposal
- 2) Move forward with a development agreement for the Dakota Commercial proposal (if this option is chosen, I would recommend putting a time limit on the availability to obtain a 1st floor tenant or the property reverts back to the city)
- 3) Reject both proposals

SUGGESTED MOTION:



From: Jason Arenz [mailto:JArenz@BNCBANK.COM]
Sent: Friday, November 30, 2012 10:50 AM
To: Jim Neubauer; Ellen Huber
Cc: Dave Hoekstra; jeff@jiranpc.com
Subject: RE: Collins & Main Property

Jim and Ellen:

Attached you will find 2 documents:

The 1st document (Excel spreadsheet) showing the present value of future cash flow. This was based on figures given to us by the Mandan tax assessor's office along with the tax exemptions and TIF program that Dakota Commercial is currently on and has requested.

The 2nd document (picture): The changes made to the building include increasing the top of our main building to 22' and to the top of the dome at 33' (3 stories). It also includes a decorative planter with benches to make more of a connection to the adjacent building without taking away any of the 16 parking spaces on the property. In addition, the Fr. Collins plaque feature was enhanced.

Thanks for the time.

Jason

Jason J. Arenz
SVP - Commercial Lending
BNC National Bank
322 E. Main
Bismarck, ND 58502
www.bncbank.com



January 3, 2013

Jim Neubauer
City Administrator
205 2nd Avenue NW
Mandan, ND 58554

RE: Property located on Main Street at the corner of Collins Avenue/**Revised**

Dear Mr. Neubauer,

On behalf of our development group, we appreciate the opportunity to submit qualifications for the above mentioned proposal. We are excited for the potential of working with the City of Mandan on another great project in downtown Mandan.

Our team includes Dakota Commercial, Community Contractors and JLG Architects. You will find more information about our companies within our package. Our initial thoughts for the project would be approximately 29-30 apartment units of which we would have portions of commercial space for retail, restaurant and/or office-type uses. We would incorporate many design ideas and responses that directly contribute to the development of community in downtown Mandan. A mixture of housing and commercial attracts a diverse group of people to live in the development.

The residential units would be market rate, and would be available to empty nesters and married couples, or individuals that work and live in the downtown neighborhood.

Since we developed the Mandan Place mixed-use property, we have learned that finding a commercial tenant is key to the success of any project. We would like to secure a main floor tenant before beginning construction.

We would agree to purchase of the land for \$1 per square foot. We would request the benefits under the Renaissance Zone program and a two-year tax abatement for the apartment dwelling from the date of completion/certificate of occupancy.

Upon selection we'll structure a final proposal with detailed financials and costs, along with our financing and equity injection. We are confident that our team would bring experience, energy, resources and commitment to create an additional project that will bring life and vitality and a sense of community to your existing downtown.

Please feel free to call me with any questions.

Sincerely,

DAKOTA COMMERCIAL & DEVELOPMENT

A handwritten signature in blue ink, appearing to read "Kevin Ritterman", is written over the typed name below.

Kevin Ritterman

Kevins/Neubauer

ORDINANCE NO. 1136

AN ORDINANCE TO AMEND AND REENACT SECTION 21-03-02 OF ORDINANCE 1088 OF THE MANDAN CODE OF ORDINANCES RELATING TO DISTRICT BOUNDARIES AND ZONING MAP.

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

SECTION 1. AMENDMENT. Section 21-03-02 of the Mandan Code of Ordinances is amended to read as follows:

The following described property located within the City of Mandan, Morton County, North Dakota shall be excluded from the A (Agricultural) and shall be included in the RM (Multi-Family Residential) zoning namely,

Lot 1, Block 1 of Christianson’s 1st Addition of Section 21, Township 139N, Range 81W, City of Mandan, Morton County, North Dakota

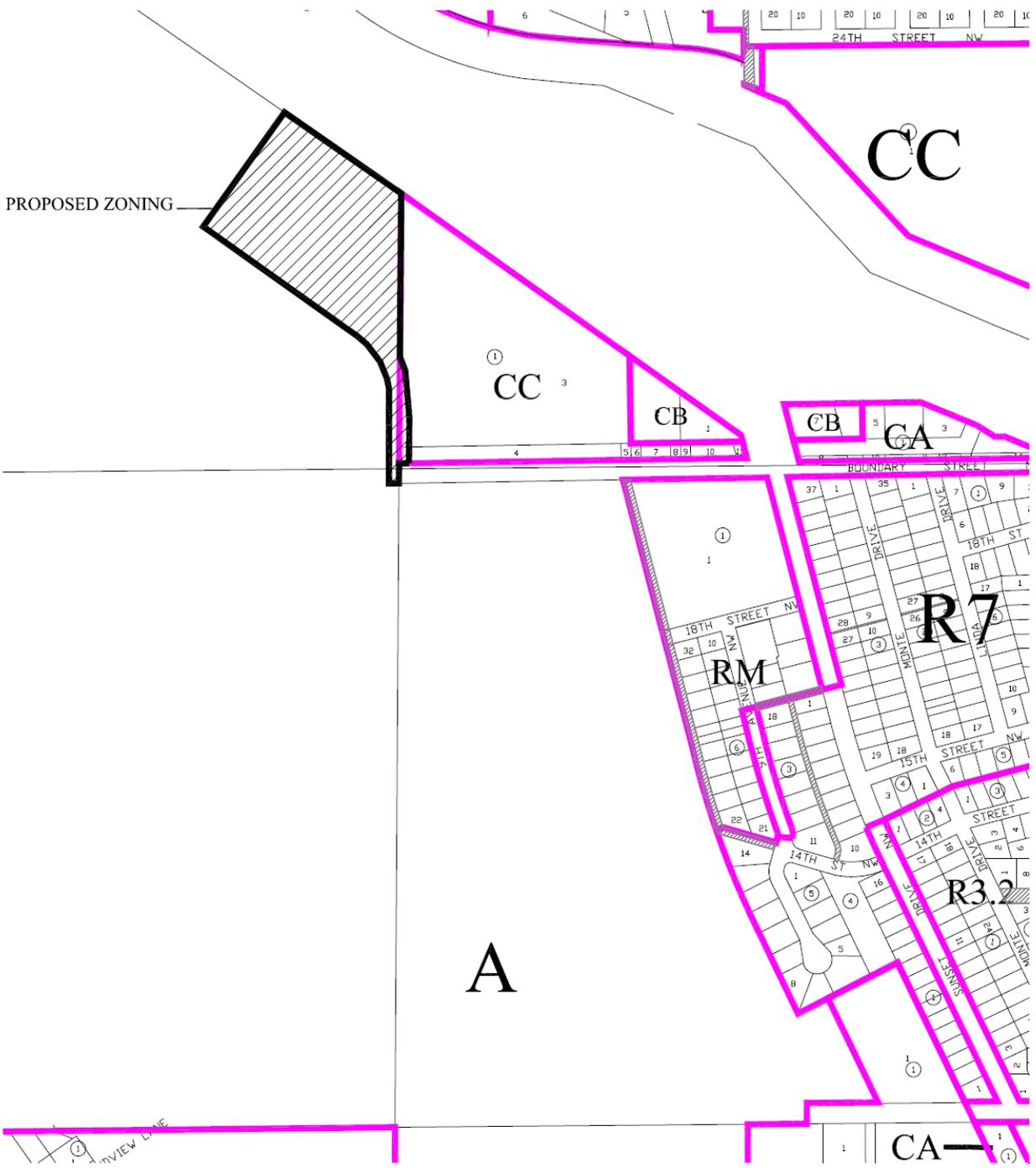
and as so amended said section is hereby reenacted. The city administrator is authorized and directed to make the necessary changes upon the official zoning map of the city in accordance with this section.

President, Board of City Commissioners

Attest:

City Administrator

Public Hearing:	<u>November 26, 2012</u>
First Consideration:	<u>December 18, 2012</u>
Second Consideration and Final Reading:	<u>January 8, 2013</u>
Publication Date:	<u>January 18, 2013</u>
Recording Date:	_____



ORDINANCE NO. 1137

AN ORDINANCE ANNEXING CERTAIN ADJOINING LANDS TO THE CITY OF MANDAN,
MORTON COUNTY, NORTH DAKOTA, AND EXTENDING THE CORPORATE
BOUNDARIES THEREOF.

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

WHEREAS, the City of Mandan, Morton County, North Dakota has determined it to be its
interests to annex the hereinafter described property, which is contiguous to the City of Mandan, Morton
County, North Dakota, but not embraced within the limits thereof, and has met all requirements as
directed by Section 40-51.2-03 of the North Dakota Century Code.

SECTION 1. Property Annexed. The following described land is situated in the County of
Morton, State of North Dakota, and contiguous to the corporate limits of the City of Mandan, North
Dakota, is hereby added to, taken into, annexed and made part of the City of Mandan, namely:

A tract of land being a part of the NW ¼ of Section 21, Township 139N, Range 81W, of the 5th
Principal Meridian, Morton County, North Dakota, being more particularly described as follows:

Beginning at the northwest corner of the NW ¼ of Section 21, Township 139N, Range 81W; thence east
along the north boundary line of said NW ¼ to a point on the south Right-of-Way of I-94; thence
southeasterly along said south Right-of-Way line to the northwest corner of Lohstreter’s 4th Addition of
the City of Mandan, Morton County, North Dakota; thence southwesterly along the west boundary line of
said Lohstreter’s 4th Addition to the southwest corner of said Lohstreter’s 4th Addition; thence
southeasterly along the south boundary line of said Lohstreter’s 4th Addition to the southeast corner of
said Lohstreter’s 4th Addition; thence northeasterly along the east boundary line of said Lohstreter’s 4th
Addition to a point on the south Right-of-Way Line of said Boutrous Addition of the City of Mandan,
Morton County, North Dakota; thence south along the west boundary line of said Boutrous Addition to
the southeast corner of said NW ¼ ; thence west along the south boundary line of said NW ¼ to the
southwest corner of said NW ¼ ; thence north along the west boundary line of said NW ¼ to the Point of
Beginning.

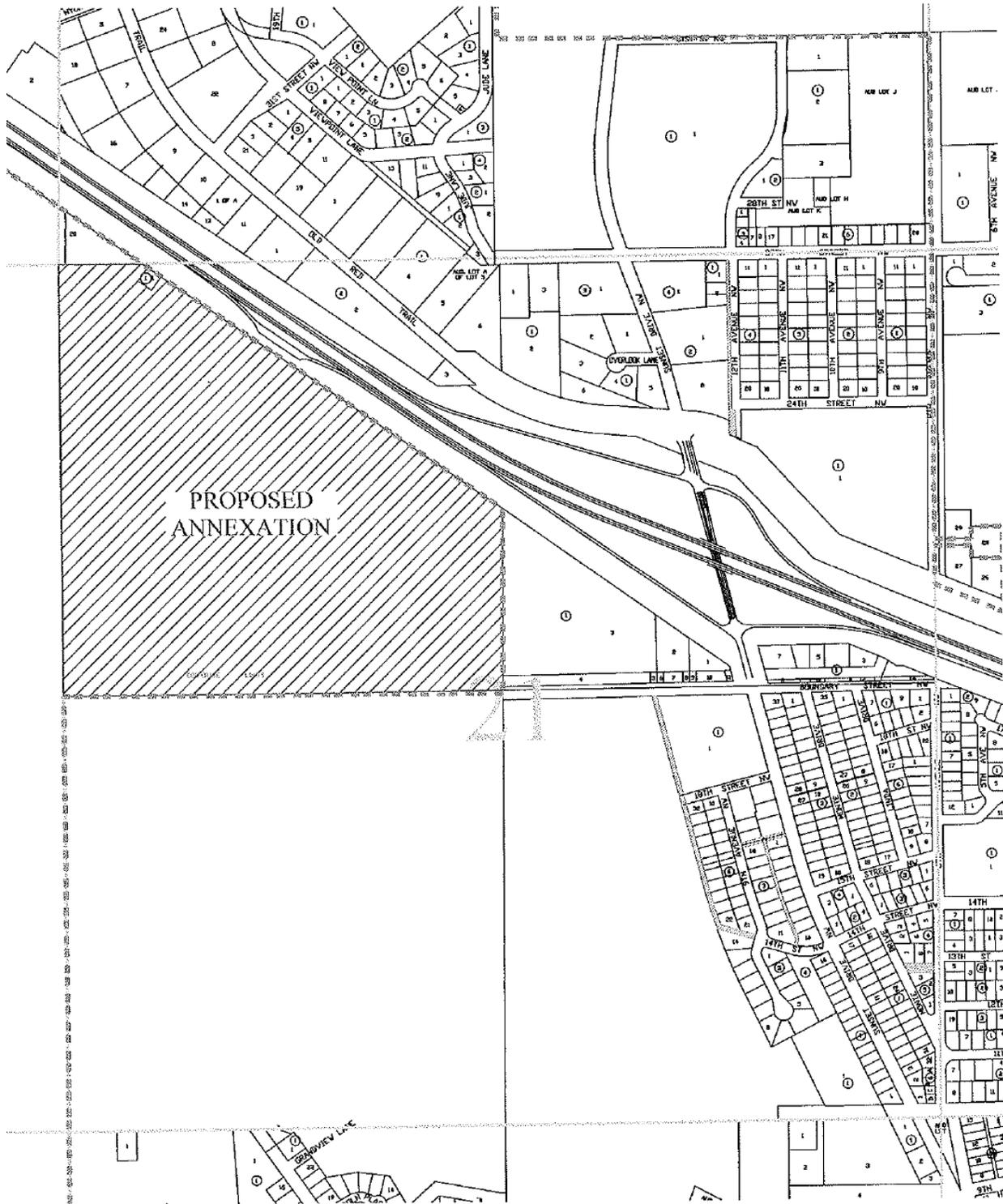
SECTION 2. Corporate Boundary Extended. Upon the taking effect of this Ordinance, the
corporate limits and boundary lines of the City of Mandan shall thereafter include said lands.

By: _____
Arlyn Van Beek, President,
Board of City Commissioners

Attest:

James Neubauer, City Administrator

First Consideration: December 18, 2012
Second Consideration
and Final Passage: January 8, 2013
Date of Recording: _____



ORDINANCE NO. 1138

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;

Douglas Lane SE as platted in Lakewood 1st Addition Replat of part of Lot 2, Block 1, in Section 6, Township 138N, Range 80W, in the City of Mandan, Morton County, North Dakota is hereby changed to "Verity Lane SE".

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>December 14th & 21st, 2012</u>
Public Hearing:	<u>January 8, 2013</u>
First Reading:	<u>January 8, 2013</u>
Second Reading:	<u>January 15, 2013</u>
Publication Date:	_____
Recording Date:	_____

MILWAUKEE

12

13

3

K 2ND

4

13

13
10
11
12

LOT 2
BLOCK 1

LOT 1
BLOCK 1

SE

NEW STREET NAME

LAKEWOOD
ADDITION

DOUGLAS LANE
DRIVE

MCKENZIE

1P

1N

1A

1B

LOT 1

1

ORDINANCE NO. 1139

AN ORDINANCE TO AMEND AND REENACT SECTION 21-03-02 OF ORDINANCE 1088 OF THE MANDAN CODE OF ORDINANCES RELATING TO DISTRICT BOUNDARIES AND ZONING MAP.

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

SECTION 1. AMENDMENT. Section 21-03-02 of the Mandan Code of Ordinances is amended to read as follows:

The following described property located within the City of Mandan, Morton County, North Dakota shall be excluded from the MB (Heavy Industrial/Heavy Commercial) and shall be included in the MA (Light Non-Nuisance Industrial/Heavy Commercial) zoning namely,

All of Riverwood Commercial Park 3rd Addition and Lot 3, Block 2, of Riverwood Commercial Park 1st Addition of Section 21, Township 139N, Range 81W, City of Mandan, Morton County, North Dakota

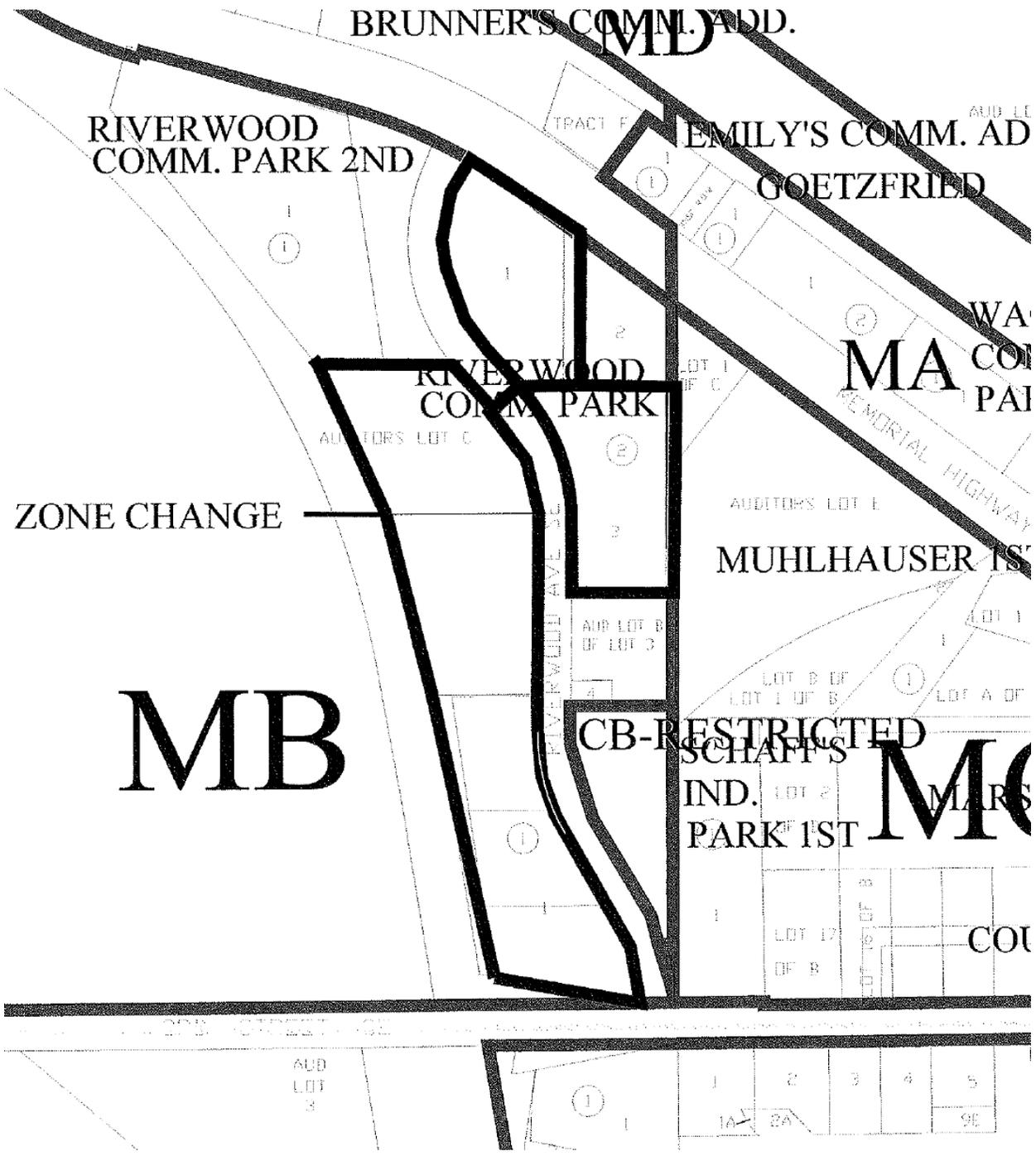
and as so amended said section is hereby reenacted. The city administrator is authorized and directed to make the necessary changes upon the official zoning map of the city in accordance with this section.

President, Board of City Commissioners

Attest:

City Administrator

Public Hearing:	<u>December 19, 2012</u>
First Consideration:	<u>January 8, 2013</u>
Second Consideration and Final Reading:	<u>January 15, 2013</u>
Publication Date:	_____
Recording Date:	_____



BRUNNER'S COMM. ADD.

RIVERWOOD
COMM. PARK 2ND

EMILY'S COMM. AD
GOETZFRIED

RIVERWOOD
COMM. PARK

MA
MEMORIAL HIGHWAY

ZONE CHANGE

MUEHLHAUSER IS

MB

CB-RESTRICTED

SCHAFF'S
IND. LOT 2
PARK 1ST
MC

228 STREET

AUD
LOT
3

LOT 12
OF B

COU

1	2	3	4	5
1A	2A			9E