

AGENDA
MANDAN CITY COMMISSION
JANUARY 21, 2014
ED "BOSH" FROEHLICH MEETING ROOM,
MANDAN CITY HALL
5:00 P.M. (SPECIAL TIME)
www.cityofmandan.com

-
- A. ROLL CALL:
1. Roll call of all City Commissioners.
- B. APPROVAL OF AGENDA:
- C. PUBLIC COMMUNICATIONS:
- D. MINUTES:
1. Consider approval of the minutes from the January 7, 2014 Board of City Commission meeting.
- E. PUBLIC HEARING:
- F. BIDS:
- G. CONSENT AGENDA:
1. Consider approval of monthly bills.
2. Consider approval of the pledge of securities reports as required by NDCC 21-04.
3. Consider the designation of depositories for the City's public funds as required by NDCC 21-04.
4. Approval of Safe Routes To School Decision Document
5. Consider annual leave carryover allowance for Planning & Engineering Project Manager Fettig.
6. Consider the approval of plans and specifications, Engineer's Report and authorize the call for bids for the 2014 Municipal Sidewalk Improvement Project 2014-11(See Resolution No. 1).
7. Consider approval of Class D1 liquor license for Tri-Energy Corporation (Cenex) at 4426 Memorial Highway.
8. Consider approval of Sunday openings for Tri-Energy Corporation for Feb. 9, 2014 to June 29, 2014.
9. Consider ad for sale of Wastewater Treatment Plant dredging machine.
10. Consider approval of the Homestead Credit Abatements.
11. Consider approval of abatements for:
i. Complete Reassessment of property - Terry Haluzak, Sr.
ii. Missed 2-year exemption – Assessor Error – Travis Ben Bird.

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12. Consider approval of Special Sunday openings for Mandan Eagles for Feb, 23, 2014 & March 2, 2014.

H. OLD BUSINESS:

I. NEW BUSINESS:

1. Request for Qualifications for Engineering Services for design of federally funded street improvement projects.
2. Consider appointment to the Mandan Progress Organization Board of Directors.

J. RESOLUTIONS AND ORDINANCES:

1. Consider the Resolutions approving engineer's report, approving the plans and specifications and directing advertisement for bids for Municipal Sidewalk Project 2014-11.

K. OTHER BUSINESS:

L. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS:

1. February 4, 2014
2. February 18, 2014 – 5 p.m. start
3. March 4, 2014

M. ADJOURN

Public Communication

A scheduled time for public participation has been placed on the agenda at Mandan City Commission meetings. The Board desires to hear the viewpoints of citizens throughout the City. Individuals wishing to address the Board are encouraged to make arrangements with the Board President or the City Administrator prior to the meeting. Comments should be made to the Board and not to individuals in the audience and be related to City operations and programs. The Board will not hear personal complaints against any person connected with the City. If a citizen would like to add a topic to the agenda, arrangements must be made in advance with the City Administrator or Board President. The Board reserves the right to eliminate or restrict the time allowed for public participation. The Board requests that comments are limited to three (3) minutes or less. Groups of individuals addressing a common concern are asked to designate a spokesperson.

The Mandan City Commission met in regular session at 5:30 p.m. on January 7, 2014 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, Planning & Engineering Director Froseth, Planner Decker, Assessor Shaw, and Building Official Lalim.

B. APPROVAL OF AGENDA: Commissioner Rohr motioned to approve the Agenda as presented. Commissioner Tibke seconded the motion. The motion received unanimous approval of the members present. The motion passed.

C. PUBLIC COMMUNICATIONS: Mayor Van Beek invited anyone to come forward to address items on the Agenda. A second announcement was made to speak for or against items on the Agenda. Seeing none, this portion of the Public Communications was closed.

D. MINUTES:

1. *Consider approval of the following minutes from the Board of City Commission regular meeting held December 17, 2013.* Commissioner Frank moved to approve the minutes as presented. Commissioner Tibke seconded the motion. The motion received unanimous approval of the members present. The motion passed.

E. PUBLIC HEARING:

F. BIDS:

G. CONSENT AGENDA

1. *Consider approval for advertising for bids for District No. 186 Project 2013-22 (Macedonia Hills 1st Addition). See Resolution No. 2.*

2. *Consider for approval the final Replat of Lots 1-3, Block 1, Ol’ Town Addition.*

3. *Consider for approval the Proposal from Banyon Data Systems for Utility Billing Software.*

4. *Consider finalizing Infrastructure Grant project completed by Swanberg Construction Co. and approve final pay estimate request.*

5. *Consider approval of the Homestead Credit abatements.*

6. *Consider approval of abatements for: (i) Complete Reassessment of Properties – Jeromchek & Kraft; (ii) Unbuildable lot – Riverwood Commercial Park, LLC; (iii) Missed Property – Assessor Error – Wolff; (iv) 2-year Exemption – New Construction – Boyce.*

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.

H. OLD BUSINESS:

I. NEW BUSINESS:

1. *Consider proposal for purchase and development of 611 W Main Street:*
Business Development and Communications Director Huber reported that after the issuance of a Request for Proposal for the purchase and development of the property at 611 West Main Street, a proposal was received from Link Golz for the construction of a True Value Hardware Store. This property is located between the Morton Mandan Public Library on Main Street and the Cass Clay distribution center. It is a 25,798 sq. ft. property. Mr. Golz was present to outline his proposal. Matt Appleby from True Value Hardware Store was also present. A key point included in the offer is for \$2.50 per sq. ft. to construct a 9,072 sq. ft. True Value Hardware Store and discussions regarding this matter began in 2011 with Mr. Golz.

A hardware store has been a major demand in this community. Matt Appleby came forward and introduced himself and Link Golz. Link Golz stated that he has been in the hardware business for 25 years having owned a hardware store for almost 17 years in Ashley, North Dakota. He indicated that it is his desire to own and operate a larger store and to assist the City of Mandan and Morton County fulfill their needs for a hardware store in the community.

Matt Appleby mentioned that True Value Hardware stores are one of the largest hardware coop's in the world with service to 54 countries and over 5,000 stores and 12 distribution centers. The wholesale sales in 2013 were \$1.8 billion. Destination True Value is the new floor format for the stores which is the design that will be used in the Mandan store. The Planning Department has been involved with the layout of the building on the property to optimize the building and land to which it will sit on. Services will also be provided such as key cutting, window repair and glass cutting and possibly small engine repair. Project costs are estimated at \$1.7 million when factoring in the inventory and such. Investments are in the form of personal funds of Mr. Golz; True Value will provide \$262,808 in inventory; a True Value equity loan of \$200,000; SBA loans and some private lender loans. Mr. Appleby stated the Mr. Golz is requesting the 5-year property tax exemption under the Renaissance Zone program. With regard to a timeline, the proposed plan is to break ground in March (2014) with building construction to be completed in June; merchandising would be completed by August with a final plan for a Grand Opening in September. It is projected that 8-12 employees will be hired. Mr. Appleby stated the offer is contingent on the recent closing of the Central Market grocery store as that type of business will be necessary for traffic flow to the hardware store. Mr. Golz requested the opportunity to opt out of the current project with a full refund of any money paid to the City if a new grocery store for the property has not been secured by the time Mr. Golz is ready to start construction.

Commissioner Frank asked whether True Value Cooperatives conducts their own research for their businesses and how confident are they with the sales projections. Also, are they conservative in nature? Mr. Appleby replied that they are conservative. They do

their own market studies and that is brought before their Board before decisions are made to invest. He noted that since True Value is a co-op, the members own True Value.

Commissioner Frank inquired about the contingency with regard to the loss of Central Market and the short timeframe for this business to start construction. She asked Business Development Director Huber about the possibility of placing a store in the Central Market building with the close construction time period for True Value? Huber replied that there are a number of variables including the fact that the Central Market property is privately owned so the owner of that property has the prerogative of entering into purchase or lease agreements with parties they choose as long as it fits within the city's zoning perimeters. The City is in communication with those owners and they are aware of the efforts to attract another grocery store to that location. They will also be doing their own research and whether the City will know the future use of that property by March is difficult to say at this point.

Development Director Huber's recommendation is to enter into an Option to Buy Agreement with Mr. Golz for an agreeable period of time that would give the appropriate amount of time for him to continue his work and to continue to monitor the situation to see if he would have that confidence to wanting to enter into full-fledged Purchase and Development Agreements. The initial recommendation was for Purchase and Development Agreements but the Option to Buy Agreement would give him control of the property for some agreed upon period of time as the various aspects in business dynamics develop on west Main Street. Development Director Huber stated that one other item is to summarize the types of business programs that would be pursued for this project –all would be subject to the application review and approval process. The Mandan Growth Committee is working on a policy that pertains to the request for local match for a Bank of North Dakota (BND) FlexPACE loan. The caps the BND has on this type of loan mean the local share amounts to just slightly over \$50,000. The Mandan Growth Fund Committee is looking at policy that would indicate in most situations the local match would be provided at 0% interest loan repayable once the interest buy-down term of the loan is complete. Local communities have the option of providing that as a grant or a loan, also determining the interest rate, if a loan. The policy has not been adopted formally just yet, but was the direction given to bring back for future consideration.

Commissioner Rohr commented that it is a fact that certain businesses attract other businesses and he would like to see that end of Main Street developed and moving forward. Business Development Director Huber stated that the Central Market property is one of the largest square footage retail sectors in the Mandan Community and she stressed the importance of filling that area with retail that attracts customers on a daily basis. She indicated that moving forward with an agreement be it an Option to Buy or Purchase and Development Agreements to secure a hardware store would be a move in the right direction in helping to fill the other location.

City Attorney Brown commented that in view of the contingency Mr. Golz wants to put on this, that an Option to Buy; (that, if exercised, would have the Development Agreement, Purchase Agreement, and everything that you would normally do without a

contingency), would be more appropriate. It could be 90 days, or probably six months would be more appropriate. That would give him some time and also some time for the development of the Central Market site.

Commissioner Frank moved to authorize staff to work on an Option to Buy Agreement for the 611 West Main Street property for sale to Link Golz for the development of a hardware store. 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 Renaissance Zone Committee recommendations:* Business Development and Communications Director Huber reviewed the following:

(i) *Rehabilitation by Andra Miller of 106 11th Ave NE:* Huber provided photos of the plans for the rehabilitation of a 1930's home converting into an office space. There are plans to demolish the two smaller detached buildings. Photos were also provided of what the building will look like after remodeling has been completed. Ms. Miller is planning to invest approximately \$119,000 for the rehab of this structure and wants to convert it from use of a single family home to a commercial property for the use as office headquarters for her two businesses. Renaissance Zone requirements for rehab of a structure to qualify for property and state income tax exemptions require at least 50% of a building's value be reinvested back into it, primarily into capital improvements. The majority of this will be in the capital improvement area with new siding, windows, awnings, and trusses over a flat roof, soffit, gutters, electrical, air conditioning, plumbing, insulation, flooring, cabinets, counters, and the requirement of an automatic door. The building value is \$25,200 so the proposed investment exceeds the minimum requirements. The estimated value of the property with improvements is \$144,000 which would be approximately \$2,400 in property tax value for a 5 year total of approximately \$12,000. The estimated state income tax exemption would be on lease income from the structure is \$380 annually and \$1,900 for 5 years. The Renaissance Zone Committee voted to recommend approval of the application for rehab as a Renaissance Zone project with a 5-year 100% property tax exemption and 5-year 100% state income tax exemption. Andra Miller was present to answer any questions.

Commissioner Tibke moved to approve the application for the Rehabilitation by Andra Miller of 106 11th Ave NE as a Renaissance Zone Project for the 5-year 100% property tax exemption and 5-year 100% state income tax exemption. 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.

(ii) *Lease by M3 Home Designs of 106 11th Ave NE:* Business Development and Communications Director Huber explained that this is one of Ms. Miller's businesses that specialize in residential home building and remodeling. Miller would be relocating her existing business from Bismarck to this location and 500 ft. would be leased. She has 1 full time employee and several sub-contractors. The estimated state income tax exemption is \$1,333 annually for a total of \$6,665 over 5 years. The Renaissance Zone

Committee voted to recommend approval of the application for lease of this space as a Renaissance Zone project with the 100% 5-year state income tax exemption.

Commissioner Rohr moved to approve the application for lease by M3 Home Designs of 106 11th Ave NE a building being renovated as a Renaissance Zone Project for the 5-year 100% state income tax exemption. 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.

(iii) Lease by ND Real Estate Brokers of 106 11th Ave NE: Business Development and Communications Director Huber explained that this is another one of Ms. Miller's businesses that is a real estate agency that primarily deals with residential property. This would be relocation of an office from Bismarck to this location and it would lease the remaining 500 ft. of the property. The estimated state income tax exemption is \$1,333 annually for a total of \$6,665 over 5 years. The Renaissance Zone Committee voted to recommend approval of the application for lease of this space as a Renaissance Zone project with the 100% 5-year state income tax exemption.

Commissioner Tibke moved to approve the application for lease by ND Real Estate Brokers of 106 11th Ave NE a building being renovated as a Renaissance Zone Project for the 5-year 100% state income tax exemption. Commissioner Frank 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 Growth Fund Committee recommendations:*

(i) Store front improvement application: Development and Communications Director Huber stated that this application deals with the same structure at 106 11th Ave NE owned by Ms. Miller and this would deal with the exterior improvements to the property which are estimated at \$60,000 and the Storefront Improvement program now allows a match no greater than 50% not to exceed \$30,000 per property. Reimbursement is always contingent upon completion of the project as presented and documentation of the investment through invoices. The project was previewed today by the Architectural Review Committee that gave a general preliminary approval. Items that need to be addressed are the site plan to determine the off street parking location, sidewalks, ADA accessibility and additional landscaping and final signage plan were some of the items for review before a building permit can be issued.

The Building Inspection Department will also have to review the plan. The Mandan Growth Fund Committee recommended approval of the project. Because The property has been non-conforming as a residential property due to not meeting setback requirements, but would be conforming as a commercial property in CB zoning. This helps to address concern that the property could revert back to residential use, thus no clawback provision was recommended. Andra Miller was present to answer questions.

Commissioner Frank commented on the construction plan as well as the use of funds for the type of structure outlined. Development Director Huber stated that if the City Commission is not comfortable with the proposal as presented it can be returned to the Growth Fund Committee for further consideration and dissection of particular items that may need to be carved out in terms of what is or is not eligible for the funds. The recommendation is for a match for up to 50% of eligible expenses not to exceed \$30,000 in forgivable loan. Landscaping is an eligible item; however, off street parking is an additional investment. Huber suggested the application be returned to the Committee for further review or the Commission has the authority to carve out any such items it is not comfortable with approving. Andra Miller came forward to address matters. She stated that in order to depict what her business is about, that it is important for them to show what a residential home is like. Part of the landscaping project includes demolition of the two buildings in the back that are not structurally sound and that would be considered part of the rehabbing of the property and making it more visually suitable.

Commissioner Tibke moved to approve the Store Front Improvement application of Andra Miller at 50% match rate to the actual investment, for up to \$30,000 in matching funds, to be provided as a forgivable loan upon project completion. 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.

(ii) Committee appointments: City Administrator Neubauer presented a recommendation from the Mandan Growth Fund Committee for the appointments of two open positions. He stated that an announcement was published in October 2013 asking parties to express their interest in becoming a member on or before December 6, 2013. He indicated that four letters of interest were received and reviewed by the MGF Committee. The Committee recommended that Jeremy Bauer and Curtis Patzell be appointed for 3-year terms. The terms would run from 1/1/14 to 12/31/16. The terms of Todd Steinwand and Dennis Friesz were up and they chose not to run again. They were extended a thank-you from the City of Mandan for their many years of service.

Commissioner Tibke moved to approve the appointment of Jeremy Bauer and Curtis Patzell to the Mandan Growth Fund Committee who shall be appointed for 3-year terms. The terms will run from 1/1/14 to 12/31/16. 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.

4. *Consider placing for sale City owned property generally known as 211 W Main Street land only.* City Administrator Neubauer presented a request for placing for sale the City owned property at 211 West Main Street (land only) commonly known as Papa Murphy's and the Lisa's Gluten Free store. The land has been under a lease agreement with John Sayler who owns the building located at 211 West Main Street. Mr. Sayler inquired if the City would sell that property to him. Administrator Neubauer pointed out the advantages and disadvantages of selling the City owned property, in particular its

prime parking location and that the City would have to maintain having access to the easement based on the Remediation Trust Project. He stated there was a Remediation Trust meeting recently in which the remediation consultants Leggette, Brashears & Graham, (LBG), provided a map of which areas of remediation where we could consider abandoning some of the wells.

Right now there is consideration of keeping most of them in this particular area active. Not necessarily running all the time, but that the City would have access to them for at least 3 – 5 years. He stated that if the property were to be sold that the City should retain an easement in order to get access to the wells if needed. He mentioned that he had also discussed with Mr. Saylor that if the City were to sell the property it would be opened up to anyone who may be interested in purchasing the property, not just him.

Commissioner Tibke recommended that the City hold off on selling the property until the time comes to shutting down the wells or that portion of the remediation process is deemed to be completed by LBG. Commissioner Rohr stated that he does not see any compelling reason to sell the property at this time. Commissioner Frank concurred with the recommendation to wait until the remediation process has been completed.

Commissioner Frank motioned to continue to lease the referenced property to Mr. John Saylor. 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.

J. RESOLUTIONS AND ORDINANCES:

1. *Second consideration and final passage of Ordinance 1136, an Ordinance for zoning change for Christianson's First Addition.* Commissioner Tibke moved to approve the Second consideration and final passage of Ordinance 1136, an Ordinance for zoning change for Christianson's First Addition. Commissioner Frank 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 the Resolution Directing Advertising for bids for District No. 186 Project 2013-22 (Macedonia Hills 1st Addition).* Commissioner Frank moved to approve the Resolution Directing Advertising for bids for District No. 186 Project 2013-22 (Macedonia Hills 1st Addition). 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.

K. OTHER BUSINESS

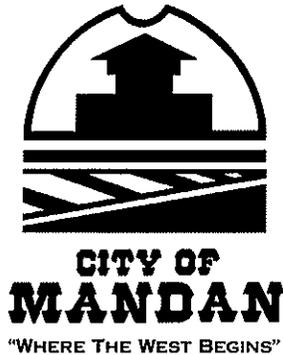
1. Commissioner Braun stated that the feedback he received about the Fireworks Ordinance (allowing Fireworks on New Year's) was all negative. He recommended that this matter be addressed this summer concerning next year's New Year's fireworks.

There being no further actions to come before the Board of City Commissioners, Commissioner Braun moved to adjourn the meeting at 6:35 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 21, 2014
PREPARATION DATE: January 15, 2014
SUBMITTING DEPARTMENT: Finance
DEPARTMENT DIRECTOR: Greg Welch
PRESENTER: Greg Welch
SUBJECT: Pledge of securities reports.

PURPOSE

The City of Mandan is required semiannually to approve pledges of securities reports.

BACKGROUND

Except for the Bank of North Dakota, financial institutions must pledge security for all public deposits at a ratio of \$1.10 for every \$1.00 above the FDIC coverage amount.

ATTACHMENTS

- Pledge of securities report from Wells Fargo Bank
- Pledge of securities report from Starion Financial

FISCAL IMPACT

None

STAFF IMPACT

None

LEGAL REVIEW

In accordance with the provisions of NDCC 21-04.

RECOMMENDATION

To approve the following pledge of securities reports:

- Wells Fargo Bank
- Starion Financial

Board of City Commissioners
Agenda Documentation
Meeting Date: January 21, 2014
Subject: Pledge of securities reports.
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SUGGESTED MOTION

Move to approve the following pledge of securities reports:

- Wells Fargo Bank
- Starion Financial

STAGECOACH SWSEF
WELLS FARGO BANK, N.A.
Confirmation
Repurchase Agreement

CITY OF MANDAN
205 2ND AVE NW
MANDAN ND 58554

ACCOUNT SUMMARY

Date : 12/31/2013
Account :

ACCOUNT DETAIL

Investment : Repurchase Agreement

From Date : 12/31/2013
To Date : 01/02/2014

Rate : .02000000 %
Principal : \$ 6,325,285.17
Interest : \$ 7.03

REPURCHASE AGREEMENT DETAIL

Collateralized By : \$ 41,971.62
FN-30 : AP3822
% Due : 3.00 %
Maturity Date : 09/01/2042

CUSIP : 3138M7G82
Sequence : 123113
Price : 95.034983
Accrued Interest : \$ 104.93

REPURCHASE AGREEMENT DETAIL

Collateralized By : \$ 7,260,138.65
FN-30 : AP3821
% Due : 3.00 %
Maturity Date : 09/01/2042

CUSIP : 3138M7G74
Sequence : 123113
Price : 95.034983
Accrued Interest : \$ 18,150.35

INVESTMENTS NOT FDIC INSURED



BNY MELLON

Broker/Dealer Services
One Wall Street, Fourth Floor
New York, NY 10286

Date: 12/31/13

000124 XBGSC501
ATTN: GREG WELCH, FINANCE DIRECTOR
CITY OF MANDAN
205 2ND AVE NW
MANDAN, ND 58554

Account Id: Tax Id Number:

This advice is supplied as part of the Tri-Party Collateral agreement among the Customer, Wells Fargo Bank, N.A. and The Bank of New York Mellon. Any questions should be directed to Vinnette Frater, Senior Associate, BDS/Tri-Party Services, (973)569-2411.

As agent we confirm the following collateralized deposit information received from Wells Fargo Bank, N.A. as of close of business the last business day of the month.

Date: 12/31/13

The collateral segregated on your behalf on 12/31/13 is as follows:

CUSIP	DESCRIPTION	QUANTITY	MARKET VALUE
3132JPGT3	FMAC FGPC 4.000% 09/01/43	5,000.00	5,087.61
3138ATVX5	FNMA FNMS 3.000% 12/01/26	360,000.00	155,046.32
3138W2LV5	FNMA FNMS 3.000% 01/01/43	80,000.00	73,448.41
3138WTRR9	FNMS 03.000 CL 3.000% 06/01/43	65,000.00	61,087.52
3138X0ZA9	FNMS 03.500 CL 3.500% 07/01/43	70,000.00	68,580.00
TOTAL MKT VALUE			363,249.86

Starion FINANCIAL

109 1st St. NW Mandan, ND 58554
701-663-6434 • 701-667-1619 (fax)

FAX

To:	Greg Welch	From:	Janice Richter
Company:	City of Mandan	Pages:	5
Fax #:	701-667-3223	Date:	12/31/2013
RE:	Pledge Report		

• The following is the pledge report for the month of December 2013. *This report lists all securities currently pledged for your deposit account(s).*

The pledges are reviewed and approved on a monthly basis by the Starion Financial Asset/Liability Management Committee and presented to the Board of Directors.

** If there is an increase in the balance of your account(s) prior to the month end check, please contact us, so that we may increase the amount of pledging if necessary.

If you have any questions, please feel free to contact me at 667-1620.

Thank you.

IMPORTANT: This message intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential, and exempt from disclosure under applicable law. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copying of this communication is strictly prohibited. If you receive this communication in error, please notify us immediately by telephone and return the original message to us at the above address via the United States Postal Service. Thank you.

Pledges By Pledgee And Maturity



Pledged To: City of Mandan

Starion Financial - Mandan, ND

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As Of 12/31/2013

Receipt# Safekeeping Location	CUSIP	ASC 320	Description Maturity Prerefund	Pool/Type Coupon	Moody S&P	Original Face Pledged Percent	Pledged			
							Original Face	Par	Book Value	Market Value
WELL: Wells Fargo	97072NAJ7	AFS	WILLISTON ND SALES TAX I 05/01/15	3.00	A3 N/A	155,000.00 100.00%	155,000.00	155,000.00	165,500.37	159,924.35
WELL: Wells Fargo	091933CY5	AFS	BISMARCK ND PK DIST 05/01/16	2.90	N/A N/A	195,000.00 100.00%	195,000.00	195,000.00	195,000.00	199,089.15
WELL: Wells Fargo	596782RJ3	AFS	MIDDLETON WIS 09/01/17	3.00	Aa1 N/A	250,000.00 100.00%	250,000.00	250,000.00	257,627.20	267,865.00
WELL: Wells Fargo	924478BS8	AFS	VERNON COUNTY WIS-NAT 04/01/18	4.20	A1 N/A	250,000.00 100.00%	250,000.00	250,000.00	253,963.12	262,737.50
WELL: Wells Fargo	31377PLA0	AFS	MBS FNMA-382921 12/01/18	382921 7.24		1,421,500.00 100.00%	1,421,500.00	1,171,392.36	1,223,695.94	1,393,334.41
WELL: Wells Fargo	611424KD3	AFS	MONROE WIS SCH DIST 04/01/19	3.50	N/A A+	395,000.00 100.00%	395,000.00	395,000.00	401,626.79	427,911.40
WELL: Wells Fargo	31381U4F1	AFS	MBS FNMA >7 Yr Balloon 07/01/19	471622 1.86		993,673.00 100.00%	993,673.00	967,104.24	987,717.97	957,369.94
WELL: Wells Fargo	689146LJ5	AFS	OTSEGO MINN-AGM INSD 12/01/19	2.60	A2 AA-	250,000.00 100.00%	250,000.00	250,000.00	250,794.75	261,460.00
WELL: Wells Fargo	3138L3AC9	AFS	MBS FNMA >7 Yr Balloon 03/01/20	AM2702 1.94		1,500,000.00 100.00%	1,500,000.00	1,479,316.83	1,516,975.41	1,444,435.01
WELL: Wells Fargo	31417YQM2	AFS	MBS FNMA 10-YR 07/01/20	MA0459 4.00		1,000,000.00 100.00%	1,000,000.00	303,921.33	315,434.80	323,245.99
WELL: Wells Fargo	952753DG3	AFS	WEST FARGO ND WTR & SV 11/01/20	5.40	A1 N/A	235,000.00 100.00%	235,000.00	235,000.00	235,000.00	255,047.85
WELL: Wells Fargo	385443K54	AFS	GRAND FORKS ND 12/01/21	2.80	Aa2 N/A	165,000.00 100.00%	165,000.00	165,000.00	164,379.08	172,218.75
WELL: Wells Fargo	144537NV5	AFS	CARRINGTON ND 05/01/22	4.05	N/A N/A	160,000.00 100.00%	160,000.00	160,000.00	160,000.00	163,008.00

Although the information in this report has been obtained from sources believed to be reliable, its accuracy cannot be guaranteed.

Pledges By Pledgee And Maturity



Pledged To: City of Mandan

Starion Financial - Mandan, ND

As Of 12/31/2013

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Receipt# Safekeeping Location	CUSIP	ASC 320	Description Maturity	Prerefund	Pool/Type Coupon	Moody S&P	Original Face Pledged Percent	Pledged			
								Original Face	Par	Book Value	Market Value
WELL: Wells Fargo	917219KN6	AFS	URBANDALE IA CMNTY SCH		2.25	Aa3 N/A	400,000.00 100.00%	400,000.00	400,000.00	400,000.00	400,360.00
WELL: Wells Fargo	672132AG2	AFS	OAKES ND SALES TAX		4.30	N/A N/A	400,000.00 100.00%	400,000.00	400,000.00	400,000.00	403,424.00
WELL: Wells Fargo	604129LG9	AFS	MINNESOTA ST		5.00	Aa1 AA+	500,000.00 100.00%	500,000.00	500,000.00	581,782.03	580,825.00
WELL: Wells Fargo	307489LR3	AFS	FARGO ND PK DIST		4.00	Aa1 N/A	230,000.00 100.00%	230,000.00	230,000.00	234,906.35	233,045.20
WELL: Wells Fargo	578660EW8	AFS	MAYVILLE ND		2.30	N/A N/A	250,000.00 100.00%	250,000.00	250,000.00	250,000.00	230,495.00
WELL: Wells Fargo	672121FS4	AFS	OAKES ND		3.00	N/A N/A	275,000.00 100.00%	275,000.00	275,000.00	275,000.00	274,494.00
WELL: Wells Fargo	565480EZ9	AFS	MAPLETON ND		2.50	N/A N/A	385,000.00 100.00%	385,000.00	385,000.00	385,000.00	337,879.85
WELL: Wells Fargo	265867AN1	AFS	DUNSEITH ND PUBLIC SCH		1.50	Aa3 N/A	230,000.00 100.00%	230,000.00	230,000.00	230,000.00	200,976.30
WELL: Wells Fargo	31419GSJ4	AFS	MBS FNMA 15-Yr		AE5920 3.50		1,725,000.00 100.00%	1,725,000.00	848,461.73	890,916.73	892,571.24
WELL: Wells Fargo	745763HZ8	AFS	PULASKI WI CMNTY SCH DI		3.00	Aa3 N/A	370,000.00 100.00%	370,000.00	370,000.00	366,262.90	362,744.30
WELL: Wells Fargo	3138ASS78	AFS	MBS FNMA 15-Yr		AJ1441 3.50	N/A N/A	1,000,000.00 100.00%	1,000,000.00	491,530.61	508,103.10	514,922.55
WELL: Wells Fargo	3138ASS94	AFS	MBS FNMA 15-Yr		AJ1443 4.00		1,075,000.00 100.00%	1,075,000.00	776,624.63	840,701.84	836,711.04
WELL: Wells Fargo	3138E0KF5	AFS	MBS FNMA 15-Yr		AJ7493 3.00		1,000,000.00 100.00%	1,000,000.00	661,295.13	688,066.04	676,781.31

Although the information in this report has been obtained from sources believed to be reliable, its accuracy cannot be guaranteed.

Pledges By Pledgee And Maturity



Pledged To: City of Mandan

Starion Financial - Mandan, ND

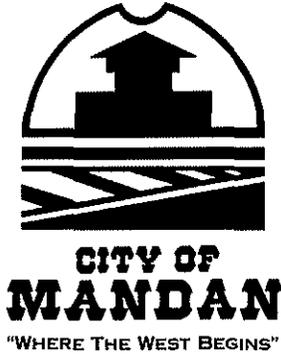
Page 15 of 51

As Of 12/31/2013

Receipt#	CUSIP	ASC 320	Description	Pool/Type	Moody	Original Face	Pledged			
							Original Face	Par	Book Value	Market Value
Safekeeping Location			Maturity Prerfund	Coupon	S&P	Pledged Percent				
WELL: Wells Fargo	31417AM30	AFS	MBS FNMA 15-Yr 12/01/26	AB3977 4.00		1,500,000.00 100.00%	1,500,000.00	944,176.11	1,006,013.44	1,020,421.33
WELL: Wells Fargo	3138E7TW4	AFS	MBS FNMA 15-Yr 02/01/27	AK3264 3.00		1,000,000.00 100.00%	1,000,000.00	681,367.75	706,135.96	695,867.26
WELL: Wells Fargo	3128P7QP1	AFS	MBS FHLMC 20-Yr 03/01/31	C91362 4.50		1,170,000.00 100.00%	1,170,000.00	648,767.67	699,077.65	698,820.10
WELL: Wells Fargo	36225EZC9	AFS	MBS GNMA II 1-Yr Tsy ARM 05/20/40	082538 3.50	N/A N/A	1,300,000.00 100.00%	1,300,000.00	621,916.33	662,605.61	649,844.45
WELL: Wells Fargo	3137AMNN3	AFS	FHR 4012 JK 12/15/40	EXCH 3.50		1,000,000.00 100.00%	1,000,000.00	781,753.61	819,598.42	815,649.94
31 Securities Pledged To: 170 - City of Mandan							20,780,173.00	15,472,628.33	16,061,885.50	16,113,480.22

Although the information in this report has been obtained from sources believed to be reliable, its accuracy cannot be guaranteed.
12/27/2013 9:59 AM - JHK/BSM

DEC/31/2013/TUE 10:09 AM STARION-OPS-ADMIN FAX No. 7016671619 P. 005/005



Board of City Commissioners Agenda Documentation

MEETING DATE: January 21, 2014
PREPARATION DATE: January 15, 2014
SUBMITTING DEPARTMENT: Finance
DEPARTMENT DIRECTOR: Greg Welch
PRESENTER: Greg Welch
SUBJECT: Designation of depositories for the City's public funds.

PURPOSE

The City of Mandan is required in January of each even-number year to designate depositories and receive proposals for deposit of public funds.

BACKGROUND

The City has the option to include additional depositories contingent upon prior approval by the Board of City Commissioners.

ATTACHMENTS

Proposals:

- Wells Fargo Bank
- Starion Financial

FISCAL IMPACT

None

STAFF IMPACT

None

LEGAL REVIEW

In accordance with the provisions of NDCC 21-04.

RECOMMENDATION

To designate the following as depositories for the City's public funds:

- Wells Fargo Bank
- Starion Financial

SUGGESTED MOTION

Move to approve the following as depositories for the City's public funds:

- Wells Fargo Bank
- Starion Financial



400 East Broadway Avenue
Post Office Box 5502
Bismarck, ND 58506-5502
701 222-5100

Wells Fargo Bank North Dakota, N.A.

January 6, 2014

Mr. Greg Welch
City of Mandan
205 2nd Avenue N.W.
Mandan, ND 58554

RE: City of Mandan Depository Account

Dear Greg:

Thank you for the opportunity to submit a proposal in regards to the designation of depositories for public funds. Wells Fargo Bank, N.A., is fully capable of meeting the depository needs for the City of Mandan.

We have numerous depository products ranging from checking accounts, savings accounts, and certificates of deposit. In addition, we have a wide array of Treasury Management products to assist you in the managing of funds, along with being able to pledge for additional deposits. We also have various Wells Fargo affiliations that can assist you with your investment and financing needs.

In addition, I am enclosing the 2012 annual report of Wells Fargo and Company for your review, and will send 2013 year-end information when it becomes available.

If I can be of further assistance or if you have any questions regarding the information above, please contact me at 222-5136. Thank you for your time.

Sincerely,

A handwritten signature in black ink that reads "Todd Steinwand".

Todd Steinwand
Business Banking Manager

TS/gs

Enclosures

January 6, 2014

Greg Welch
Finance Director
City of Mandan
205 2nd Ave NW
Mandan 58554

Dear Mr. Welch:

I want to thank the City of Mandan for their past year's business and the opportunity to serve as a depository for the city's public funds.

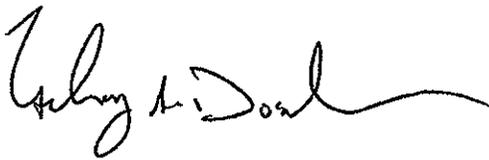
Our banking services include but are not limited to checking, savings, certificates of deposits, ACH, cash management, direct payroll deposits, E deposits, and wire transfers. Deposit rates can be fixed or variable with the variable rates tied to in-house or Treasury Bill indexed rates.

Starion Financial has the capacity to pledge appropriate assets towards the city's public deposits. We are also affiliated with Prime Vest to handle your investment needs. Starion Financial, through our insurance agency is capable of handling the City of Mandan's insurance needs.

Enclosed is a 2013 year-end call report. If you should have any questions or desire further information, please feel free to call.

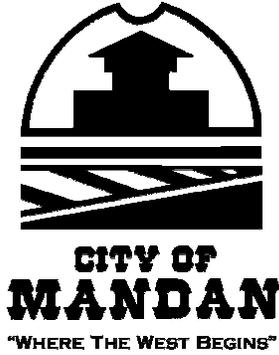
Sincerely,

STARION FINANCIAL – MANDAN

A handwritten signature in black ink, appearing to read "Zachary Dosch", with a long, sweeping underline.

Zachary Dosch
Business Banking Officer

Enclosure



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 21, 2014
PREPARATION DATE: January 17, 2014
SUBMITTING DEPARTMENT: Planning and Engineering
DEPARTMENT DIRECTOR: Justin Froseth
PRESENTER: Justin Froseth
SUBJECT: Safe Routes to School Decision Document

STATEMENT/PURPOSE: To consider approval of the Safe Routes to School project Decision Document.

BACKGROUND/ALTERNATIVES: With the construction of a new elementary school in northwest Mandan, projected to open in the fall of 2014, there are concerns with youngsters crossing Old Red Trail. To address this, an application was submitted to the NDDOT's Safe Routes to School grant program. The project was successful in obtaining funding and this Decision Document has been created as part of the planning process. The city is a sponsoring agent for this project and must approve of project related decisions and documents, but is not responsible for any project funding. The local share of this project is to be funded by Mandan Public Schools. A copy of the 68 page Decision Document is available upon request.

ATTACHMENTS: 1) Project Location Map

FISCAL IMPACT: Mandan Public Schools will be funding any portion of the project not covered by the SRTS grant.

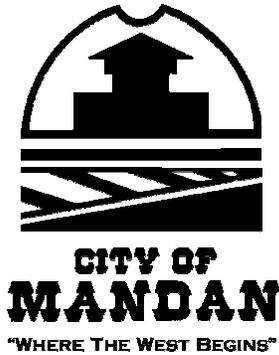
STAFF IMPACT: Minimal

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

RECOMMENDATION: I recommend the City of Mandan approve the decision document.

SUGGESTED MOTION: I move that the City of Mandan approve the Decision Document.





Board of City Commissioners

Agenda Documentation

MEETING DATE: January 21, 2014
PREPARATION DATE: January 17, 2014
SUBMITTING DEPARTMENT: Planning and Engineering
DEPARTMENT DIRECTOR: Justin Froseth
PRESENTER: Justin Froseth
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 in 2013, 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 60 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, 2015.

ATTACHMENTS: n/a

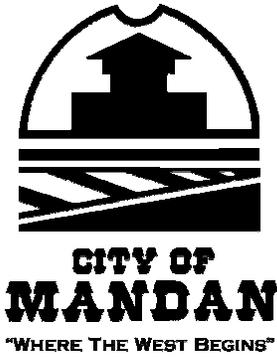
FISCAL IMPACT: n/a

STAFF IMPACT: n/a

LEGAL REVIEW:

RECOMMENDATION: I recommend that Ms. Kim Fettig be allowed to carryover an additional 60 hours of annual leave for a one year period.

SUGGESTED MOTION: I move that Ms. Kim Fettig be allowed to carryover an additional 60 hours of annual leave for a one year period.



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 21, 2014
PREPARATION DATE: January 15, 2014
SUBMITTING DEPARTMENT: Engineering & Planning
DEPARTMENT DIRECTOR: Justin Froseth
PRESENTER: Kim Fettig, Project Manager
SUBJECT: Consider the approval of plans and specifications, Engineers Report, and authorize the call for bids for the 2014 Municipal Sidewalk Improvement Project 2014-11.

STATEMENT/PURPOSE: To move forward with the project to repair sidewalks, driveways, and other concrete items throughout the City.

BACKGROUND/ALTERNATIVES: This is an annual sidewalk construction project that is for the removal and replacing of existing sidewalks or aprons in need of repair. The participants in this project do so at request of themselves to have work done by the low bidder of this project and have that work assessed to their property. Work includes any concrete item within the public right-of-way that needs to be done. The City utilizes this contract also for various repairs.

ATTACHMENTS:

1. Engineer's Estimate
2. Resolution Approving Plans and Specifications
3. Resolution Approving Engineer's Report
4. Resolution Directing Advertisement for Bids

FISCAL IMPACT: Minimal, all work under this project is requested and special assessed to the benefitting property.

STAFF IMPACT: The Engineering staff will be performing the construction administration for this project.

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

RECOMMENDATION: This office supports moving forward with the said project.

Board of City Commissioners

Agenda Documentation

Meeting Date: January 21, 2014

Subject: Consider the approval of Plans and Specifications, Engineers Report and authorize the call for bids for the 2014 Municipal Sidewalk Improvement Project 2014-11

Page 2 of 9

SUGGESTED MOTION: I move to approve the plans and specifications, approve the engineer's report and authorize the call for bids for the 2014 Municipal Sidewalk Improvement Project 2014-11.

Board of City Commissioners

Agenda Documentation

Meeting Date: January 21, 2014

Subject: Consider the approval of Plans and Specifications, Engineers Report and authorize the call for bids for the 2014 Municipal Sidewalk Improvement Project 2014-11

Page 3 of 9

ENGINEER'S ESTIMATE

MUNICIPAL SIDEWALK IMPROVEMENT

JANUARY, 2014
PROJECT NO. 2014-11

TO THE HONORABLE PRESIDENT AND MEMBERS OF THE BOARD OF CITY COMMISSIONERS
CITY OF MANDAN, MANDAN, NORTH DAKOTA

GENTLEMEN:

I HEREWITH SUBMIT AN ESTIMATE OF THE PROBABLE COST OF THE CONSTRUCTION OF
MUNICIPAL SIDEWALK PROJECT NO. 2014-11 IN THE CITY OF MANDAN, N.D.

BID NO.	ITEM NO.	ITEM	APPROX QUANTITY		UNIT PRICE	AMOUNT
1	601	4" CONCRETE SIDEWALK	1,600	SF	\$5.00	\$8,000.00
2	601	6" CONCRETE SIDEWALK	600	SF	\$5.50	\$3,300.00
3	602	6" CONCRETE DRIVEWAY	1,200	SF	\$6.00	\$7,200.00
4	603	6" CURB AND GUTTER	150	LF	\$18.00	\$2,700.00
5	601	4" HANDICAP CURB RAMPS	40	SF	\$12.00	\$480.00
6	601	4" CONCRETE STEPS	10	SF	\$25.00	\$250.00
7	601	3/4" FELT EXPANSION MATERIAL	300	LF	\$1.00	\$300.00
8	202	UNCLASSIFIED EXCAVATION	120	CY	\$15.00	\$1,800.00
9	1504	CONCRETE REMOVAL	3,800	SF	\$3.00	\$11,400.00
10	1503	SAW CUTTING	150	LF	\$10.00	\$1,500.00
11	1505	ADJUST WATER CURB STOP	2	EA	\$45.00	\$90.00
12	1506	ADJUST WATER VALVE BOX	2	EA	\$45.00	\$90.00
13	1507	BLACK DIRT AND SEED	10	SY	\$12.00	\$120.00
14	1203	SOD	5	SY	\$15.00	\$75.00
15	201	TREE ROOT REMOVAL (2" TO 6")	2	EA	\$50.00	\$100.00
16	201	TREE ROOT REMOVAL (OVER 6" TO	2	EA	\$75.00	\$150.00
17	201	TREE ROOT REMOVAL (OVER 12")	2	EA	\$100.00	\$200.00
18	501	COLD WEATHER PROTECTION- CURB & GUTTER	30	LF	\$0.50	\$15.00
19	501	COLD WEATHER PROTECTION- CONCRETE PAVEMENT	300	SF	\$0.50	\$150.00
TOTAL PROJECT COST						\$37,920.00

Board of City Commissioners

Agenda Documentation

Meeting Date: January 21, 2014

Subject: Consider the approval of Plans and Specifications, Engineers Report and authorize the call for bids for the 2014 Municipal Sidewalk Improvement Project 2014-11

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**RESOLUTION APPROVING PLANS AND SPECIFICATIONS
FOR MUNICIPAL SIDEWALK IMPROVEMENTS
PROJECT # 2014-11**

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

Pursuant to the requirement of section 40-22-11 of the North Dakota Century Code, the Plans and Specifications for the improvement project in Project # 2014-11 of said City be and the same are hereby approved, ratified and confirmed as the plans and specifications in accordance with which said improvement project will be constructed, except as modified by this Board in accordance with law, and the City Administrator shall file the same in his office, open for public inspection.

Dated this 21 day of January, 2014.

President, Board of City Commissioners

ATTEST:

City Administrator

**RESOLUTION APPROVING ENGINEER'S REPORT AND
AUTHORIZING PREPARATION OF THE DETAILED PLANS
AND SPECIFICATIONS FOR THE CONSTRUCTION OF THE
IMPROVEMENT IN MUNICIPAL SIDEWALK IMPROVEMENTS PROJECT
2014-11**

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

1. That the report of the City Engineer with respect to the general nature, purpose, and feasibility of the proposed improvement and the estimate of the probable cost of the work to be done in Municipal Sidewalk Improvement Project 2014-11, as required by section 40-22-10 of the North Dakota Century Code, and hereto filed in the office of the City Administrator, is hereby accepted and approved and the proposed improvement project within said District is hereby determined and declared to be feasible.

2. The probable costs of the of the improvement project are estimated to be as follows:

a.	Construction costs:	\$37,920.00
b.	Other costs including necessary and reasonable change orders; engineering, fiscal agents' and attorneys' fees; cost of publication of legal notices; printing of warrant bonds; and all expenses incurred in the making of the improvement and levy of assessments therefor:	\$3,792
c.	Total estimated costs of the improvement:	\$41,712.00

3. The Engineer is hereby authorized and directed to prepare detailed plans and specifications for the project to be constructed.

Board of City Commissioners

Agenda Documentation

Meeting Date: January 21, 2014

Subject: Consider the approval of Plans and Specifications, Engineers Report and authorize the call for bids for the 2014 Municipal Sidewalk Improvement Project 2014-11

Page 6 of 9

4. This resolution shall be in full force and effect from and after its passage.

Dated this 21th day of January, 2014.

President, Board of City Commissioners

ATTEST:

City Administrator

Board of City Commissioners

Agenda Documentation

Meeting Date: January 21, 2014

Subject: Consider the approval of Plans and Specifications, Engineers Report and authorize the call for bids for the 2014 Municipal Sidewalk Improvement Project 2014-11

Page 7 of 9

**RESOLUTION DIRECTING ADVERTISEMENT FOR BIDS
FOR MUNICIPAL SIDEWALK IMPROVEMENT PROJECT 2014-11**

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

1. The City Administrator, Deputy Auditor and City Engineer shall meet at the time and place specified in the notice authorized in paragraph 2 hereof, for the purpose of opening sealed bids for the work and material needed for the improvement project to be made in Municipal Sidewalk Improvement Project 2014-11 of the City of Mandan, as more fully described and referred to in the plans and specifications for said improvement now on file in the office of the City Engineer.

2. The City Administrator is authorized and directed to cause notice of advertisement for bids to be published once each week for two consecutive weeks in the Mandan News, the official newspaper, the first of such publications to be at least twenty-one days before the date specified for receipt of bids, which notice shall be in the following form:

**“ADVERTISEMENT FOR BIDS FOR
2014 MUNICIPAL SIDEWALK IMPROVEMENT PROJECT #2014-11
MANDAN, NORTH DAKOTA**

Notice is hereby given, that the City of Mandan, North Dakota, will receive sealed bids at the Office of the City Engineer, City Hall, until February 21, 2014, at 10:00 a.m., local time, for the purpose of the construction and repair of sidewalks, curb and gutters, and all other work related to the 2014 Municipal Sidewalk Improvement Project 2014-11. The work consists of all labor, skill and materials required to properly construct the improvement.

Plans and Specifications are on file in the office of the City Engineer. Plans may be obtained at the office of the City Engineer, 205 2nd Avenue Northwest, Mandan, North Dakota 58554, upon a non-refundable deposit of \$25.00 per set. An additional \$15.00 postage and handling fee if plans are mailed out.

The Contractor shall include a copy of his license or certificate or renewal thereof enclosed in the required bid bond envelope as required pursuant to Section 43-07-12 of the North Dakota Century Code, as amended. Unless a bidder obtains a contractor's license for the full amount of its bid within twenty days after it is determined the bidder is the lowest and best bidder, the bid must be rejected and the contract awarded to the next lowest, best, and licensed bidder.

Board of City Commissioners

Agenda Documentation

Meeting Date: January 21, 2014

Subject: Consider the approval of Plans and Specifications, Engineers Report and authorize the call for bids for the 2014 Municipal Sidewalk Improvement Project 2014-11

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Each bid shall be accompanied by a separate envelope containing a bidder's bond in the amount of five (5) percent of the amount of the bids as required by Section 48-01.1-05 (3), North Dakota Century Code, as amended, and executed as provided by law. The bid bond shall be conditioned that if the principal's bid is accepted and the contract awarded to the principal, the principal, within ten days after notice of award shall execute a contract in accordance with the terms of the bid and a contractor's bond as required by law and the regulations and determinations of the city's governing body.

Bids shall be made on the basis of cash payment for the work to be done. All work under this advertisement shall be started on a date to be specified in a written order from the Board of City Commissioners, or no later than ten (10) days after written notice to proceed has been received from the city.

All work shall be completed no later than December 31, 2014. If the contractor fails to complete all the work within this time, or such additional time as has been granted for excusable delays, there shall be deducted from any money due the contractor the sum of One Hundred Dollars for each calendar day the completion of the work is delayed. Such deducted amounts shall be charged as liquidated damages and not as a penalty.

The bid proposals shall be sealed and endorsed "Proposal for the 2014 Municipal Sidewalk Improvement Project #2014-11". Bids shall be delivered or mailed to: City Engineer, 205 2nd Avenue NW, Mandan, ND 58554. Bids will be opened and read aloud in the City Commission Meeting Room at 10:00 a.m., local time, on February 21, 2014. All bidders are invited to be present at the public opening of the bids. No bid may be read or considered if it does not fully comply with the requirements of NDCC '48-01.1-05 and any deficient bid submitted must be resealed and returned to the bidder immediately.

The Board of City Commissioners of the City of Mandan, North Dakota, will meet at the City Hall in said city on Tuesday, March 4, 2014 at 5:30 p.m., local time, to review the bids submitted, consider the engineer's recommendation, and to award the contract to the successful bidder, subject to the Board finding filed protests are insufficient to bar the work. The contract will be awarded on the basis of the low bid submitted by a responsible and responsive bidder deemed most favorable to the City's interest.

The Board of City Commissioners reserves the right to hold all bids for a period of thirty (30) days after the date fixed for the opening thereof, and to reject any or all bids and to waive irregularities whenever it is in the best interest of the City of Mandan.

Dated this 21st day of January 2014.

City of Mandan, North Dakota

BY: James Neubauer
City Administrator

Publication Dates: January 31 & February 7, 2014"

Board of City Commissioners

Agenda Documentation

Meeting Date: January 21, 2014

Subject: Consider the approval of Plans and Specifications, Engineers Report and authorize the call for bids for the 2014 Municipal Sidewalk Improvement Project 2014-11

Page 9 of 9

3. Each and all of the terms and provisions of the foregoing notice are hereby adopted as the terms and conditions for the award of said contract.

4. The Board of City Commissioners shall meet on Tuesday, March 4, 2014 at 5:30 pm, local time, to review the bids submitted, consider the engineer's recommendation, and to award the contract to the successful bidder.

President, Board of City Commissioners

ATTEST:

City Administrator

Passed: January 21, 2014

Corporation Liquor License Application

1. Type of License:

Liquor On-Sale _____ Off-Sale _____ Class: A B C D D1 E F W B M P D Y
(Circle One)

Beer On-Sale _____ Off-Sale X Class: A B C D D1 E F W B M P D Y

2. Duration of License: Annual: (July 1, _____ to June 30, _____)
Part of Year from: Jan 1st, 2014 To Jun 30th, 2014 \$ 300.00
Feb 1st

3. Name of Business Establishment at which license will be used: Tri-Energy Memorial

4. Corporate Identification Information: Please complete all of the following:

- a. Name of Corporation: TRI-ENERGY CO-OPERATIVE
- b. Date of Incorporation: 1989
- c. State of Incorporation: NV DUK
- d. Amount of Authorized Capital Stock: N/A
- e. Amount of Paid Capital: N/A
- f. If, subsidiary, Name of Parent Corporation: _____
- g. Purpose of Incorporation: _____

5. Description of Licensed Premises: Address: 4426 Memorial Hwy Manchester

Legal Description: (Lot & Block): LOT 1 BLOCK 1 SYLOESTERS THIRD ADDITION
(Also Submit on an attached page a Diagram of the physical layout of the licenses premises including, A minimum: doors, storage areas, & areas where liquor/beer is purchased and consumed.)

6. List Names, Current Addresses, and Dates of Birth, ages & citizenship of all the Officers, Directors, Managers, Agents, and all Persons Holding 1% or more of the Capital Stock in the Corporation. (Note: Separate Notarized List of each individual's Name, Social Security Number and Addresses for last 5 years is required, the Privacy of which will be maintained by City but is required for Background Check:

7. List Names, Current Addresses, Dates of Birth, ages & citizenship of All Persons Who will have charge, management or control of the establishment for which the license is requested. (Note: Separate Notarized List of each individual's Name, Social Security Number and Addresses for last 5 years is Required, the Privacy of which will be maintained by City but is required for Background Check:

8. Name of Individual who is to be in Charge of the Day-to-Day Operations and management of the licensed premises: and will be responsible for complying with the municipal ordinances and state laws covering the operation of the premises:

Name: Gerald Parson Address: _____

City: Bismarck State: ND Age: _____ DOB: _____ Citizenship: US

If naturalized, give date and Place of Naturalization: N/A

List all Other Places of Residence within last 5 Years: N/A

9. List the occupations and employers of each of the individuals listed in answer to questions 6, 7 and 8 during the last 5 years. (Use a separate page to answer this question). New location

10. Ownership/Lease: If licensed premises is owned by Applicant, provide date of purchase. See ATTACHED (If licensed premises is leased, attach copy of executed and dated Lease.)

11. Does Applicant certify that all property taxes have been paid to date on the licenses premises?
Yes No _____

12. Have any of the individuals identified in answer to Questions 6, 7, and 8 ever engaged in the sale or distribution of alcoholic beverages (as an owner, manager, or employee) at a location other than in the City of Mandan at any time prior to this application. Yes: _____ No: (If yes, explain in detail on a separate page location, type of business and dates of license or employment).

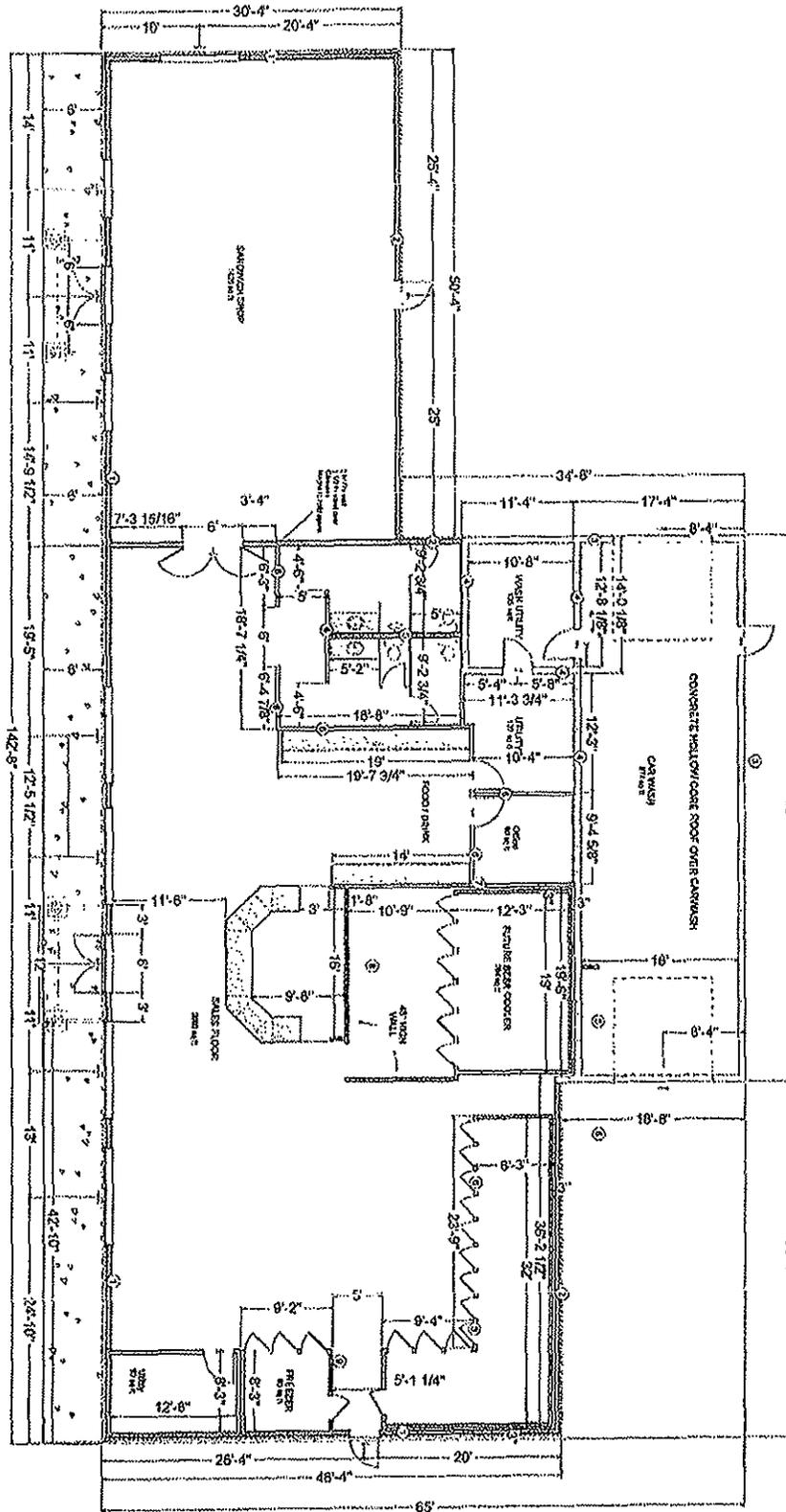
13. Have any of the individuals identified in answer to Questions 6, 7 and 8 ever had a license of any kind (including alcoholic beverage license, other business licenses or motor vehicle license) suspended, revoked or non-renewed by any political subdivision, state or federal agency. Yes: _____ No: (If yes, explain in detail on a separate page)

14. Have any of the individuals identified in answer to Questions 6, 7 and 8 ever been convicted of a violation of any law of the United States, or of any state or political subdivision, other than minor traffic violations, (but including reckless driving or driving under the influence). Yes _____ No: (If yes, explain the violation in detail on a separate page.)

15. Do any of the individuals named in answer to questions 5, 6 or 7 have any interest whatsoever in any other liquor establishment, either at wholesale or retail, within or without the state of North Dakota. (The interest which must disclose also includes a right of inheritance by law or by will). Yes _____ No: If, yes please explain in detail on a separate page.

16. Does anyone other than the Corporation applying for this alcoholic beverage license or the business owning the premises have any right, estate, or interest in the lease hold, building, or furniture, fixtures or equipment, in the premises for which the license is requested. Yes _____ No: _____ (If yes, explain in detail on a separate page). Property leased

17. Does the Corporation applying for this alcoholic beverage license have any agreement, contract, understanding or intention to have any agreement, contract or understanding, with any person, partnership, or corporation to obtain for any other person, partnership or corporation, or to transfer to any other person, partnership or corporation the license for which this applications is made or to obtain for any other person, partnership or corporation, for any other purpose other than for the specified use of the applicant. Yes _____ No: (If yes, explain in detail on a separate page).



3/16 = 1'

**CITY OF MANDAN
SUNDAY ALCOHOLIC BEVERAGE PERMIT
(OFF-SALE)**

Date of Application: 1-14-2014

Name of Licensee: Tri Energy Co-operation

Address of Licensee: 4426 Memorial Hwy

I the applicant will abide to the following conditions:

a. The applicant shall furnish written acknowledgment of its application to have the state tax department impose the city lodging and restaurant tax upon the gross receipts from permittee's "off-sale" sales of alcoholic beverages and that thereafter the permittee must supply copies of the most recent six month's filings of the city lodging and restaurant taxes and shall allow the city to verify with the state tax department that said tax payments have been and continue to be made throughout the term of the license;

b. The applicant as a condition to the issuance of such permit consents and agrees that any City police officer may enter upon and inspect the licensed premises or any part thereof at any time for the purpose of determining compliance with the conditions of the permit;

c. The permit issued under this section may not expand the scope of the class of alcohol license held by the applicant;

d. The permittee shall comply with all other applicable ordinances and laws relating to the use and sale of alcoholic beverages in the City.

Kenneth
Received by:

Cy 27
Signature of Applicant

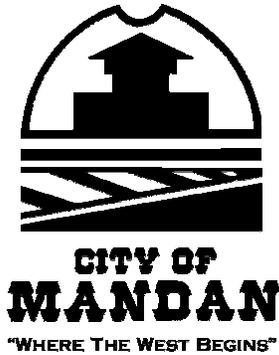
Date Received: 1-14-14

Commission Approval: _____

Auditor Approval: _____

Copy to be filed with Mandan Police Department

Feb. 9 to July 29, 2014



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 21, 2014
PREPARATION DATE: January 14, 2014
SUBMITTING DEPARTMENT: Wastewater Treatment Plant
DEPARTMENT DIRECTOR: Justin Froseth, Planning and Engineering Director
PRESENTER: Justin Froseth, Planning and Engineering Director
SUBJECT: Advertisement for sale of floating dredge

STATEMENT/PURPOSE: To consider authorizing the advertisement for sale of floating dredge.

BACKGROUND/ALTERNATIVES: The Mandan Wastewater Treatment has a floating dredge that has not been utilized since the implementation of our Biosolids liquid land application program that began in the fall of 2009.

We have contacted the Mandan Water Treatment plant and the dredge is of no use to them, and thus, we would like to advertise the dredge for public bid.

It is planned to use the funds received from the sale of the dredge and the trade in value of the two utility tractors that the plant currently has on purchase of an updated utility tractor for plant operations. Budget amendment tentatively planned for a future meeting for purchase of the updated utility tractor.

ATTACHMENTS:

- "Notice of Bids" Advertisement

FISCAL IMPACT: Unknown

STAFF IMPACT: Minimal

LEGAL REVIEW: N/A

RECOMMENDATION: I recommend we advertise for sale the floating dredge.

SUGGESTED MOTION: I move to approve the advertisement for sale of the floating dredge.

Notice of Bids

The City of Mandan will receive sealed bids for “LWT Floating Dredge”

The City of Mandan will receive all bids in the City Engineer’s Office located at 205 2nd Ave NW, Mandan ND 58554, until 4:00 p.m. on February 19, 2014. At that time the bids will be publicly opened and read.

All bids shall be sealed and marked “LWT Dredge Bid”.

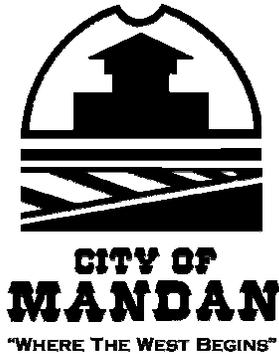
The LWT Floating Dredge can be seen at the Mandan Wastewater Treatment Plant at 3501 40th Ave SE, Mandan ND, 58554 or call 701.667.3278 for more information.

Successful bidder will be notified and arraignments will be made to remove the LWT floating dredge from the premises. The successful bidder is responsible for the removal cost of the floating dredge. The City of Mandan reserves the right to reject any bids deemed unclear or unreadable.

Date: January 14, 2014.

**City of Mandan
Justin Froseth
City Planning and Engineering Director**





Board of City Commissioners

Agenda Documentation

MEETING DATE: January 21, 2014
PREPARATION DATE: January 7, 2014
SUBMITTING DEPARTMENT: Assessing Dept
DEPARTMENT DIRECTOR: Shirley Shaw, City Assessor
PRESENTER: Shirley Shaw, City Assessor
SUBJECT: Homestead Credit Exemptions

STATEMENT/PURPOSE: To consider Homestead Credit exemptions for the year 2013 due to meeting all criteria.

BACKGROUND/ALTERNATIVES: Qualifications according to the guidelines established by the State for Homestead Credit have been met by the following home owners.

ATTACHMENTS: List of approve homeowners and abatement application.

FISCAL IMPACT: Please note that the 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 Homestead Credit exemptions for the year 2013.

SUGGESTED MOTION: I recommend a motion to approve the requested applications to receive the Homestead Credit exemption for the year 2013 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 HOERNER FLORIAN JR. & J

Address 102 12 AVE NW

Legal Description of the property involved in this application
 LOTS 9 & 10

Property ID Number

City 1142

County 65-1272000

Block: 012
 HEARTVIEW

*Disabled as of
 Date: Jan. 2010
 Physician's Cert. on File*

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$12,400	Land	\$12,400
Improvements	\$96,300	Improvements	\$96,300
Total (1)	\$108,700	Total (2)	\$108,700

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

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: 1977

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: 2008 Purpose of appraisal: Resinance

Market value estimate: \$ 90,000.00

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 CREDIT FOR 2013. 6090

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 _____

Florian Hoerner Jr
 Signature of Applicant

1-3-14
 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

Property ID Number

Name FAIRATZL DONALD V & P

City 1243

Address 209 13 AVE NE

County 65-1367000

Legal Description of the property involved in this application
 LOTS 3 & 4

Block: 010

HELMSWORTH-MCLEAN 1ST

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$14,500	Land	\$14,500
Improvements	\$96,600	Improvements	\$96,600
Total (1)	\$111,100	Total (2)	\$111,100

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

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013**

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 Donna Fairatzl Date 12-30-13

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 HAIDER RAYMOND & G

Address 407 12 ST NW

Legal Description of the property involved in this application

Lot: 0011

Block: 005

HILLCREST 1ST

Property ID Number

City 2111

County 65-1636000

Total true and full value of the property described above for the year 2014 is:

Land \$13,400
 Improvements \$92,100
 Total (1) \$105,500

Total true and full value of the property described above for the year 2014 should be:

Land \$13,400
 Improvements \$92,100
 Total (2) \$105,500

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) _____

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 THEY BE ABATED TO REFLECT QUALIFICATION FOR HOMESTEAD 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

Sheraldine Haider Jan 5/2014
 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 HOHBEIN RAYMOND & MARION

Address 1308 7 AVE SE

Legal Description of the property involved in this application
 LOTS 13 & 15

Property ID Number

City 5020

County 65-3813000

Block: 001
 NICOLA'S 1ST

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$12,100	Land	\$12,100
Improvements	\$23,000	Improvements	\$23,000
Total (1)	\$35,100	Total (2)	\$35,100

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

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? Yes No Estimated value: \$ _____
2. Has the property been offered for sale on the open market? Yes No If yes, how long? _____
 Asking price: \$ _____ Terms of sale: _____
3. The property was independently appraised: Yes No 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 CREDIT FOR 2013**

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 Marcia A. Nothlein Date 1/2/2014

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

Property ID Number

Name LANZ HARLAND & KATHLEEN

City 5277

Address 621 3 AVE SE

County 65-4006000

Legal Description of the property involved in this application
 LOTS 7 & 8 & N 1/2 LOT 9

Block: 001

PARK

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$17,100	Land	\$17,100
Improvements	\$100,500	Improvements	\$100,500
Total (1)	\$117,600	Total (2)	\$117,600

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

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 DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013.**

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

Harland K. Long
 Signature of Applicant

1/21/14
 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 WETSCH THADDEUS, DENISE

Address 131 3 AVE SE #207

Legal Description of the property involved in this application
 LOT 1 UNIT 207

Property ID Number

City 1400 3

County 65-218103

Life Estate: John Wetsch

Block: 1

DAN'S SUPER MARKET

Total true and full value of the property described above for the year 2013 is:	Total true and full value of the property described above for the year 2013 should be:
Land \$5,900	Land \$5,900
Improvements \$115,400	Improvements \$115,400
Total (1) \$121,300	Total (2) \$121,300

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

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013.**

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 _____

John Wetsch
 Signature of Applicant

1/6/14
 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.

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

Property ID Number

Name PARKIN HAROLD & LAVERNE

City 1400 9

Address 131 3 AVE SE #201

County 65-218109

Legal Description of the property involved in this application
 LOT 1 UNIT 201

Block: 1

DAN'S SUPER MARKET

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$5,900	Land	\$5,900
Improvements	\$115,400	Improvements	\$115,400
Total (1)	\$121,300	Total (2)	\$121,300

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

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013 @ 40%**

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 Harold L. Laverne 1-8-14 _____ 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

Property ID Number

Name MEYER RAY A & VIOLET M

City 10108 33

Address 2100 SUNDANCER LOOP SE UNIT 3

County 65-6100415

Legal Description of the property involved in this application
 LOT 4 BLDG 23 UNIT 3

Block: 1

LAKEWOOD COMM PARK 3RD

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$5,800	Land	\$5,800
Improvements	\$126,100	Improvements	\$126,100
Total (1)	\$131,900	Total (2)	\$131,900

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 57-08-02 HOMESTEAD CREDIT

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013 AT 60%.

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 Ray Meyer Date 1-9-14

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

Property ID Number

Name WETSCH DAVID J

City 4118

Address 1005 2 ST SW - PO Box 12
 Legal Description of the property involved in this application
 N 1/2 LOT 8 (LESS W20 FT) & LOTS 9 & 10 (LESS W20 FT)

County 65-3149000

Block: 026

MEADS

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$12,100	Land	\$12,100
Improvements	\$65,600	Improvements	\$65,600
Total (1)	\$77,700	Total (2)	\$77,700

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

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013.

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 _____

David Wetsch
 Signature of Applicant

1-9-14
 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 KURTZ LAVONNE

Address 1410 3 ST NE

Legal Description of the property involved in this application
 LOTS 7-9 & ALL VAC ALLEYS & STREETS

Property ID Number

City 1413

County 65-1512000

Block: 025

HELMSWORTH-MCLEAN 1ST

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$15,100	Land	\$15,100
Improvements	\$96,800	Improvements	\$96,800
Total (1)	\$111,900	Total (2)	\$111,900

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) _____

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: \$ 40,000 Date of Purchase: 9-10-93

Terms: Cash _____ Contract _____ Trade _____ Other (explain) House was moved here

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: NO 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 \$ 100,000

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 QUALIFICATIONS FOR HOMESTEAD 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.

Coby Kurtz 1-8-14
 Signature of Preparer (if other than applicant) Date

Lavonne Kurtz Scott 12-27-13
 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 MILLER DANIEL

Address 1304 11 AVE SE

Legal Description of the property involved in this application

Lot: 0006

Block: 001

NICOLA'S 3RD

Property ID Number

City 5067

County 65-3861000

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$12,100	Land	\$12,100
Improvements	\$49,800	Improvements	\$49,800
Total (1)	\$61,900	Total (2)	\$61,900

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

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013.

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 _____

Daniel R Miller 1-9-14
 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 SHORTT STUART A JR & E M

Address 1005 7 ST NW

Legal Description of the property involved in this application

Lot: 0005

Block: 001

ALBERS-NEFF 5TH

Property ID Number

City 98

County 65-98000

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$12,800	Land	\$12,800
Improvements	\$138,100	Improvements	\$138,100
Total (1)	\$150,900	Total (2)	\$150,900

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

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 TAXES FOR THE HOMESTEAD CREDIT FOR THE 2013 YEAR.

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 _____

Elizabeth M Shortt
 Signature of Applicant

1/9/14
 Date

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 TOKACH CLIFFORD L & M M

Address 506 12 ST NW

Legal Description of the property involved in this application

Lot: 0004

Block: 002

HILLCREST 2ND

Property ID Number

City 2157

County 65-1682000

Total true and full value of the property described above for the year 2013 is:

Land \$13,400
 Improvements \$131,000
 Total (1) \$144,400

Total true and full value of the property described above for the year 2013 should be:

Land \$13,400
 Improvements \$131,000
 Total (2) \$144,400

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) _____

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): _____

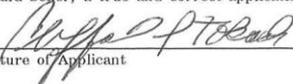
The Applicant asks that **HE BE ABATED AND CHANGES MADE TO REFLECT QUALIFICATIONS FOR HOMESTEAD CREDIT.**

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  _____

Date 1-10-2014

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 TOKACH CLIFFORD L & M M

Address 506 12 ST NW

Legal Description of the property involved in this application

Lot: 0004

Block: 002

HILLCREST 2ND

Property ID Number

City 2157

County 65-1682000

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

Land \$13,400
 Improvements \$97,500
 Total (1) \$110,900

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

Land \$13,400
 Improvements \$97,500
 Total (2) \$110,900

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) _____

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 AND CHANGES MADE TO REFLECT QUALIFICATIONS FOR HOMESTEAD 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 *Clifford Tokach*

Date *1-10-2014*

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 GUSSNER HELEN E

Address 210 6 ST NW

Legal Description of the property involved in this application

Lot: 0007

Block: 087

N.P. 1ST

Property ID Number

City 4496

County 65-3437000

Total true and full value of the property described above for the year 2013 is:	Total true and full value of the property described above for the year 2013 should be:
---	--

Land \$11,300	Land \$11,300
Improvements \$99,800	Improvements \$99,800
Total (1) \$111,100	Total (2) \$111,100

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

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013 AT 100%**.

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

Helen Gussner 1/13/14

 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 WINKLER LEO J & JANE D

Address 206 7 AVE SW

Legal Description of the property involved in this application
 LOTS 7 & 8

Property ID Number

City 4866

County 65-3682000

Block: 006

N.P. 2ND

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$12,800	Land	\$12,800
Improvements	\$51,300	Improvements	\$51,300
Total (1)	\$64,100	Total (2)	\$64,100

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

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013.**

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 Jane Winkler Date 1-13-14

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 BACKER JAMES R

Address 1715 5 AVE NW

Legal Description of the property involved in this application

Lot: 0008

Block: 002

MANDAN HEIGHTS 5TH

Property ID Number

City 2535

County 65-2140000

Total true and full value of the property described above for the year 2013 is:

Land \$14,700
 Improvements \$158,500
 Total (1) \$173,200

Total true and full value of the property described above for the year 2013 should be:

Land \$14,700
 Improvements \$158,500
 Total (2) \$173,200

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

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013.

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 _____

James R Backer
 Signature of Applicant

01-13-2014
 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 _____

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 WENGER MICHAEL

Address 705 5 ST NW

Legal Description of the property involved in this application
 W 50' LOTS 1 & 2

Property ID Number

City 3879

County 65-2948000

Block: 058

MANDAN PROPER (OT)

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$11,300	Land	\$11,300
Improvements	\$52,400	Improvements	\$52,400
Total (1)	\$63,700	Total (2)	\$63,700

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

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013 @ 100%.

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

Michael M. Wenger
 Signature of Applicant

1/15/14
 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 AASNESS EDGAR & BARBARA

Address 510 COLLINS AVE

Legal Description of the property involved in this application
 W 70' OF LOT 12

Property ID Number

City 4267

County 65-3229000

Block: 066

N.P. 1ST

Total true and full value of the property described above for the year 2013 is:

Land \$5,200
 Improvements \$89,400
 Total (1) \$94,600

Total true and full value of the property described above for the year 2013 should be:

Land \$5,200
 Improvements \$89,400
 Total (2) \$94,600

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

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013.

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

Barbara Aasness

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 FELCH GERALD L & NANCY A

Address 2800 39 AVE SE UNIT 108

Legal Description of the property involved in this application
 LOT 2 UNIT 108

Property ID Number

City 10133 G

County 65-6101910

Block: 1

LAKEWOOD 5TH

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$7,400	Land	\$7,400
Improvements	\$212,500	Improvements	\$212,500
Total (1)	\$219,900	Total (2)	\$219,900

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

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013.

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 _____

Nancy Felch
 Signature of Applicant

1-13-14
 Date

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 OST CHARLENE

Address 612 16 AVE NW

Legal Description of the property involved in this application

Lot: 0008

Block: 001

HUNTERS

Property ID Number

City 2212

County 65-1747000

Total true and full value of the property described above for the year 2013 is:

Land \$14,300
 Improvements \$126,700
 Total (1) \$141,000

Total true and full value of the property described above for the year 2013 should be:

Land \$14,300
 Improvements \$126,700
 Total (2) \$141,000

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

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 TAXES DUE TO THE QUALIFICATION OF THE HOMESTEAD CREDIT FOR 2013.

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 Charlene R. Ost 1-14-14
 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 _____

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

Property ID Number

Name STURN FRANK & MARGARET

City 4508

Address 100 6 ST NW

County 65-3449000

Legal Description of the property involved in this application
 LOTS 5-6

Block: 088

N.P. 1ST

Total true and full value of the property described above for the year 2013 is:

Land	\$11,300
Improvements	\$114,200
Total (1)	\$125,500

Total true and full value of the property described above for the year 2013 should be:

Land	\$11,300
Improvements	\$114,200
Total (2)	\$125,500

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) _____

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 \$ _____

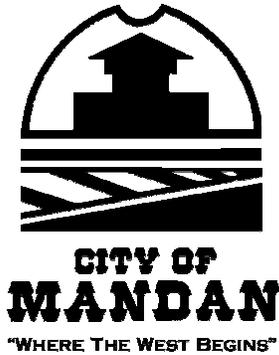
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

The Applicant asks that **THEY BE ABATED AND CORRECTIONS BE MADE TO REFLECT 100% QUALIFICATIONS FOR HOMESTEAD 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	<i>Margaret Sturn</i>	<i>1-14-14</i>
		Signature of Applicant	Date



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 21, 2014
PREPARATION DATE: January 6, 2014
SUBMITTING DEPARTMENT: Assessing/Bldg Inspections
DEPARTMENT DIRECTOR: Shirley Shaw/Assessor
PRESENTER: Shirley/Assessor
SUBJECT: Complete Reassessment of property – Terry Haluzak, Sr.

STATEMENT/PURPOSE: To consider a reduction in the structure value for the 2013 year due to assessment that was made.

BACKGROUND/ALTERNATIVES:

ATTACHMENTS: Application for abatement form.

FISCAL IMPACT: See attached application.

STAFF IMPACT: N/A

LEGAL REVIEW: N/A

RECOMMENDATION: I recommend a motion to approve to lower the true and full value for the 2013 year for the approved reassessed property.

SUGGESTED MOTION: A motion to approve a reduction for the approved reassessed property in the 2013 year.

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 HALUZAK TERRY SR

Address 305 3 AVE NW

Legal Description of the property involved in this application

Lot: 0004

Block: 039

MANDAN PROPER (OT)

Property ID Number

City 3645

County 65-2715000

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$11,300	Land	\$11,300
Improvements	\$127,000	Improvements	\$54,800
Total (1)	\$138,300	Total (2)	\$66,100

The difference of \$72,200 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) HAD COMPLETE RE-ASSESSMENT DONE ON HOME 10-04-2013

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 \$ _____

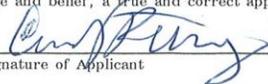
5. The estimated agricultural productive value of this property is excessive because of the following condition(s): _____

The Applicant asks that **VALUES BE CHANGED FOR 2013 ASSESSMENT YEAR TO REFLECT ACCURATE VALUES DUE TO HAVING COMPLETE REASSESSMENT DONE.**

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 _____

 10-10-13
 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

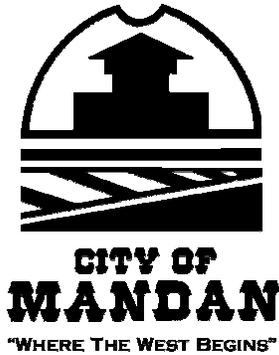
 County Auditor Date

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 21, 2014
PREPARATION DATE: January 6, 2014
SUBMITTING DEPARTMENT: Assessing Dept
DEPARTMENT DIRECTOR: Shirley Shaw, City Assessor
PRESENTER: Shirley Shaw, City Assessor
SUBJECT: Assessor Error - Missed 2-Year Tax Exemption for Travis Ben Bird

STATEMENT/PURPOSE: Missed due to assessor error the first 2-year tax exemption for new construction of a residential structure for the year 2013.

BACKGROUND/ALTERNATIVES: Mr. Bird 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 3, Block 2, Lincoln Ridge Estates 5th Addition at 701 Lincoln Ct. SE on Parcel #10878.

ATTACHMENTS: Application.

FISCAL IMPACT: Approximately \$1,331

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 2013 on a newly constructed single family dwelling due to all qualifications being met.

SUGGESTED MOTION: I recommend a motion to approve the missed 2-year property tax exemption due to assessor error of the first \$75,000 of structure value for the year 2013 on a newly constructed single family dwelling.

Board of City Commissioners

Agenda Documentation

Meeting Date: January 21, 2014

Subject: Assessor Error - Missed 2-Year Tax Exemption for Travis Ben Bird

Page 2 of 3

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 BEN BIRD TRAVIS

Address 701 LINCOLN CT SE

Legal Description of the property involved in this application

Lot: 3

Block: 2

LINCOLN RIDGE EST 5TH

Property ID Number

City 10878

County 65-1838615

Total true and full value of the property described above for the year 2013 is:		Total true and full value of the property described above for the year 2013 should be:	
Land	\$15,500	Land	\$15,500
Improvements	\$238,000	Improvements	\$163,000
Total (1)	\$253,500	Total (2)	\$178,500
The difference of \$75,000 true and full value between (1) and (2) above is due to the following reason(s):			
<input type="checkbox"/> 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C § 57-02-27.2 <input type="checkbox"/> 2. Residential or commercial property's true and full value exceeds the market value <input type="checkbox"/> 3. Error in property description, entering the description, or extending the tax <input type="checkbox"/> 4. Nonexisting improvement assessed <input type="checkbox"/> 5. Complainant or property is exempt from taxation (Attach a copy of Application for Property Tax Exemption) <input type="checkbox"/> 6. Duplicate assessment <input type="checkbox"/> 7. Property improvement was damaged by fire, flood or tornado (see N.D.C.C. § 57-23-04(1)(g)) <input type="checkbox"/> 8. Error in noting payment of taxes, taxes erroneously paid <input type="checkbox"/> 9. Property qualifies for Homestead Credit According to N.D.C.C. § 57-02-08.1 (Attach a copy of Homestead Credit Application) <input checked="" type="checkbox"/> 10. Other (Explain) <u>NDCC 57-02-08 PROPERTY TAX EXEMPTION OF NEW SINGLE FAMILY HOME - MISSED DUE TO ASSESSOR ERROR.</u>			

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 TAXES ON \$75,000 OF STRUCTURE VALUE DUE TO ASSESSOR ERROR OF MISSED 2-YEAR PROPERTY TAX EXEMPTION FOR 2013.

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 Rachel Hastings Date 1-16-14

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.

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 _____

CITY OF MANDAN

SUNDAY ALCOHOLIC BEVERAGE PERMIT

Date of Application: 1-17-2014

Name of Licensee: Mandan Eagles

Address of Licensee: 1400 N Collins

Address of public facility if used: _____

State the purpose of organization: Fraternal Club

Date(s) of requested Sunday(s): February 23, 2014 +
March 2, 2014

Time of day which the applicant desires the permit to be in effect: 12:00 PM

Description of the rooms on the premises, which have been specifically reserved, for the dispensing of alcoholic beverages and dancing during the term of the permit: Basement of Building

State whether the applicant requests permission to open to the general public, and if so an explanation of the reasons for the request: TEXAS Hold'em
Tournament

If applicable, estimated number of police officers necessary to provide security at the dance to be open to the public: 0

I the applicant will abide to the following conditions:

- a. Alcoholic beverages may be distributed for consumption on the premises and Dancing may be permitted only in those rooms specifically reserved for event activities;
- b. Dancing and the dispensing of alcoholic beverages shall be permitted only between the hours of twelve noon on the date specified in the permit and one a.m. on the following Monday;
- c. Any conditions or circumstances delineated by the Board relating to the conduct of the event or to the admission of the general public to the event.

- d. The applicant as a condition to the issuance of such permit consents and agrees that any City police officer may enter upon and inspect the licensed premises or any part thereof at any time for the purpose of determining compliance with the conditions of the permit;
- e. The permit issued under this section may not expand the scope of the class of alcohol license held by the applicant;
- f. An applicant which holds a Class A liquor license must supply copies of the most recent six month's filings of the City food and lodging taxes and allow the City to verify with the ND State Tax Department that said tax payments have been made.
- g. The permittee shall comply with all other applicable ordinances and laws relating to the use and sale of alcoholic beverages in the City.

Karen Mat
 Received by:

DeAnn Scheidt
 Signature of Applicant

Date Received: 1-17-14

Commission Approval: _____

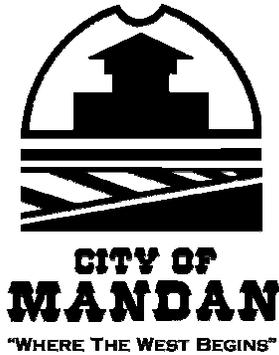
Auditor Approval: _____

\$5.00 Fee per Sunday-Amount paid \$ 10.00 Receipt # _____

Copy to be filed with Mandan Police Department

Eligible Applicants. Pursuant to the provisions of NDCC 05-02-05.1 only the following alcohol licensees or facilities are eligible to apply for a Sunday Event Alcoholic Beverage Permit:

- a. A "qualified alcoholic beverage licensee," which is defined to mean any licensee who has paid the city lodging and restaurant tax imposed by the city and who continues to pay such tax thereafter. Any alcoholic beverage licensee, except the Class B and Special Class B licensee, may become a "qualified alcoholic beverage licensee" by voluntarily paying the city's lodging and restaurant tax prior to the filing of the permit application but the licensee must also continuously pay the tax throughout the license year.
- b. Any publicly owned or operated facility.



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 21, 2014
PREPARATION DATE: January 17, 2014
SUBMITTING DEPARTMENT: Engineering
DEPARTMENT DIRECTOR: Justin Froseth
PRESENTER: Justin Froseth
SUBJECT: Request for Qualifications for Engineering Services

STATEMENT/PURPOSE: To allow engineering department to advertise for engineering services for federally funded street improvement projects.

BACKGROUND/ALTERNATIVES: The city has been approved by the NDDOT local government division to construct three (3) street improvement projects this year. Over 80% of project cost to be funded by the urban roads program administered through the NDDOT. As such, the projects must go through the NDDOT bidding process, requiring the plans and specifications to adhere to their guidelines. In order to ensure that proper procedures are followed, the engineering department is requesting to hire a consulting firm to design these projects. That cost will be part of the overall project cost and will be part of the 20% local share. City funds are in place for this design cost.

Key dates for projects are as follows:

- January 24th - Begin advertising for Request for Qualifications
- February 10th – Due date for Request for Qualifications Proposals
- February 18th – Selection committee to submit recommendation to Board of City Commissioners for their consideration
- April 4th – Due date for final plans and bidding documents
- June 13th – Project bid opening
- July 1st – City Commission project award decision
- October 31st, 2014 – Project Completion

ATTACHMENTS: 1. Request for Qualifications for Engineering Services

FISCAL IMPACT: Minimal at this time.

STAFF IMPACT: Minimal

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

RECOMMENDATION: Approve advertisement of Request for Qualifications for Engineering Services for three (3) street improvement projects.

SUGGESTED MOTION: I move to approve the advertisement of Request for Qualifications for Engineering Services for three (3) street improvement projects.

REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES

The City of Mandan hereby solicits written qualifications proposals from professional civil engineering firms for engineering services required for the purpose of:

Provide design engineering services, assist the city with submission of proper forms as required by the NDDOT, and any other pre-bid work for the three (3) NDDOT bid and partially federally funded street improvement projects. The three (3) projects are as follows;

- 1) 9th Avenue NE Mill & Overlay
- 2) 24th and Longspur Drive SE Mill & Overlay
- 3) 40th Avenue SE Mill & Overlay

It is proposed that all State and Federal requirements be met and timed so as to facilitate a bid date for project of June 13th, 2014 for 2014 season construction. Final plans and specifications are to be completed and submitted 10 weeks prior to bid opening. The selection committee's recommendation is to go before the Board of City Commissioners for their consideration on February 18th, 2014. The scope of each project to be designed is as follows;

Milling of existing asphalt pavement, and overlaying new asphalt pavement on to the milled pavement. Some curb and gutter and other concrete work may be part of scope. Some manhole adjustments or other adjustments to utilities at surface may be part of scope.

Written proposals shall address, as a minimum, the following items of consideration; the firms:

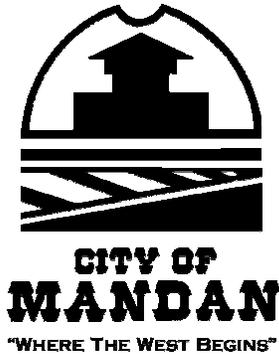
- 1) Past performance
- 2) Ability of professional personnel
- 3) Willingness to meet time and budget requirements
- 4) Location
- 5) Recent, current, and projected workloads
- 6) Related experience on similar projects
- 7) Recent and current work for city

The selection of the firm will be based on the evaluation of the written proposals. The selection committee consisting of city staff and engineering portfolio commissioner will then forward their recommendations to the Board of City Commissioners for their consideration at the February 18th commission meeting. Price will be negotiated with the successful firm. An engineering agreement will be executed with a single firm.

Written proposals from qualified consultants will be accepted until 4:00 p.m., Monday, February 10th, 2014.

Please submit four (4) hard copies, and one (1) electronic copy of said proposal to:

City of Mandan
Engineering Office
205 2nd Avenue NW
Mandan, ND 58554



Board of City Commissioners

Agenda Documentation

MEETING DATE: January 21, 2014
PREPARATION DATE: January 16, 2014
SUBMITTING DEPARTMENT: Administration
DEPARTMENT DIRECTOR: Jim Neubauer, City Administrator
PRESENTER: Jim Neubauer, City Administrator
SUBJECT: Appointment to Mandan Progress Organization Board of Directors

STATEMENT/PURPOSE: To consider an appointment to the Mandan Progress Organization (MPO) Board of Directors.

BACKGROUND/ALTERNATIVES: The by-laws of the Mandan Progress Organization provide for a City of Mandan representative on the Board of Directors. City Administrator, Jim Neubauer, was appointed by the Commission to serve several years ago. Recent MPO Board elections were held and Mayor Van Beek, Commissioner Rohr (as an individual MPO member) and Administrator Neubauer would be considered Board members. In addition Ms. Ellen Huber is considered an ex-officio member of the Board.

I am recommending to the City Commission that Mayor Van Beek be considered as the City of Mandan representative on the Board in place of myself. That opens up another position on the Board to be filled by a “non-city” individual. There were several candidates for MPO Board positions and by opening up one spot allows for the inclusion of another person.

ATTACHMENTS: n/a
FISCAL IMPACT: n/a
STAFF IMPACT: n/a
LEGAL REVIEW: n/a

RECOMMENDATION: I recommend that Mayor Van Beek be appointed to the MPO Board of Directors to serve as the City of Mandan’s appointee.

SUGGESTED MOTION: I move to appoint Mayor Van Beek to the MPO Board of Directors to serve as the City of Mandan’s appointee.

RESOLUTION APPROVING ENGINEER'S REPORT AND AUTHORIZING PREPARATION OF THE DETAILED PLANS AND SPECIFICATIONS FOR THE CONSTRUCTION OF THE IMPROVEMENT IN MUNICIPAL SIDEWALK IMPROVEMENTS PROJECT 2014-11

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

1. That the report of the City Engineer with respect to the general nature, purpose, and feasibility of the proposed improvement and the estimate of the probable cost of the work to be done in Municipal Sidewalk Improvement Project 2014-11, as required by section 40-22-10 of the North Dakota Century Code, and hereto filed in the office of the City Administrator, is hereby accepted and approved and the proposed improvement project within said District is hereby determined and declared to be feasible.

2. The probable costs of the of the improvement project are estimated to be as follows:

a. Construction costs:	\$37,920.00
b. Other costs including necessary and reasonable change orders; engineering, fiscal agents' and attorneys' fees; cost of publication of legal notices; printing of warrant bonds; and all expenses incurred in the making of the improvement and levy of assessments therefor:	\$3,792
c. Total estimated costs of the improvement:	\$41,712.00

3. The Engineer is hereby authorized and directed to prepare detailed plans and specifications for the project to be constructed.

4. This resolution shall be in full force and effect from and after its passage.

Dated this 21th day of January, 2014.

President, Board of City Commissioners

ATTEST:

City Administrator

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS
FOR MUNICIPAL SIDEWALK IMPROVEMENTS
PROJECT # 2014-11**

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

Pursuant to the requirement of section 40-22-11 of the North Dakota Century Code, the Plans and Specifications for the improvement project in Project # 2014-11 of said City be and the same are hereby approved, ratified and confirmed as the plans and specifications in accordance with which said improvement project will be constructed, except as modified by this Board in accordance with law, and the City Administrator shall file the same in his office, open for public inspection.

Dated this 21 day of January, 2014.

President, Board of City Commissioners

ATTEST:

City Administrator

**RESOLUTION DIRECTING ADVERTISEMENT FOR BIDS
FOR MUNICIPAL SIDEWALK IMPROVEMENT PROJECT 2014-11**

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

1. The City Administrator and City Engineer shall meet at the time and place specified in the notice authorized in paragraph 2 hereof, for the purpose of opening sealed bids for the work and material needed for the improvement project to be made in Municipal Sidewalk Improvement Project 2014-11 of the City of Mandan, as more fully described and referred to in the plans and specifications for said improvement now on file in the office of the City Engineer.

2. The City Administrator is authorized and directed to cause notice of advertisement for bids to be published once each week for two consecutive weeks in the Mandan News, the official newspaper, the first of such publications to be at least twenty-one days before the date specified for receipt of bids, which notice shall be in the following form:

**“ADVERTISEMENT FOR BIDS FOR
2014 MUNICIPAL SIDEWALK IMPROVEMENT PROJECT #2014-11
MANDAN, NORTH DAKOTA**

Notice is hereby given, that the City of Mandan, North Dakota, will receive sealed bids at the Office of the City Engineer, City Hall, until February 21, 2014, at 10:00 a.m., local time, for the purpose of the construction and repair of sidewalks, curb and gutters, and all other work related to the 2014 Municipal Sidewalk Improvement Project 2014-11. The work consists of all labor, skill and materials required to properly construct the improvement.

Plans and Specifications are on file in the office of the City Engineer. Plans may be obtained at the office of the City Engineer, 205 2nd Avenue Northwest, Mandan, North Dakota 58554, upon a non-refundable deposit of \$25.00 per set. An additional \$15.00 postage and handling fee if plans are mailed out.

The Contractor shall include a copy of his license or certificate or renewal thereof enclosed in the required bid bond envelope as required pursuant to Section 43-07-12 of the North Dakota Century Code, as amended. Unless a bidder obtains a contractor's license for the full amount of its bid within twenty days after it is determined the bidder is the lowest and best bidder, the bid must be rejected and the contract awarded to the next lowest, best, and licensed bidder.

Each bid shall be accompanied by a separate envelope containing a bidder's bond in the amount of five (5) percent of the amount of the bids as required by Section 48-01.1-05 (3), North Dakota Century Code, as amended, and executed as provided by law. The bid bond shall be conditioned that if the principal's bid is accepted and the contract awarded to the principal, the principal, within ten days after notice of award shall execute a

contract in accordance with the terms of the bid and a contractor's bond as required by law and the regulations and determinations of the city's governing body.

Bids shall be made on the basis of cash payment for the work to be done. All work under this advertisement shall be started on a date to be specified in a written order from the Board of City Commissioners, or no later than ten (10) days after written notice to proceed has been received from the city.

All work shall be completed no later than December 31, 2014. If the contractor fails to complete all the work within this time, or such additional time as has been granted for excusable delays, there shall be deducted from any money due the contractor the sum of One Hundred Dollars for each calendar day the completion of the work is delayed. Such deducted amounts shall be charged as liquidated damages and not as a penalty.

The bid proposals shall be sealed and endorsed "Proposal for the 2014 Municipal Sidewalk Improvement Project #2014-11". Bids shall be delivered or mailed to: City Engineer, 205 2nd Avenue NW, Mandan, ND 58554. Bids will be opened and read aloud in the City Commission Meeting Room at 10:00 a.m., local time, on February 21, 2014. All bidders are invited to be present at the public opening of the bids. No bid may be read or considered if it does not fully comply with the requirements of NDCC '48-01.1-05 and any deficient bid submitted must be resealed and returned to the bidder immediately.

The Board of City Commissioners of the City of Mandan, North Dakota, will meet at the City Hall in said city on Tuesday, March 4, 2014 at 5:30 p.m., local time, to review the bids submitted, consider the engineer's recommendation, and to award the contract to the successful bidder, subject to the Board finding filed protests are insufficient to bar the work. The contract will be awarded on the basis of the low bid submitted by a responsible and responsive bidder deemed most favorable to the City's interest.

The Board of City Commissioners reserves the right to hold all bids for a period of thirty (30) days after the date fixed for the opening thereof, and to reject any or all bids and to waive irregularities whenever it is in the best interest of the City of Mandan.

Dated this 21st day of January 2014.

City of Mandan, North Dakota

BY: James Neubauer
City Administrator

Publication Dates: January 31 & February 7, 2014"

3. Each and all of the terms and provisions of the foregoing notice are hereby adopted as the terms and conditions for the award of said contract.

4. The Board of City Commissioners shall meet on Tuesday, March 4, 2014 at 5:30 pm, local time, to review the bids submitted, consider the engineer's recommendation, and to award the contract to the successful bidder.

President, Board of City Commissioners

ATTEST:

City Administrator

Passed: January 21, 2014